

**Leadership, Management, and Governance Project- National Malaria Control Program  
Capacity Building Project, Laos**

**Home Office: Medford, MA Trip Report, April 25 – May 1, 2015**

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Development Objective:

The goal of the LMG/NMCP Project is to build the capacity of the local NMCPs to effectively implement their national malaria strategies.

Suggested Keywords:

leadership, management, governance, NMCP, malaria, Laos

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**1. Scope of Work:**

Destination and Client(s)/ Partner(s)	MSH home office in Arlington, VA, and Medford, MA
Traveler(s) Name, Role	Rémy Prohom, LMG NMCP Senior Technical Advisor in Lao PDR – Center for Malariology, Parasitology and Entomology (CMPE)
Dates of traveler on Trip	April 25 - May 1, 2015
Purpose of trip	Attend orientation sessions to further strengthen Rémy Prohom’s capacity as Senior Technical Advisor with the LMG National Malaria Control Program Capacity Building Project (LMG/NMCP) in Lao PDR.
Objectives/Activities/ Deliverables	<p><b>Objectives:</b></p> <ul style="list-style-type: none"> <li>• Orientation to MSH’s administrative, operational and financial procedures;</li> <li>• Meet key MSH personnel individually.</li> </ul> <p><b>Activities:</b></p> <ul style="list-style-type: none"> <li>• Meet with managers and technical staff from MSH’s Center for Leadership and Management (CLM) and Center for Pharmaceutical Management (CPM);</li> <li>• Collect information on various different platforms and tools available to MSH staff and how to exchange with colleagues around the world.</li> </ul> <p><b>Deliverables:</b></p> <ul style="list-style-type: none"> <li>• Initial list of activities in Lao PDR discussed, with draft workplan developed;</li> <li>• Trip report developed following home office orientations.</li> </ul>
Background/Context, if appropriate	<p>The global Leadership, Management and Governance Project (LMG) is a five-year Cooperative Agreement, designed to strengthen and expand the people-centered capacity building strategy pioneered under the Leadership, Management and Sustainability (LMS) Program. The LMG Project’s objective is to support health systems strengthening by addressing the gap in leadership, management and governance capacity of policy makers, health care providers and program managers to implement quality health services at all levels of the health system. Governance functions--distinct from leadership and management functions--are an important focus of LMG because they provide the ultimate commitment to improving service delivery, and foster sustainability through accountability, engagement, transparency and stewardship.</p> <p>The President’s Malaria Initiative (PMI) will provide direct technical assistance to seven National Malaria Control Programs (NMCPs) through the Leadership, Management and Governance National Malaria Control Program Capacity Building Project (LMG/NMCP). The two-year goal of the LMG/NMCP Project is to build the capacity of the local NMCPs to effectively implement the national malaria strategies. The LMG/NMCP project will provide direct technical assistance to the seven target countries (Burundi,</p>

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Cameroon, Côte d'Ivoire, Guinea, Lao PDR, Liberia, and Sierra Leone) with three main objectives towards this overall goal:

- **Objective 1:** National Malaria Control Program human, financial and material resources effectively managed
- **Objective 2:** National Malaria Control Program develops and directs policy and norms for the implementation and surveillance of the national malaria control strategy
- **Objective 3:** National Malaria Control Program mobilizes stakeholders to participate in national malaria control coordination and implementation efforts

Workplans and activities for the seven target countries will align with the three project objectives and each will identify specific outcomes and outputs under these overarching objectives. Local LMG/NMCP staff will develop country-specific workplans based on the results of an initial rapid organizational capacity assessment conducted with NMCP and stakeholder participation.

As with many countries in the Greater Mekong Sub-region, Lao PDR has seen significant reductions in malaria morbidity and mortality over the past decade. However, due to stock-outs and delays of key malaria commodities, coupled with an influx of migrant workers in forest-related activities, Lao PDR experienced a significant increase in malaria cases, particularly in the southern part of the country. Morbidity due to malaria has increased more than fourfold in some areas in recent years.

The National Center for Malaria, Parasitology and Entomology (CMPE) is working to address the ongoing outbreak and reduce the malaria incidence by expanding program activities and coverage; however, CMPE has limited human and financial resources to support the scale up needed. The US 5% Initiative is supporting an international technical advisor position to build capacity within CMPE in the area of procurement and supply chain management of malaria commodities, and improve the ability of CMPE to integrate into overall national procurement and supply chain management processes to ensure appropriate access to all malaria-related medicines and commodities in the country.

