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# STAMPING OUT PANDEMIC & AVIAN INFLUENZA (STOP AI)

**QUARTERLY REPORT**

SEPTEMBER 30, 2007

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## DISCLAIMER

The authors' views expressed in this publication do not necessarily reflect the views of the United States Agency for International Development or the United States Government.

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# STOP AI QUARTERLY REPORT

DAI and its partners (hereafter referred collectively as the STOP AI team) are pleased to present this quarterly report for the Stamping Out Pandemic and Avian Influenza (STOP AI) program. This report covers the period of work from March 6, 2007 to September 30, 2007 and is consistent with section F.7 Reports and Deliverables or Outputs of the STOP AI task order.

## *Summary of Activities and Achievements*

### **1 EXPERT RESOURCE NETWORK (ERN)**

USAID asked the STOP AI team to place all ERN activity on hold in advance of a contract modification. No work occurred this quarter on ERN tasks 1.1 through 1.5.

#### **1.6 Africa Regional Recruitment**

The STOP AI team has a roster of 128 experts from Africa, including a “top tier” of 26 veterinarians, 6 poultry specialists, 9 epidemiologists, 4 microbiologists, and 3 other animal health specialists. The top tier experts are in 13 countries: Benin, Burkina Faso, Cameroon, Ethiopia, Gambia, Ghana, Mali, Mauritius, Nigeria, Senegal, Sudan, Tanzania, and Uganda. STOP AI is actively communicating with the top tier to identify training participants for the November training course in Senegal.

### **2 TRAINING**

This section describes the progress STOP AI has made on activities supporting the development of training courses.

#### **2.1 Inventory of Training Material and Development of Training Matrix**

The STOP AI team continued to gather training materials directly from project partners and external sources and added them to the online inventory. The inventory currently contains a total of 30 training manuals, slide presentations, and videos from STOP AI partners, NGOs, USG agencies, and international organizations. The materials cover a broad spectrum of AI topics and issues, from preparedness planning through outbreak response and recovery measures. A summary report of the inventory contents is currently being compiled.

The STOP AI training needs matrix was adapted into the draft STOP AI Training Catalog (SATC), which was provided to the STOP AI CTO for comment in September. The training catalog lists the training modules and their associated target audiences which STOP AI plans to develop in the coming year. Included in the catalog are several modules currently in development, include the revision of the

USAID AI Commodities modules and biosecurity training for smallholder farmers, along with the modules developed for the STOP AI Consultants Courses.

## **2.2 AI Orientation Course for ERN Recruits**

The STOP AI team developed two STOP AI Consultants Pre-Deployment Training courses. The first, held September 25 to 28 in Arlington, Virginia, targeted US-based avian influenza experts and trained them in:

- STOP AI consultant deployment
- The key international organizations' standards (OIE and FAO)
- National preparedness and response plans for HPAI
- Public health and occupational safety
- USAID AI commodities, and
- A Red Cross CPR certification course.

The 21 course participants included 4 human health experts and 17 animal health experts, with a wide variety of technical specialties including microbiology, pathology, and virology.

The STOP AI team also developed the STOP AI Consultants Pre-Deployment Training and HPAI Essentials course targeted at US and European-based experts that do not have a background in AI. The course will occur during the first week of October 2007. In addition, the team developed the material for the two-week, Senegal-based training targeting African experts planned for November 2007.

## **2.3 AI Orientation Pilot Course in Africa**

STOP AI plans to conduct the course for African experts in Senegal November 5 to 16, 2007. Currently, the team is coordinating with top tier African candidates to finalize the participant list.

## **2.4 Training of Trainers in CDC Human Health Course**

The STOP AI team received instruction from the USAID AI Unit not to pursue this activity proposed in the work plan.

## **2.5 Incident Management Model (IMM)**

The STOP AI team completed the IMM framework and incorporated it into the national preparedness and response plans for AI module of the Pre-Deployment Training. The IMM gives experts deployed to the field a model to use in guiding the responsible host-country officials in assessing and strengthening their approach to planning and managing an HPAI outbreak response. During the Pre-Deployment Training course, participants were introduced to the IMM and asked to provide feedback on the model, their experience with similar models, and suggestions for strengthening the model's applicability to organizing HPAI outbreak response in resource-poor environments.

### **3 REGIONAL OFFICES**

This section describes the progress STOP AI has made on establishing regional offices.

#### **3.1 Establishment of Africa Regional Office**

The STOP AI team has made contact with implementing partners about sharing office space, and is currently talking to AED about sharing an office. Discussions are progressing, and the regional office will be finalized next quarter.

### **4 LOGISTICS**

This section describes the progress STOP AI has made on logistics support.

