

**One National Authority - The Country Coordinating Mechanism against HIV Infection/AIDS,  
Tuberculosis and Malaria Diseases in Georgia (Georgia CCM)**

**Announcement of renewal**

**Introduction**

One National Authority - The Country Coordinating Mechanism against HIV Infection/AIDS, Tuberculosis and Malaria Diseases in Georgia (Georgia CCM) was established in 2003 by the Government of Georgia and other relevant and interested stakeholders in order to access Global Fund grant monies, ensure those funds were well-coordinated within the national response, and provide national oversight and ownership of grant implementation. Georgia CCM is a collegiate authority established for improving outcomes and sustainability of activities carried out against HIV/AIDS, Tuberculosis and Malaria Diseases in Georgia as well as it represents a public-private partnership mechanism on the national level when implementing healthcare programs in the abovementioned field. Georgia CCM carries out its activities according to the Georgian Constitution, international treaties and agreements executed by Georgia, Georgian laws, by-laws, normative acts, and the Charter of the Country Coordinating Mechanism approved by the Georgian Government Resolution #220 of the year 2012 and fulfills the tasks provided for by the valid legislation and the Charter or charged on the CCM by the Georgian Government.

One of the core responsibilities of Georgia CCM is to monitor its status and functioning to ensure that it continues to comply with Global Fund eligibility requirements and minimum standards. It also strives to implement the Global Fund guidelines and directives for CCMs.

**Georgia CCM Composition**

Georgia CCM is comprised of up to 30 members including those from Government, Civil Society sectors and donor organizations. 12 seats are envisaged for Government sector, 4 seats for multilateral and bilateral development partners and 14 seats for the Civil Society sector.

According to the Global Fund Requirements and Georgia CCM Governance Manual the composition of the Civil Sector is structured as follows:

3 NGOs (either international or national) active in the area of HIV/AIDS - 3 representatives

People living with HIV/AIDS – 1 representative

HIV Key Affected Populations (KAP), Namely:

- People who inject drugs - 1 representative
- Man who have sex with man – 1 representative
- Other HIV KAP - 1 representative

2 NGOs (either international or national) active in the area of TB – 2 representatives

People living with or previously living with TB - 1 representative

TB KAP – 1 representative

The Faith Based Organizations (1 member), Academic institutions (1 member), Private Sector (1 member) are presented in Georgia CCM as representatives of Civil Sector as well.

**With the purpose of membership renewal Georgia CCM announces the call for NGOs active in HIV and TB fields, KAPs and people living or previously living with the disease to express their interest to work in Georgia CCM and present their candidacies for CCM membership.**

**The call concerns the following positions:**

- NGOs (either international or national) active in the area of HIV/AIDS - 3 members
- NGOs (either international or national) active in the area of TB – 1 member
- HIV KAP - 2 members (1-IDU, 1 - other HIV KAP)
- TB KAP – 1 member
- People living with HIV/AIDS – 1member
- People living with or previously living with TB – 1member

**The number of members in the CCM with Conflict of Interest should not exceed 1 person per Constituency . Each member of the KAP is considered to be representing a different constituency. The organization can present only one candidate for CCM membership.**

The detailed description of the functions and rights and responsibilities of the CCM members please find in the Georgia CCM Governance Manual available at the following links: <http://www.georgia-ccm.ge/wp-content/uploads/Georgia-CCM-Governance-Manual1.pdf>; <http://www.georgia-ccm.ge/wp-content/uploads/4-Georgia-CCM-Governance-Manual-GEO.pdf>. The CCM charter is available at: <http://www.georgia-ccm.ge/wp-content/uploads/CCM-Decree-2012.pdf>; <http://www.georgia-ccm.ge/wp-content/uploads/5-CCM-ToR-Eng.pdf>

**CCM members selection procedure**

Georgia CCM will consider for CCM membership only the candidates selected by their own constituencies through a transparent and documented process.

**(a) While admitting to CCM membership the NGOs active both in HIV and TB fields** the CCM will be guided with the following criteria:

1. It is mandatory for HIV and TB non-governmental organizations to have at least three years of experience of working in HIV and TB fields respectively. Both institutional and individual candidate's experience will be taken into consideration.
2. The organization plans to continue working (and has adequate resources) in the field of HIV and TB respectively for the period of consecutive two years.
3. The experience of working within the internationally funded national or regional projects is considered being an asset.

4. Existing and potential Conflict of Interest which emerge in case the organization is the recipient or can potentially become the recipient of the funds within the Global Fund financed project.

**Comment:** the number of members in the CCM with Conflict of Interest should not exceed 1 person per constituency.

Georgia CCM will not consider individual applications from NGOs. Georgia CCM will consider the candidates that will be selected by the constituencies based on the open, transparent and well documented process. In addition to the application, the organization should present the detailed description of its selection as CCM members candidate and which NGOs it will be representing in the CCM. The supporting documents as minimum should include selection criteria, scope of work and detailed work plan for a potential CCM member, with clear description of the mechanism of ensuring continuous feedback between the CCM and Constituency; specific key tasks and communication responsibilities which proposed candidates need to fulfill as a representative of the constituency; the mechanism of the replacement of the member with unsatisfactory performance with another representative of the Constituency.