### **2. Major Trip Accomplishments:**

As the only MSH staff person in Lao PDR, it was critical for the newly-hired Senior Technical Advisor to attend MSH's home office orientations in order to ensure understanding of MSH policies, rules, and regulations for application. Therefore, from April 25-May 1, 2015, Rémy Prohom participated in orientation sessions, including meetings, webinars, conference calls, presentations, and discussions, which were organized by the LMG/NMCP home office support team based in Medford, MA, and Arlington, VA, in collaboration with other MSH departments. The sessions included:

April 27, 2015:

- Security meeting and orientation
- Team meet and greet
- Desk review of various project documents

April 28, 2015:

- Monitoring and evaluation of the LMG/NMCP Project
- Orientation to MSH's travel system

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- LMG Cooperative Agreement reading and contracts orientation

April 29, 2015:

- LDP+ introduction
- Allowances orientation
- HR and employee benefits orientation
- USAID cost principles overview
- MSH Toolkit orientation

April 30, 2015:

- Introduction to LMG global Project Director
- Communications overview

During these orientation sessions, Mr. Prohom met with all relevant units and MSH staff in the Medford, MA, and Arlington, VA, offices. Although Mr. Prohom is supervised by the Principal Technical Advisor within MSH's CLM, it was crucial that he meet with and foster collaboration with the Senior Principal Technical Advisor within MSH's CPM, as both units will provide technical input on this project.

In addition to technical orientations, Mr. Prohom completed HR, administration, finance, operations, and management orientation sessions to strengthen his capacity as the Senior Technical Advisor with the LMG National Malaria Control Program Capacity Building Project (LMG/NMCP) in Lao PDR. As a result, Mr. Prohom has a deeper understanding of MSH's organizational structure and respective centers, and ability to identify resources available to support his work.

### 3. Next steps:

Description of task	Responsible staff	Due date
1. Develop the LMG/NMCP workplan for Lao PDR	Rémy Prohom, Senior Technical Advisor	June 1, 2015 (completed)
2. Define short-term objectives and professional development goals	Rémy Prohom, Senior Technical Advisor	June 1, 2015 (completed)

### 4. Contacts:

Name	Position	Home organization	Notes
Adele Broberg	Project Associate, CLM	MSH Medford	Introduction to MSH orientation week and respective offices (Arlington and Medford).
Susan Foley	Executive Assistant, CLM	MSH Medford	Meet & greet, short discussion on the Timesheet system
Betsie Frei	Project Officer, CLM	MSH Medford	Discussion on how administrative and operational support will be provided to the project in Lao PDR
John McKenney	Senior Operations Officer	MSH Medford	Briefing on Lao PDR security context and recommendations
Gwen Glick	HR Partner	MSH Medford	Meet & greet, brief introduction to the HR system
Laidy Cifuentes	Travel Coordinator	MSH Medford	Orientation on MSH travel policy, rules and regulations
Kelley Scarmeas	LMG Contracts Officer	MSH Medford	LMG contract overview, review of rules and principles
Kathryn Actis-	Training Specialist	MSH Medford	Cost principles overview, review of

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Grande	Corporate Contracts		allowable, reasonable, appropriate costs
Sylvia Vriesendorp	Principal Technical Advisor, CLM	MSH Medford	Comprehensive overview of the Leadership Development Program
Kristin Cooney	Director, Country Portfolio, CLM	MSH Medford	Meet & greet, overview of support to be provided to LMG/NMCP project in Lao PDR
Daniel Thompson	Benefits Analyst, HR	MSH Medford	Employee Benefits orientation including health insurance (health, dental, vision), life insurance, and 401k retirement plan
Ludgy Charles	HR Associate	MSH Medford	Comprehensive review of HR systems and how to access/use them
Mary Seedhom	Payroll Senior Specialist	MSH Medford	Introduction to the payroll system
Jeanine Ballou	Compensation Analyst, Total Rewards	MSH Medford	Touch base on current allowances and advances
Emmanuel Le Perru	Principal Technical Advisor, CLM	MSH Arlington	Comprehensive briefing on the LMG/NMCP project, activities, expected results and the new activity in Lao PDR. In-depth discussions about upcoming activities, LMG/CMPE workplan requirements, PPRD and resources available at CLM and CPM.
David Lee Chin	Global Technical Lead, Pharmaceutical Management, CPM	MSH Arlington	Presentation of CPM, history and evolution to date. Discussion on the technical and managerial capacity of the Center and how CPM can assist the project in Lao PDR.
Jason Wright	LMG Project Director, CLM	MSH Arlington	Meet & greet and in-depth presentation of the LMG global project
Sameh Saleeb	SIAPS Project Director, CPM	MSH Arlington	Presentation of the SIAPS framework, tools available and support for the project in Lao PDR. Interesting discussions on common challenges and potential solutions to key issues.
Seydou Doumbia	Principal Technical Advisor, CPM	MSH Arlington	
Emmanuel Nfor	Principal Technical Advisor, CPM	MSH Arlington	Presentation of SCM projects and tools available. Discussion on SCM challenges.
Claudia Allers	Senior Technical Advisor – USAID  DELIVER Project	JSI - Arlington	Discussion on Technical Assistance provided to Lao PDR and how best we could synergize our efforts to support CMPE. Rich exchange of experiences and views on the activities to launch in Laos and level of capacity to strengthen.