

Kingdom of Cambodia

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Agreement

Between

**National Center for HIV/AIDS, Dermatology and STD
(NCHADS), of the Ministry of Health**

And

AIDS Healthcare Foundation (AHF)

For

**The Support of HIV/AIDS Prevention, Care and Treatment Program for People
Living with HIV/AIDS (PLHIV) and Their Families in Cambodia
(Year 2014 – Year 2018)**



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This **Letter of Agreement** is made on November 29th, 2013 between the National Center for HIV/AIDS, Dermatology and STD (NCHADS) of the Ministry of Health of the Royal Government of Cambodia and the AIDS Healthcare Foundation (AHF) and the agreement will last until December 31, 2018.

NCHADS and AHF agree to ensure that the closed collaboration and coordination between the two parties will increase the capacity and skill of healthcare personnel; strengthen the service delivery of HIV/AIDS treatment and care; and scale up of ART care and treatment and HIV/AIDS prevention in Cambodia.

Scope of the Agreement:

The **Agreement** embodies the terms and conditions under which NCHADS and AHF will collaborate and cooperate in the course of their operations in Cambodia and shall encompass the objectives, project locations, and obligations of the parties involved herein.

Article 1: Project Locations

AHF agrees to provide both technical and financial assistance to the following 32 Pre-ART/ART sites, 30 MMM projects, and 5 HIV Testing and Counseling (HTC) projects in 5 capital/provinces. The Correction Center 1 and 2 in which HIV positive prisoners found are covered by the Mean Chey Pre-ART/ART site.

32 OI/ART Sites:

1. Preah Ket Mealea Hospital,
2. Preah Kossamak Hospital,
3. Khmer-Sovet Friendship Hospital,
4. Mean Chey Referral Hospital,
5. Samdach Euv Referral Hospital,
6. Pochentong Referral Hospital,
7. Chamkadong Referral Hospital,
8. Daunkeo Referral Hospital,
9. Kirivong Referral Hospital,
10. Anroka Referral Hospital,
11. Stung Treng Referral Hospital,
12. Romeas Heak Referral Hospital,
13. Pearaing Referral Hospital,
14. Preah Sihanouk Ville Referral Hospital,
15. Odor Mean Chey Referral Hospital,
16. Kampong Thom Referral Hospital,
17. Koh Thom Referral Hospital,
18. Kean Svay Referral Hospital,
19. Kampot Referral Hospital,
20. Kampong Cham Referral Hospital,
21. Military Regional 5 Hospital,

30 MMM Sites:

- 1- Samdech Ov RH/MMM
- 2- Pochentong RH/MMM
- 3- Chamkar Doung RH/MMM
- 4- Mean Chey RH/MMM
- 5- Kampong Cham RH/MMM
- 6- Memut RH/MMM
- 7- Tboung Khmom RH/MMM
- 8- Cheung Prey RH/MMM
- 9- Chamkar Leu RH/MMM
- 10- Srey Sonthor RH/MMM
- 11- Kean Svay RH/MMM
- 12- Koh Thom RH/MMM
- 13- Baray Sontuk RH/MMM
- 14- Prey Kabas RH/MMM
- 15- Kirivong RH/MMM
- 16- Preah Sihanouk RH/MMM
- 17- Romeas Heik RH/MMM
- 18- Pearaing RH/MMM
- 19- Kampot RH/MMM
- 20- Sampov Meas RH/MMM
- 21- Battambang RH/MMM

22. Udong Referral Hospital,
23. Kong Pisey Referral Hospital,
24. Baray santuk Referral Hospital,
25. Prey Kabas Referral Hospital,
26. Siem Reap Referral Hospital,
27. Sampove Meas Referral Hospital
28. Chey Chom Neas Referral Hospital
29. Mondol Kiri Referral Hospital
30. RatanaK Kiri Referral Hospital
31. Kep Referral Hospital
32. Anlong Veng Referral Hospital

- 22- Military Region 5 RH/MMM
- 23- Stung Trang RH/MMM
- 24- Ksach Kandal RH/MMM
- 25- Vel Vong RH/MMM
- 26- RatanaK Kiri RH/MMM
- 27- Mondol Kiri RH/MMM
- 28- Kep RH/MMM
- 29- Prey Kambas RH/MMM
- 30- Chey Chom Nas RH/MMM

5 HIV Counseling & Testing Sites:

- 1- Preah Sihanouk province
- 2- Phnom Penh capital city
- 3- Siam Reap province
- 4- Svay Reang province
- 5- Pailin province

Article 2: Objectives of the Agreement

1. To strengthen and enhance capacity and skill of healthcare personnel;
2. To scale up Pre-ART/ART care and treatment services within designated boosted Continuum of Care sites by the NCHADS/Ministry of Health;
3. To conduct prevention events/campaigns;
4. To support the Royal Government of Cambodia HIV/AIDS programme in ART treatment initiatives.

