



ERNA - European Red Cross and Red Crescent Network on HIV, AIDS and TB

PLAN OF IMPLEMENTATION OF ERNA EVALUATION RECOMMENDATIONS 2012-2013

RECOMMENDATIONS	ACTIVITY	INDICATORS	ASSUMPTIONS	TIMEFRAME	BUDGET / FINANCIAL PLAN
1.Relevance and purpose					
<p>[Recommendation 1.1] – Make the key tasks and responsibilities of Board, Secretariat and members more specific, time-bound and accountable (in a revised ToR)</p> <p>Result: Done</p>	<p>Revision of the ERNA ToR :</p> <ul style="list-style-type: none"> -amendments to the sections “ERNA Secretariat: key tasks and responsibilities”, “ERNA Board members: key tasks and responsibilities” and “Member National Societies: key tasks and responsibilities” according to recommendation 1.1 	<p>N. of proposal submitted by ERNA Members to amend the ToR = 12;</p> <p>N. of received proposal included in the draft ToR = 12;</p> <ul style="list-style-type: none"> - Draft ToR discussed by participants of the ERNA General Meeting in Georgia, September 2012, and adopted by the ERNA Board - Revised ToR in English and Russian forwarded to the ERNA National Societies and posted on the ERNA website 	<p>Specified tasks and responsibilities of the ERNA Board, Secretariat and member National Societies will contribute to successfully perform the mission of ERNA</p>	September 2012	Included in General Administration Cost (see Annex 1 for ERNA Budget 2012 in EUR)
<p>[Recommendation 1.2] – Model good practice by involving the PLHIV, TB and affected communities in the ERNA governance function and resource this accordingly</p>	<p>GNP+ and/or PLHIV/TB representatives participate in the ERNA Board meetings and are involved in the ERNA decision making process</p>	<ul style="list-style-type: none"> - Presence of GNP+ and/or PLHIV/TB representatives during the Board - PLHIV participant at the ERNA Board meeting get visibility through the ERNA website 	<p>Management functions will be successfully assumed by PLHIV/TB. It will contribute to establish partnership and effectively cooperate with PLHIV/TB</p>	Since January 2012	Included in General Administration Cost (see Annex 1 for ERNA Budget 2012 in EUR)

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Result: Done			organizations and networks in order to tackle HIV and TB		
<p>[Recommendation 1.3] – Actively promote the implementation of the GIPA principle among the membership and monitor progress.</p> <p>Result: Done and in progress</p>	<p>GNP+ and PLHIV/TB representatives are invited as special reliable partners at the annual ERNA GM</p> <p>RC NSs regularly involve positive people to response to HIV, AIDS and TB at the national and local level</p>	<p>- Relevant contributions of GNP+ and/or PLHIV/TB representatives assured during the GM N. of speeches and presentations held by such partners GM-2012 = 5</p> <p>x. N. of people from among vulnerable communities who were actively involved in the RC activities at the national and local level in 2012 – <i>Questionnaires in ENG& RUS prepared and sent to ERNA member NSs. Report will be ready by 14 January 2013</i></p>	<p>The guiding role and example given by GNP+ and/or PLHIV/TB representatives during the GM will help participants to overcome prejudice and stigmatization</p> <p>The RC activities based on the GIPA principle will become more efficient, effective and meaningful</p>	Throughout 2012 – 2013 and onwards	EUR 4.000,00 (see ERNA Budget-2012)
2. Efficiency					
<p>[Recommendation 2.1] – Review composition and competencies required of Board members, clarify roles and responsibilities of each Board member including the Vice-Chairpersons, then co-</p>	Roles and responsibilities were better defined in the revised ToR. During the ERNA Board meetings they were analyzed by the ERNA Board members.	N. of the ERNA Board meeting Minutes where the ERNA Board members activities were analyzed and assessed in 2011 = 4 in 2012 = 5	Regular analysis of the ERNA Board membership and responsibilities will assure strategic long sighted thinking	Since 2012	Included in General Administration Cost (see Annex 1 for ERNA Budget 2012 in EUR)

