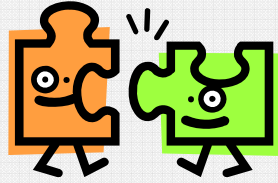


UNGASS & NASA Action Plan

Bucharest,
Romania



December 7th,
2007

UNGASS Report

- Due Date: 31st of January 2008
- Next steps for the immediate future

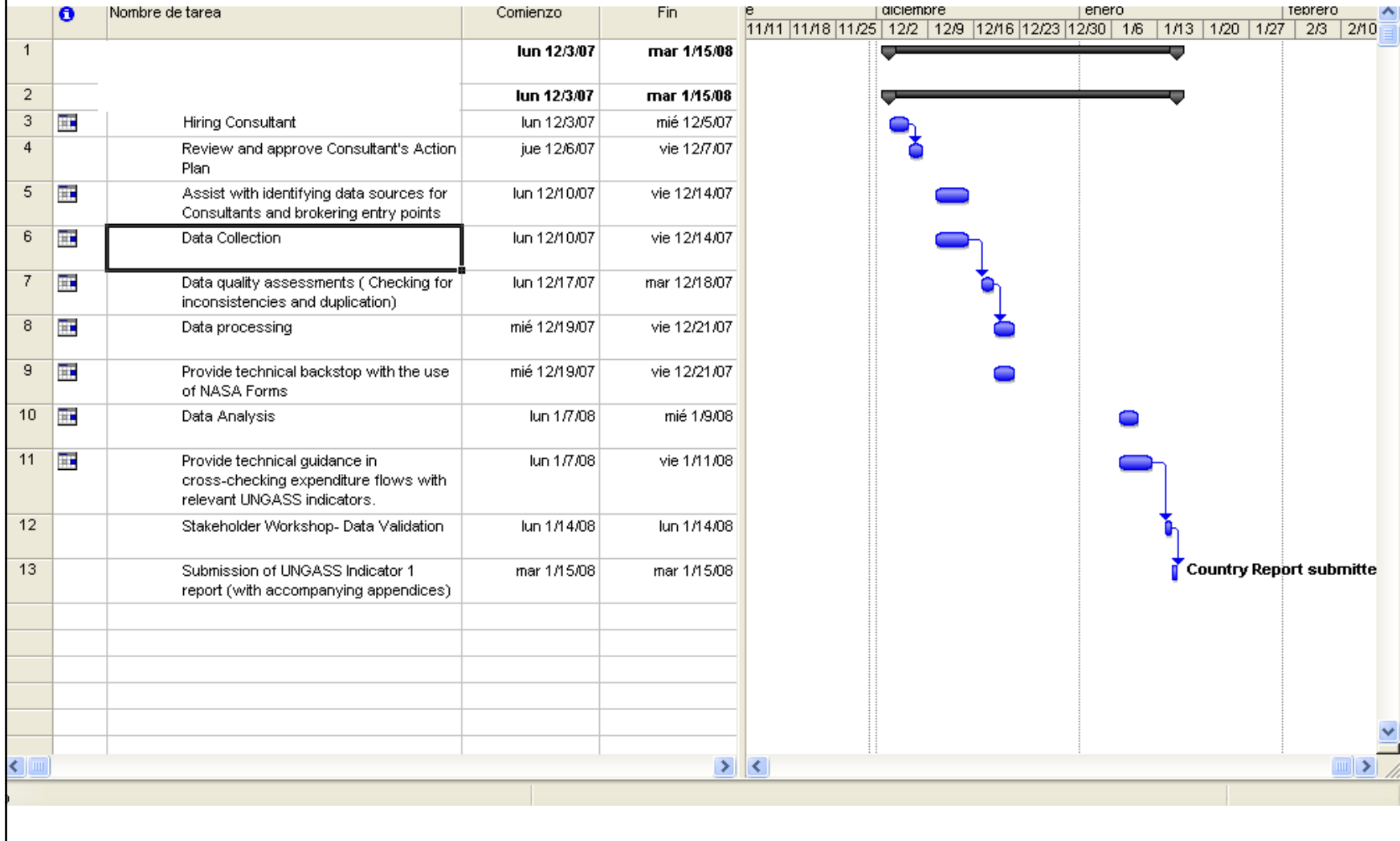
UNGASS Report / NASA Report – Action Plan

- $\frac{3}{4}$ hour to draft an action plan
- 1 page, timeline
- Main steps on the way to UNGASS/NASA
- Identify possible sources of funds

UNGASS Report – Action Plan Example 1

Activities	December				Jan		Remarks/problem
	1	2	3	4	1	2	
1 Briefing UCC, National AIDS Prog. Director, Ministry of Health							This may lead to development detail action plan or change current action plan
2 Situation assessment on curent data situation							
2 Orientation to UNGASS Task Force (1 day)							
3 Adapt/develop data collection forms to suit country needs							
4 Collect Data (distribute forms, collect completed forms)							This may take longer time and all the stakeholders may not submit all the financial information
5 Data compilation (checking accuracy of data)							
6 Categorisation and coding							
7 Input in Excel							
8 Input in RTS database							RTS being a new system, efficiency in its use may take sometime
9 Report production							
10 Analysis and report write up							

UNGASS Report – Action Plan Example 2



UNGASS Report – Action Plan Example 3

<i>No</i>	<i>Activities</i>	<i>Objective</i>	<i>Timeline</i>
1	Recruit the consultants	Develop plan for data collection, study tool	07-Dec-07
2	Meeting with key stakeholders (government sectors, non	<ul style="list-style-type: none"> • To obtain support and create awareness regarding • Identify other stakeholders 	11-Dec-07
3	Establish working team under National AIDS Council	<ul style="list-style-type: none"> • To form data collection team • Set deadline for data collection • Identify source of data and plan for field work • Briefing focal point for data collection 	12-Dec-07 13-15 Dec 07
4	Start data collection and data entry Target: (12 key ministries, 10 UN agencies, 3 donors) at national level	<ul style="list-style-type: none"> • To ensure all major players in HIV/AIDS are covered 	17-30 Dec 07
5	Verification and data cleaning	<ul style="list-style-type: none"> • To ensure data accuracy and acceptance by 	2-5 Jan 08
6	Data analysis	<ul style="list-style-type: none"> • To ensure usage of data for strategic purposes 	7-12 Jan 08
7	Report writing	<ul style="list-style-type: none"> • To prepare draft report 	14-18 Jan 08
8	Dissemination of report	<ul style="list-style-type: none"> • To share result and obtain input 	21-Jan-08
9	Final submission	Submission for UNGASS report	31-Jan-08

UNAIDS Support

- Identify problem areas in your proposal and try to show possibilities to overcome them
- What kind of support do you need and where can you get it?
- What kind of support would you like to get from UNAIDS and the RST?

Thank you!