#### **4.1 Commodities Distribution Assistance**

A STOP AI logistics team conducted a STOP AI Logistics Technical Assistance Mission to Nigeria from September 4-21, 2007. The overall purpose of the mission was to assess in-country logistics assistance needs and develop a strategy for enhancing in-country access to USAID Avian Influenza Commodities in coordination with the USAID | DELIVER project

In close collaboration with the National Logistics Officer (NLO) of the Nigeria Ministry of Agriculture Department of Livestock, the STOP AI team devised a plan for country-wide distribution of USAID AI Commodities to State-level storage facilities, and drafted an AI Commodities Logistics Standard Operating Procedure (SOP). The SOP formalizes the distribution system and management of AI commodities in Nigeria. The Logistics SOP has been submitted to USAID Nigeria for approval and transmission to the NLO. The NLO intends to distribute the SOP to all the State authorities and the regional Veterinary Teaching Hospitals that are soon to receive stocks of USAID AI Commodities. This is expected to ensure a common understanding of the national AI commodities distribution system and how an individual state is to request replenishment of AI commodities. The Logistics SOP will also be annexed to Nigeria's Integrated National Avian and Pandemic Influenza Response Plan for 2007-2009. The STOP AI team also drafted a Monthly Reporting Form that the State authorities will be instructed to use in reporting the status of their AI commodities stocks to the NLO on a monthly basis. This is intended to improve the accuracy and completeness of records and increase accountability at both State and national levels.

### **5 PROGRAM MANAGEMENT**

This section describes the progress STOP AI has made on activities supporting the management of the STOP AI program.

#### **5.1 Project Management and Administration**

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The Chief of Party and Operations Manager have coordinated closely with the Cognizant Technical Officer (CTO) to manage project activities.

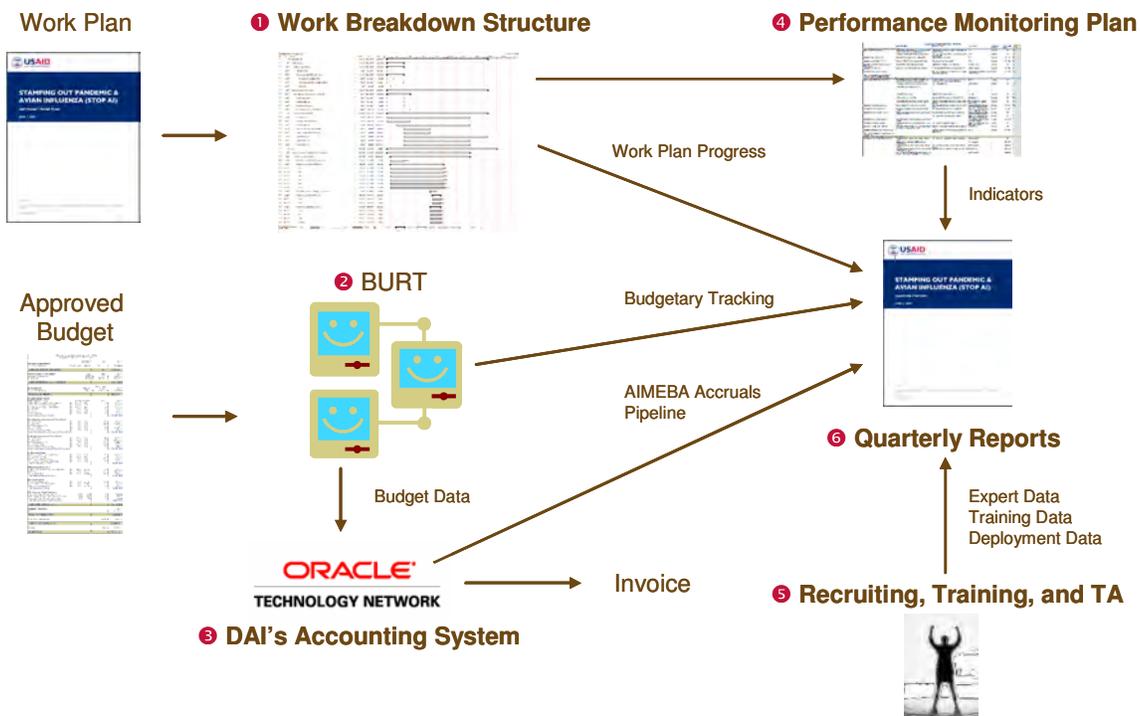
DAI issued supplemental letters of authorization to partners, signed subcontracts, and held a STOP AI partners meeting on Friday, September 28. In addition, the STOP AI team created a branding and implementation plan that USAID approved; provided a presentation in August on the progress made to developing management systems for budgeting, work planning, and reporting; held bi-weekly conference calls with partners; attended USAID partners meetings, and managed the quality of work.

