

Record of Discussions of the sixth meeting of Oversight Committee held on 28th October 2024 at 5th Floor, Conference Hall, NCVBDC Building, Civil Lines, Delhi

Date: 28th October 2024, 2:30 p.m.

Venue: 5th Floor, Conference Hall, NCVBDC Building, Civil Lines, Delhi

The sixth meeting of the Oversight Committee was held on 28th October 2024 at 5th Floor, Conference Hall, NCVBDC Building, Civil Lines, Delhi under the Chairpersonship of Chair and Vice Chair, Oversight Committee of India CCM. The agenda of the meeting and the attendance sheet may be found enclosed at **Annexure-1** and **Annexure-2** respectively.

Major Discussion/Action Points are as follows:

1. Update on Action Points from the 5th OC Meeting was taken during the meeting and it was noted that there are no pending actions.
2. OC Field Visit to Delhi and Chhattisgarh- Due to CRM being scheduled in 19 States and UTs from 18th to 23rd Nov 2024, the OC Field Visit has replaced Himachal Pradesh with Delhi.
3. Tentative Dates of OC Field Visit to Delhi are 22nd, 25th and 26th November 2024.
4. Tentative Dates of OC Field Visit to Chhattisgarh are 16th to 20th December 2024.
5. Tentative availability of Dr. Ravikumar (Only Chhattisgarh), Dr. Pradeep Srivastav, Professor Ramila Bisht, Dr. Amar Shah, Ms. Nandini Kapoor, Mr. Pratik Raval, and Mr. Samir Kumar Sahu to join for the field visits.
6. Formation OC Field Visit Reports- It was discussed that hiring an Oversight Officer for a short term during OC Field Visits will not be suitable due to various reasons (Prior Knowledge of all 3 Programs, awareness about the geographies, sites, stakeholders needed to work on the report and completion of Report within stipulated timeline). It was suggested by OC members that since India CCM Secretariat staff accompanies the OC during their field visit, it would be preferable that they can help with the compilation of Field Visit Reports. And since, it is not the mandate of ICCM Sect., they can be fairly compensated for their work. The OC members will provide their observations and recommendations and ICCM Sect. will compile and help with the report formation.
7. Vacancy in OC- 3 Program Divisions to be approached for a Procurement person to accompany OC during the Field Visits and an EOI is to be floated for HIV vacancy in ICCM and OC.
8. A virtual meeting to be kept in January 2025 for OC to share the 1st draft of Field Visit Report to the Program Divisions.
9. A physical GC7 2nd PR Desk Review meeting by OC planned in Feb 2025.
10. It was requested that a brief document of GC7, C19 RM and KP Grant with details of PRs, SR and SSRs, geographies and activities be provided to the OC members.
11. The OC Work plan is to be updated with next steps of OC for their reference.
12. OC experts to meet the Program Divisions regarding update on implementation of GC7 activities and appraise the other OC Members.
13. Next monthly OC meeting tentatively scheduled on 28th November 2024 which will also be the debrief meeting of Delhi Field Visit with the UT Officials.

The key actionable and timelines are summarized below:

S No.	Action Point	Timeline
1	OC Field Visit to Delhi	22 nd , 25 th and 26 th November 2024
2	OC Field Visit to Chhattisgarh	16 th to 20 th December 2024
3	Communication with the 3 Program Divisions for deputing a Procurement expert to accompany OC in the field visits	12 th November 2024
4	EOI for HIV Vacancy in OC to be floated	12 th November 2024
5	Presentation of 1 st draft of OC Delhi and Chhattisgarh field visit report	10 th January 2025
6	GC7 2 nd PR Desk Review physical meeting by OC	February 2025
7	Next monthly OC Meeting	28 th November 2024 (Physical meeting)

Annexure-1

6th meeting of Oversight Committee (ICCM)

Date: 28th October 2024

Time	Description	Facilitator/Presenter	Chairperson
14:15-15:00	Internal meeting and discussions of OC 1. Action taken report on 5 th OC meeting dated 18 th September 2024 2. Discussion of Oversight Committee on Field Visit planned and Next Steps of Oversight Committee 3. Oversight Committee Field Visit Reports. 4. Vacancy in OC 5. Tentative date for monthly virtual OC meeting in November 6. Any other matter with approval of the Chair at the end	All members of OC facilitated by ICCM secretariat	Chair/ Co chair Oversight Committee

List of Participants:**Annexure-2**

SI No	Name of participant	Designation Organisation	and
1	Dr. Ravi Kumar	Chair, OC	
2	Dr. Gopa Kumar	Vice Chair, OC	
3	Ms. Nandini Kapoor Dhingra	Member, OC	
4	Prof. Ramila Bisht	Member, OC	
5	Dr Amar N Shah	Member, OC	
6	Mr. Pratik Raval	Member, OC	
7	Mr. Samir Kumar Sahu	Member, OC	
8	Dr. Benu Bhatia	Grant Manager, NPMU, NACO	
9	Dr. Manpreet Singh	MO, NCVBDC	

SI No	Name of the participant	India CCM Secretariat
1	Dr. Shobini Rajan	DDG, Focal Point
2	Ms. Gitanjali Mohanty	Coordinator
3	Ms. Sadaf Ahmad	Programme Officer
4	Mr. Chanderpal	Admin. Assistant