Article 3: Obligations of NCHADS

1. Provides and ensures an uninterrupted supply of Antiretroviral (ARV) medications and medications for the treatment of opportunistic infections to the 32 Pre-ART/ART sites and 30 MMM sites as defined in this agreement;
2. Shares with AHF all the national strategic frameworks and guidelines on treatment, care and support for people living with HIV/AIDS in Cambodia;
3. Provides national guidelines for training of staff involved in the program to AHF;
4. Supports AHF in scaling up of new sites/projects;
5. Assists AHF in any administrative procedures in relation to the importation or utilization of equipments as and when required;
6. Provides AHF any requested reports from the Pre-ART/ART sites and VCCT Sites.

Article 4: Obligations of AHF

AHF will undertake the following obligations base on its financial, technical, and human resource abilities as specified in its annual budget plan.

1. Provides technical assistance to NCHADS, the 32 Pre-ART/ART sites, the 30 MMM sites, and the 5 HTC projects. AHF will strengthen and improve the capacity and skill of the program staff to implement the ARV treatment, care and support program more effectively;
2. Provides incentives for the Pre-ART/ART staff in the 32 Pre-ART/ART sites as specified in the mutual agreement between NCHADS and AHF;
3. Collaborates with NCHADS to provide and conduct trainings for the Pre-ART/ART staff base on national treatment and training guidelines;
4. Provides technical assistance to other provinces or other Pre-ART/ART sites for ARV preparedness and to further strengthen the ARV roll-out in the new suggested sites as requested by NCHADS;
5. Provides updated knowledge on HIV/AIDS related which may include ART, counseling and adherence issues, and side effects of the drugs for physicians, nurses, and other support staff at the Pre-ART/ART sites;
6. Provides and builds capacity of NCHADS and selected Pre-ART/ART sites in the provinces, and improving existing facilities to enable effective delivery of ARV and subsequently scale up to reach the national targets;
7. Works in closed collaboration with CPN+ and other PLHIV Support Groups, provide capacity building for PLHIVs on ARV preparedness, counseling on adherence, and community follow-up of PLHAs on ART by basing on the CoC's SOP for effective ARV roll out and implementation of services;
8. Plans and organizes national and international workshops and conferences; create opportunities to share relevant experiences; and organizes exchange visits for ART physicians, nurses, counselors, administrative staff, and program personnel among Pre-ART/ART sites in Cambodia, Asian countries, and in the globe;
9. Provides technical and scientific updates for NCHADS to broaden the pool of HIV/AIDS physicians with skill in ART treatment, management of side effects, adherence counseling, program management, training and research, and other relevant technical areas;

10. Complements the work of NCHADS' partners with additional dissemination and analysis of best practice from within and outside Cambodia;
11. Provides well-documented international experience manuals and toolkits, as requested by NCHADS;
12. Assists NCHADS to document and disseminate best practices and lessons learnt; establish mechanisms for regular dissemination of information on best practices and lessons learned through print and electronic media;
13. Provides quarter activity report to NCHADS/PHD/PASP.

Article 5: Available of Funding

AHF is committed to approximately spend **1,677,283.94 USD** every year to support the 32 Pre-ART/ART sites, the 30 MMM sites, the 5 HTC projects, and other campaigns and events over the next 5 years in setting up and providing necessary supports under its obligations to NCHADS as addressed in this Letter of Agreement (LoA). A detailed budget plan for 2014 is shown in the below table:

Category	Estimated Budget 2014
HR Cost	500,597.88 USD
Operation Cost	1,176,686.06 USD
TOTAL:	1,677,283.94 USD

Article 6: Period of Collaboration

This **Letter of Agreement** shall remain in full force and effect until December 31, 2018 and shall be automatically renewed thereafter;

Article 7: Amendments

This **Letter of Agreement** may be amended by mutual agreement of both parties—the National Center for HIVAIDS, Dermatology, STD (NCHADS) and the AIDS Healthcare Foundation (AHF);

Article 8: Settlement of Disputes

Both parties shall resolve any dispute regarding implementation of the program discussed in this agreement amicably.

Article 9: Termination

Both parties may terminate this LoA for any reason at any time by giving the other party 3 month's prior notice in writing.

Article 10: Law Applicable

This Letter of Agreement shall be construed and governed in accordance with Laws of the Royal Government of Cambodia.

This Letter of Agreement will come to effect from December 01, 2013 after the representatives of the two (2) parties sign the agreement.



Name: **Dr. Chhim Sarath**
AHF Asia Bureau Chief



Date: **29/11/2013**.....

Name: **Dr. Mean Chhi Vun**
Director, NCHADS