The list of supporting documentation required is presented in the application form.

**(b) HIV positive individual and person living with or previously living with TB**

While selecting the representatives from this Constituency Georgia CCM will be guided by the following criteria:

1. The candidate for CCM membership is HIV positive person himself/herself (in case of HIV positive individual)
2. The candidate for CCM membership is under TB treatment or underwent TB treatment previously (in case of the person living with or previously living with TB).
3. The candidate for CCM membership is organizationally linked (e.g. he/she is a member of Patients' Union) and will represent in the CCM the interests of HIV positive and TB patients respectively.
4. The application is accompanied with the supporting documentation confirming his/her selection through transparent and open process.
5. Existing and potential Conflict of Interest which emerge in case the organization is the recipient or can potentially become the recipient of the funds within the Global Fund financed project.

**Comment:** the number of members in the CCM with Conflict of Interest should not exceed 1 person per constituency.

Georgia CCM will consider for CCM membership only the candidates selected by the Constituency through an open, transparent and well documented process. In addition, to the application the person/organization should present the selection documentation, with clear description the group which will be presented by the person in the CCM.

The supporting documents as minimum should include selection criteria, member's scope of work, detailed work plan, with clear description of the mechanism of ensuring continuous feedback between the CCM and Constituency; specific key tasks and communication responsibilities which proposed

candidates need to fulfill as a representative of the constituency; the mechanism of the replacement of the member with unsatisfactory performance with another representative of the Constituency.

The list of supporting documentation is presented in the application form.

**(c) While selecting HIV KAPS Georgia CCM will be guided by the following criteria:**

1. Candidate for CCM membership represents one of the following:
  - Constituency of the People who inject drugs
  - Other HIV KAP Constituency. It can be the organizations which work simultaneously with several KAPs (e.g. Commercial Sex Workers, ex-prisoners, Families of HIV/AIDS Positive people).
2. Candidate for CCM membership is organizationally linked with HIV KAPs and represents the community's interests.
3. The application is accompanied with the supporting documentation confirming his/her selection through transparent and open process.
4. Existing and potential Conflict of Interest which emerge in case the organization is the recipient or can potentially become the recipient of the funds within the Global Fund financed project.

**Comment:** the number of members in the CCM with Conflict of Interest should not exceed 1 person per constituency.

Georgia CCM will consider for CCM membership only the candidates selected by the Constituency through an open, transparent and well documented process. In addition, to the application the person/organization should present the selection documentation, with clear description the group which will be presented by the person in the CCM.

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The list of supporting documentation is presented in the application form.

**(d) while selecting TB KAP Georgia CCM will be guided by the following criteria:**

1. Candidate for CCM membership represents one of the following:
  - The patients with immunocompromised diseases (e.g diabetes mellitus, HIV positive)
  - Physician or nurse, who are in a daily contact with TB patients
  - The representatives of the organizations who directly work with TB KAP and represent their interests (including HIV positive people, ex-prisoners, TB Specialists, People who inject drugs)
2. Candidate for CCM membership is organizationally linked with TB KAPs and represents their interests.
3. The application is accompanied with the supporting documentation confirming his/her selection through transparent and open process.

4. Existing and potential Conflict of Interest which emerge in case the organization is the recipient or can potentially become the recipient of the funds within the Global Fund financed project.

**Comment:** the number of members in the CCM with Conflict of Interest should not exceed 1 person per constituency.

Georgia CCM will consider for CCM membership only the candidates selected by the Constituency through an open, transparent and well documented process. In addition, to the application the person/organization should present the selection documentation, with clear description the group which will be presented by the person in the CCM.

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The list of supporting documentation is given in an application form.

Georgia CCM encourages balanced representation of men and women and accordingly membership of women, especially those having expertise in gender issues who represents women's organizations.

For admittance to the CCM membership the attached application form should be filled out and presented to the CCM altogether with other supporting documents.

**The deadline for submission of applications is April 30, 2018, 18:00. The applications received after expiration of the deadline will not be considered.** Georgia CCM Secretariat is authorized to individually contact applicants and to request clarification and additional documentation. Georgia CCM will consider applications and will make the decision by November 30.

All (s)electd CCM members must receive the endorsement of the current Georgia CCM membership. The selection mechanism (open vote, secret ballot) will be decided by the CCM upon the receipt of the applications. The selection will be done according to the selection procedure provided by Georgia CCM Governance Manual.

Georgia CCM reserves the right to make constituency selection documents publically available by placing on the CCM web-site.

The application and supporting documents should be sent to the CCM Secretariat at the following e-mail address: [admin.ccm@caucasus.net](mailto:admin.ccm@caucasus.net) with cc to CCM Executive Secretary at: [secretary@ccm.caucasus.net](mailto:secretary@ccm.caucasus.net).

Please indicate in the subject line the title of the position you are expressing the interest for.

The application form is available at the following link: <http://www.georgia-ccm.ge/wp-content/uploads/3-CCM-Renewal-ApplicationForm-Final-Eng.pdf>

The application form includes the list of supporting documents.