In addition, DAI's home office provided information technology support and coordination on cost accounting, human resources, and contract issues.

### 5.2 Project Standards Maintenance

The STOP AI team finalized its process for contracting with and hiring experts. Long termers will be DAI or subcontractor employees. Most experts who will be deployed to the field for short-term assignments who are not subcontractor personnel will become intermittent employees of DAI. Experts who are prevented from being employed by DAI—for example, experts affiliated with universities—are still eligible to be independent consultants.

The STOP AI team also formalized the interaction of its management systems, as depicted in the graphic below.



### 5.3 STOP AI Collaboration Web Site

The STOP AI team continued to use its SharePoint Website as its primary Web-based communications site for maintaining key project files, including the work plan, quarterly reports, training material, project templates, and other key information. In addition, DAI's IT group established a beta test Microsoft Project Server Website for managing the MS Project files that will contain the Gantt charts and timelines for STOP AI projects and global activities.

#### **5.4 2007 Phase II Work Plan**

USAID provided the STOP AI team with an initial matrix of funding sources and high-level activity descriptions by region, sub-region, and country. The STOP AI team will meet with the regions individually to further scope the activities that will occur in advance of developing and delivering the FY 2008 Work Plan.

#### **5.5 Performance Monitoring Plan**

The STOP AI team developed an initial performance measurement plan (PMP) for Phase I of the project, and will further revise the PMP for the delivery of the FY 2008 Work Plan as outlined in activity 5.4 above.

## ***Update on Resolution of Issues***

| <b>Issues</b>  | <b>Resolution</b>   |
|--|---|
| Need more up-front involvement in forward planning, especially in instances where field-response is required | STOP AI and AI Unit worked together to improve the planning process through coordination with Missions in Bangladesh and Nigeria. This model can be adopted with other countries. |
| Due to privacy concerns, USAID has asked the STOP AI team to put ERN development on hold                     | USAID will offer a contract modification that removes ERN as a deliverable.   |

## ***New Problems Encountered and Proposed Solutions***

| <b>Issues</b>   | <b>Solutions</b>   |
|---|--|
| Priority setting among the STOP AI global, regional, sub-regional and country funding sources | Coordinate with the AI Unit and Missions to determine the sequence of activities, and which ones can be run concurrently |

## ***Anticipated Activities/Plan for Next Quarter***

The STOP AI team anticipates the following activities will occur during the next quarter:

- Training
  - Conduct Consultant Pre-Deployment training for US and European experts in October
  - Conduct Africa regional training in November
  - Refine existing training courses
  - Begin developing new training courses, as required
  - Prepare for the next regional training held in Europe or Asia in March 2008
- Regional Offices
  - Establish Dakar office
  - Begin establishing other regional offices as programs and priorities are finalized
- Logistics
  - Conduct USAID commodity training
  - Assist with in-country distribution of commodities
  - Support field teams as required
- Program Management
  - Develop and deliver the FY2008 STOP AI work plan
  - Continue staffing up the STOP AI organization chart
  - Respond as requested to develop SOWs for field support
  - Manage activity budgets, work, and quality
  - Integrate financial and programmatic results
  - Report progress

## ***Progress Toward Results: Overview***

STOP AI successfully completed most of its Phase I work plan in its second quarter of operation. We have established our management systems and are on-track across all activities of our work plan, as documented in the Summary of Activities and Achievements above.

The following bullets summarize key progress and results toward our program objectives.

1. Improved global availability of technical experts
  - Established our project infrastructure in Washington
  - Completed the requirements and defined the database structure for ERN
  - Developed the AI pre-deployment training courses
  - Recruited experts for training courses
  - Conducted the September pre-deployment training for US-based AI experts
  - Deployed experts to Ghana and Bangladesh to assist with outbreak activities
  - Deployed specialists to Nigeria to help with commodity distribution logistics
2. Increased use of internationally-accepted practices for animal and human disease control
  - Coordinated with other USAID partners working on AI, including AI.COMM in the field, including during the Ghana outbreak activities
  - Assisted Nigeria in its commodity distribution planning
3. Reliable and timely logistical support services provided
  - Identified space in Dakar for our first regional office

## ***Progress Toward Results: Recruitment and Training***

### **Recruitment Update**

STOP AI has identified and categorized a total of 357 experts. Approximately one third of these experts are from North America and one-third from Africa. STOP AI categorizes experts according to major skill sets, as shown in the table below.

|                             |            |
|-----------------------------|------------|
| Communications              | 3          |
| Economic and Socioeconomics | 3          |
| Environmental Protection    | 3          |
| Field Management            | 5          |
| Human Health                | 50         |
| Veterinary Health           | 256        |
| Uncoded / Other             | 37         |
| <b>Total</b>                | <b>357</b> |

In addition, the STOP AI mailbox received 157 applications from interested experts. The mailbox, designed to target Africa. In addition to soliciting 108 applications from the targeted region, the

mailbox also received 49 applications from other regions (8 from North America, 16 from Asia, 16 from the Middle East, 4 from Western Europe, and 5 From Australia/Oceania).