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<p>opt additional competencies from member NS and external partners to ensure there is the capacity for strategic and visionary thinking</p> <p>Result: Done and in progress</p>	<p>A representative of GNP+ and/or PLHIV has taken part in the Board meetings since 2012</p>	<p>At the GM 2013 a representative of PLHIV will be invited to become permanent advisor at the Board for a year.</p>			
<p>[Recommendation 2.2] – Resource the Secretariat and delegate the authority and responsibility for it to be able to function effectively and drive the network to operationalize the objectives</p> <p>Result: Done and in progress</p> <p><i>Operational tasks and duties given by the revised ToR as a clear mandate to the Secretariat have been fully accomplished</i></p>	<p>1. The ERNA Secretariat personnel was increased</p> <p>2. The Secretariat was provided with sufficient funding</p> <p>3. Amendments of the “ERNA Secretariat: key tasks and responsibilities”</p> <p>4. The ERNA Secretariat successfully performed its duties, displayed initiative and creativity</p>	<p>1. The ERNA Secretariat personnel increased by one assistant</p> <p>2. Money regularly allocated to the ERNA Secretariat</p> <p>3. The section “ERNA Secretariat: tasks and responsibilities” of the ERNA ToR-2012 amended and supplemented</p> <p>4. - A number of informational letters forwarded to the ERNA Board, member NSs and partners in 2011 = 38 in 2012 = 32 (2011-2012 e-mail correspondence = 1967 chains of letters) - A number of the ERNA Board meetings held in 2011-2012 = 9 - The ERNA General Meetings were successfully organized and held (ERNA GM</p>	<p>The ERNA Secretariat will work actively and efficiently and its effectiveness will steadily grow</p>	<p>Throughout 2012-2013</p>	<p>Not less than EUR 28.000,00 annually (see Annex 1 for ERNA Budget-2012 “Personnel and General Administration”)</p>

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	5. The ERNA Secretariat reporting was transparent and regularly submitted to the ERNA Board	Evaluations for 2011-2013) 5. The ERNA Secretariat regularly submitted its reports to the ERNA Board and NSs. All the reports were mailed out by e-mail and posted on the ERNA website www.erna.by			
[Recommendation 2.3] – Reduce cost of Board meetings by use of e-conferencing and other technologies. Result: Done	1. Holding of Skype ERNA Board meetings 2. Reduction of quantity of the ERNA Board meetings “face-to face”	1. N. of electronic Board meetings done: a) in 2012 – 3 b) in 2013 - x. N. of participants at these Boards: 2. - N. of “Face-to-face” Board meetings: a) in 2012 – 2 b) in 2013 - ERNA money saved: about 5700 EUR Cost in 2011 – 7986,17 EUR Cost in 2012 – ab. 2255,00 EUR	The use of e-conferencing allow to reduce considerably the cost of the ERNA Board Meetings	Throughout 2012-2013	About EUR 9.000,00 (see ERNA Budget-2012)
[Recommendation 2.4] – Review the ToR of the GM, its objectives and criteria for attendance and participation by members Result: will be completed in 2013	To define theme and sessions respecting needs of the hosting NS To include Member NSs and reliable Partners in the preparation of sessions. NSs selected according to best practice they developed in the topic	Hosting NS representative participated in the GM decisional making process at the Board x N. of sessions prepared following this principle x. N. of NSs involved x. N. of Partners involved	Objectives, criteria to evaluate the effectiveness of the participation in the ERNA General Meetings will be defined and agreed by NSs	During 2013 for the 17 th ERNA GM	Included in General Administration Cost (see Annex 1 for ERNA Budget 2012 in EUR)

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<p>[Recommendation 2.5] – Increase the proportion in the budget allocated and spent on membership services (such as information exchange, e-forums, technical working groups)</p> <p>Result: p.p.1.and 2. - not performed in 2012 due to lack of funds</p> <p>Result: p. 3 – done and in progress</p>	<p>Focusing and sharing of the best practices:</p> <p>1. To support financially the participation of some member NSs at special events related to HIV, TB and other communicable diseases</p> <p>2. To find possibilities for facilitating exchange/study visits among member National Societies, exchange of experiences</p> <p>3. To strengthen the ERNA network and relations with relevant stakeholders through the exchange of experiences and information by means of the website: -Updating the website on the regular basis: -Posting of relevant information from member National Societies and relevant stakeholders - Maintaining of the website interactive part</p>	<p>1. x. No. of National Societies that participated in international conferences by presenting best practices or in specific trainings</p> <p>2. x. N. of exchange/study/cooperation visits done</p> <p>Report disseminated by means of the ERNA website</p> <p>3. N. of news posted 2012 = 46 N. of electronic pieces of advice offered 2012 = 18 N. of website visitors 2012: = 460 (276 people)</p> <p>N. of PLHIV organizations using the platform as its own in 2012 = 3 N. of other stakeholders linked in 2012 = 12</p>	<p>1. Member National Societies express their concrete needs, wishes and proposals for such study visits/trainings</p> <p>2. Sufficient funds available</p> <p>The IFRC will provide clear recommendation on outlook of such experience exchange</p> <p>3. Members and stakeholders will be well-informed</p>	<p>Throughout 2012</p> <p>Throughout 2012</p> <p>Throughout 2012-2013</p>	<p>1. EUR 3.000,00 (see ERNA Budget-2012)</p> <p>2. EUR 10.000,00 (see ERNA Budget-2012)</p> <p>3. Not less than EUR 1.800,00 annually for the web site maintenance</p>

