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RELATORIO DE VIAGEM

VII Steering Committee meeting _TESA II in Johannesburg

The TESA VII Steering Committee took place on February 20-21, 2020 at Garden Court and Southern Sun Hotel, in Johannesburg.

The objectives of the meeting were the following:

1. To ensure accomplishment of the activities as set out in Annex 1 before project close out.
2. To Access the current technical and financial implementation situation of each site and discuss and address the critical issues
3. To review and discuss the TESA Work Plan
4. To discuss and address the critical issues from the implementation perspective
5. To Discuss and provide a decision making based on the TESA Corrective Action Plan

Almost all sites were present namely, Manhica Health Research Center-CISM (Eusebio Macete, Rodrigues Matcheve and Teresa Machai Macete), Botswana Partnership Aids Institute (Rosemary Musonda & Sikulilo Moyo through Zoom), University of Stellenbosch (SUN)-Andre Loxton, UTH-Zambia (Duncan Chanda and Mwansa Lubeya), UZCHS (Lynn Zijenah), BHRTT (Newton Kumwenda), BRTT (Junior Mutsvangwa), UCT (Michelle Tomasicchio, CISA (Claudia Fancony), LTCR (Benediction Mdlalose), ISGLOBAL (Alberto Garcia Basteiro through Zoom) and AIGHD Netherlands (Frank Cobelens through Zoom),

Dr Macete (Consortium Coordinator) welcomed all participants and highlighted the objectives of the meeting followed by agenda presentation (attached 1),

Then all participants have the opportunity to go through the minutes of the last steering committee meeting held in JHB, followed by each site member presentation which focuses on Y3 Work plan& pending activities, allocate activities Vs budget; challenges & risk and opportunities; Site corrective action plan before close out & compliance dates.

After all TESA members have presented, the TESA project manager gave an update on TESA Monitoring and Work Plan focus on actual Vs planned Activities, Outstanding project keys delivery/milestones, Risk assessment, TESA Action Plan Vs Budget management & Project completeness and Considerations on the Budget Management mechanism.

At the end of the meeting a jointly corrective action plan was defined within all TESA members, this activity was chaired by the Consortium Coordinator and notes were taken by the project manager.

Before closing the meeting, the consortium coordinator brought three points for discussion: next call, the next funds to be transferred and new members to the network,

Regarding the next call as soon as the dates are available the Consortium coordinator will share with all TESA members.

It was also defined the dates for the III Annual TESA General Assembly meeting which will take place in July 21-22, 2020, in Angola

In general, the meeting was very productive and outstanding as it accomplished all proposed activities on the agenda

*Prepared by Teresa Machai Macete,
(Manhica Project Manager-TESA)*

February, 27th, 2020



This project is part of the EDCTP2 programme supported By the European Union

TESA

TRIALS OF EXCELLENCE IN SOUTHERN AFRICA

Day 1: 20 February 2020

Time	Item Agenda	Moderator /Speaker
09:00-09:20	Welcome and introductions notes <ul style="list-style-type: none"> Agenda presentation Approval of last meeting minutes 	Eusébio Macete (Chair)
	Site presentations and Discussion: <ol style="list-style-type: none"> Y3 Work Plan & Pending Activities as set out in TESA Action Plan - Overview Brief Consideration: Allocated activities Vs Budget (YTD - Completeness & Consistency) Challenges/Risk and Opportunities Site Corrective Action Plan before Project Close out <ul style="list-style-type: none"> Recommendation/ Suggested Action to be taken and, Compliance dates 	E Macete (Moderator) All sites
09:20-09:40	<ol style="list-style-type: none"> SUN (South Africa) <i>15 min each presentation followed by 5 min discussing</i>	E. Macete (Moderator) Andre Loxton
09:40-10:20	<ol style="list-style-type: none"> BHRT (Malawi) UCT (South Africa) <i>15 min each presentation followed by 10 min discussing</i>	E. Macete (Moderator) Newton Kumwenda Michelle Tomasicchio
10:20-11:00	<ol style="list-style-type: none"> BRTI (Zimbabwe) CISM (Mozambique) <i>15 min each presentation followed by 10 min discussing</i>	D Chanda (Moderator) Junior Mutsvangwa Teresa Machai
11:0-10:15	Coffee Break	
11:15-11:55	<ol style="list-style-type: none"> UZCHS (Zimbabwe) UTH (Zambia) <i>15 min each presentation followed by 10 min discussing</i>	D Chanda (Moderator) Lynn Zijenah Duncan Chanda
11:55-12:35	<ol style="list-style-type: none"> CISA (Angola) ECRIN (French) <i>15 min each presentation followed by 15 min discussing</i>	J Shaheema (Moderator) Jocelyne Vascoceles Jacque Demotes (<i>will not attend</i>)
12:35-13:15	<ol style="list-style-type: none"> BHP (Botswana) LTCR (South Africa) <i>15 min each presentation followed by 15 min discussing</i>	J Mutvagwa (Moderator) Rosemary Musonda Benediction Mdlalose
13:15-14:15	Lunch	
14:15-15:15	<ol style="list-style-type: none"> UNAM (Namibia) ISGlobal 	J Mutsvangwa (Moderator) Jacob Shaheema Alberto Garcia



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	<p>14. AIGHD (Amsterdam) 15. UCL (London) <i>15 min each presentation followed by 15 min discussing</i></p>	<p>Frank Cobelens Ali Zumula</p>
15:15-16:00	<p>Presentation: Update on TESA Monitoring and Work Plan</p> <ul style="list-style-type: none"> • Actual Vs Planned Activities • Outstanding project keys Delivery/Milestones • Risk Assessment <p>1. TESA Action Plan Vs Budget management (YTD) <ul style="list-style-type: none"> • Project completeness and Considerations on the Budget Management mechanism </p> <p>2. TESA Corrective Action Plan and Compliance date</p> <p><i>30 min presentation followed by 15 min discussion</i></p>	<p>E. Macete (Moderator)</p> <p>Rodrigues Matcheve</p>
16:00-16:15	Break	
16:15-16:45	<p>Working Groups: Preparing Corrective TESA Action Plan (Y3)</p> <ul style="list-style-type: none"> • Grouping the board members • Assigning responsibilities to board members Groups 	<p>R. Matcheve (Moderator)</p> <p><i>Proposal: To discuss strategy and draft the Corrective Action Plan to be addressed before project end</i></p>
16:45-17:15	<p>Day 1 Summary of the Meeting</p> <ul style="list-style-type: none"> - Site roles, quality improvement suggestions (Discussed points) - Listing of recommendations / suggested 	<p>R Matcheve Eusebio Macete</p>
17:15-17:20	Day 1 Closing	Eusebio Macete
Day 2: 21 February 2020		
09:00-10:30 10:30-11:30	<ul style="list-style-type: none"> - Group Discussion - Plenary Presentation and Discussion 	<p>E. Macete/R. Matcheve <i>Full Board</i></p>
11:30-12:00	Break	
12:00-13:30	TESA II Final Corrective Action Plan Compilation/Compliance Date)	Rodrigues Matcheve <i>Full Board</i>
13:30-14:30	Lunch	
14:30-15:30	<p>Day 2 Summary of the Meeting</p> <ul style="list-style-type: none"> - Budget Management key points - Collaboration Actions - Corrective Action Plan considerations / Compliance 	<p>Rodrigues Matcheve Eusébio Macete</p>
14:30-15:00	Closing Remarks	
		Eusebio Macete