## **Training Workshops**

### *US Workshops*

STOP AI identified and invited participants to the two US orientation workshops for AI and Non-AI experts. The target audience for these two workshops was animal and human health experts with previous experience preparing for or responding to an avian influenza outbreak, for the AI course, and for other animal or zoonotic diseases, for the non-AI workshop; and who are available to accept short and or long term consultancies with STOP AI. Both courses were designed to include 20 animal health and 5 human health experts. STOP AI partner MSH identified the human health candidates. Over 40 participants were invited to the AI-experts workshop, 20 accepted and 19 were trained (one participant cancelled the Friday prior to the course due to a work-related priority). Thirty-five participants were invited to the Non-AI experts workshop and 23 participants accepted and were trained.

### *Africa Workshop*

STOP AI distributed a call for resumes from interested consultants through poultry networks active in Africa to identify interested candidates for the Africa pilot workshop. STOP AI has received, reviewed and classified 138 resumes. Two-thirds of the applicants were from West Africa, the focus of the pilot training. The target audience for the Africa pilot course is analogous to that of the US workshops. STOP AI prioritized the candidates for the training based on their expertise and practical field experience. Availability to accept consultancies was verified with priority candidates. A total of 35 candidates have been invited at the end of the second quarter.

## **STOP AI Field Deployments**

### *Bangladesh*

STOP AI was requested to identify a field epidemiology expert to support USAID and FAO in implementing a surveillance program. STOP AI recruited Dr. Yonathan Segal, a poultry veterinarian with expertise in the management of surveillance programs for this assignment. Dr. Segal provided a variety of technical assistance, including developing a biosecurity training package to build capacity in the commercial poultry sector, working with FAO, and coordinating with several NGO networks to improve surveillance. In addition, expert Lolly Gardiner focused on building laboratory capacity.

### *Ghana*

Dr. Andrea Miles provided veterinary technical assistance to the USAID Ghana Mission, Government of Ghana and Ghana Veterinary Service in support of their avian influenza control programs. STOP AI recruited Dr. Sabi Yao Sourou, a veterinarian from Togo to assist Dr. Miles in the implementation of AI commodities training. Through this pairing, STOP AI increased Dr. Sourou's capability to provide

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independent technical assistance on future assignments thereby addressing the goal of south-south cooperation.

### *Rome*

STOP AI was requested to identify international poultry veterinarian candidates for posting at FAO/Rome to assist in the revision of the simulation methodology, preparation of a country-specific scenario for the simulation and ultimately participation in the implementation of a tabletop simulation in the Europe and Eurasia region. Three candidates were identified.

### *Nigeria*

STOP AI sent Mariza Rogers and Nathan Kennedy to Nigeria to address logistics coordination with the USAID | DELIVER project. See section 4.I Commodities Distribution Assistance above for a full report.

## Financial Reports

### Pipeline

|                                   |              |
|-----------------------------------|--------------|
| Total Task Order Value            | \$35,839,343 |
| Total Obligation                  | \$34,303,490 |
| Total Expended through Sept 30    | \$2,108,316  |
| Remaining Balance of Obligation   | \$32,195,174 |
| Percentage of Obligation Expended | 6.15%        |

### Planned Expenditures for Next Quarter

|   |              |
|---|--------------|
| Additional Obligations Expected                     | \$0          |
| Total Expended through Sept 30                      | \$2,108,316  |
| Planned Expenditures Oct 1 thru Dec 31              | \$3,684,048  |
| Estimated Remaining Balance of Obligation on Dec 31 | \$28,511,126 |

### AIMEBA Expenditure Data – Life of Project

|   |                |
|---|----------------|
| PPI – Avian influenza preparedness and response plans | \$453,912.43   |
| PP2 – Coordination and collaboration                  | \$1,530,903.25 |
| AR2 – Animal Response Efforts                         | \$123,500.32   |

### AIMEBA Expenditure Data – This Quarter

|   |                |
|---|----------------|
| PPI – Avian influenza preparedness and response plans | \$453,912.43   |
| PP2 – Coordination and collaboration                  | \$1,015,667.25 |
| AR2 – Animal Response Efforts                         | \$123,500.32   |

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