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	- Feasible creation of a platform for PLHIV NGOs				
<p>[Recommendation 2.6] – Make a plan to engage in a more planned and strategic way with NS leadership to improve ‘buy-in’ and continuity of commitment to ERNA membership and participation</p> <p>Result: Done</p>	<ul style="list-style-type: none"> - Development of the ERNA Strategic Plan of action 2012-2013. - Approvement of the Strategic Plan of action by the ERNA member NSs leadership - The Strategic Plan of action posted on the ERNA website. - The performance of the plan monitored by the ERNA Board 	<p>The Strategic PoA adopted, sent to NSs and posted on the ERNA website.</p> <p>N. of discussions between the leadership of ERNA member National Societies and ERNA Board, Secretariat in 2012 = 11.</p>	Counter-obligations of the parties will be fulfilled	2012	Included in General Administration Cost (see Annex 1 for ERNA Budget 2012 in EUR)
3. Effectiveness					
<p>[Recommendation 3.1] – Make a simple communication strategy both for internal (membership) and external (partners and stakeholders), that includes a commitment to routine periodic communication and makes clear what is expected in response (from members)</p> <p>Result: Done and in progress regarding Strategy</p>	<p>A simple communication strategy was used while keeping in touch with ERNA members and partners.</p> <p>A draft communication strategy was developed on the basis of practical experience.</p>	<p>Internal and external communication daily maintained.</p> <p>A draft communication strategy developed</p>	<p>The ERNA Secretariat and Board will actively exchange information</p> <p>The communication strategy will be approved, mailed out to all concerned and posted on the ERNA website</p>	<p>2012</p> <p>2013</p>	Included in General Administration Cost (see Annex 1 for ERNA Budget 2012 in EUR)

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<p>[Recommendation 3.2] – Develop more meaningful and diverse partnerships i.e. including but not exclusively for, resource (money) mobilization</p> <p>Result: partially performed due to lack of funds in 2012</p>	<p>Networking and establishing partnership with organizations of PLHIV, UN agencies, EU, HRI, non-governmental organizations, Global Fund and other international and national organizations and with existing Federation's Networks</p>	<p>I. N. of partnership established: in 2012 = <i>1) UNAIDS, UNDP, WHO, UNODC, UNFPA, EU, Global Fund, Stop TB, HRI, EHRN, 35 Governmental and Civil Society Organizations</i> <i>2) IFRC, ART Network, donor/partner RCRC NSs (Italian RC, Norwegian RC, Swedish RC, Netherlands RC, Danish RC, Russian RC, American RC, Croatian RC, German RC)</i> <i>3) AIDS Action Europe, ECUO, GNP+, Eli Lilli, ICRC, USAID, Villa Maraini Foundation, CAHIV, Population Service International (PSI), AIDS Foundation East-West (AFEW), PLHIV, National AIDS Manual (NAM)</i></p> <p>Communication with member NSs in this regard: in 2012 = 2 times per year. 19 ERNA RC NSs submitted information.</p> <p>II. Participation of ERNA Board member at relevant Meetings organized by external partner organizations</p>	<p>National Societies will have programmes and feasible projects to present and submit to potential partners</p> <p>To explore if there is a possibility to include Potential Partners' tools in RCRC actions</p>	<p>Partners to be invited to the 16th and 17th ERNA General Meetings</p>	<p>About EUR 9.000,00 annually</p>

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		Participation of ERNA Board members at relevant meetings, trainings, events New experience, know-how and ideas shared through minutes & reports and website			
[Recommendation 3.3] – Make a commitment to quarterly written updates on the PoA and external developments, and also an annual written report Result: done and in progress	The ERNA Plan of action was regularly amended. An annual written report was prepared on a regular basis	Amendments and comments to the PoA were made. The ERNA annual report was elaborated, submitted at the ERNA General Meeting, adopted, disseminated among NSs and posted on the ERNA website.		Throughout 2011-2013	Included in General Administration Cost (see Annex 1 for ERNA Budget 2012 in EUR)
4. Impact					
[Recommendation 4.1] – Develop a monitoring and evaluation framework which will include key performance indicators and a systematic way to capture lesson learning and promote good practice Result: will be done in 2013	Monitoring and evaluation framework was developed by the ERNA Board members with the assistance of the IFRC	A draft framework prepared. x. N. of NSs which submitted their amendments and supplements to the draft framework. The framework adopted by the ERNA Board, disseminated among the member NSs and posted on the ERNA website. Monitoring results disseminated among NSs and posted on the ERNA website.	The results of the monitoring and evaluation will help to draw lessons from disclosed problems and improve ERNA performance	2013	Included in General Administration Cost (see Annex 1 for ERNA Budget 2012 in EUR)