

# Terms of Reference

## Tanzania Joint Annual HIV/AIDS Sector Review 2008

### Introduction

Bi-annual a joint review is undertaken of HIV/AIDS sector progress, constraints and future priorities. This process is led by Tanzania AIDS Commission, TACAIDS, with close collaboration of other parts of government, development partners, other HIV/AIDS sector stakeholders and civil society. The main review is preceded by a technical Review, which goes through the important reports and strategies to highlight issues and options to be tabled in the main review meeting. The review takes place in November to align with the budget cycle and to provide input to the annual MKUKUTA and General Budget Support Reviews.

### Objectives

A Joint Annual Sector Review will take stock of progress made in implementing the National Multi-Sectoral Strategic Framework (NMSF) by all sectors focusing on the district and community response and make recommendations for future actions.

1. **Review progress** in implementation of the 2<sup>nd</sup> NMSF
2. **Share important developments**
3. Agree upon specific **priorities for 2009/2010**.

Specifically the JAR will:

- a) Analyze the district, community and household response report which includes the extent of implementation of the strategic objectives as stipulated in the NMSF.
- b) Review reports from key technical areas.
- c) Review progress, constraints and resource mobilization including finance
- d) Examine the epidemiological situation and trend of HIV and AIDS
- e) Review the progress on implementation of milestone of second JAR
- f) Perform district analysis, community and household response as field work
- g) Assess structural, policy and legal environment and achievements
- h) Identify and agree on main priorities and a minimum number of milestones for the coming period on the implementation of the second NMSF

### Deliverables

The final output of the whole Review Process will be a Main Report, which captures the proceedings of the Review, conclusions reached and milestones agreed for the two years ahead. This Main Report will be supported by the documents tabled for discussion at the Review.

### Process

The process to undertake the review will be into four stages as follows:

#### **1) FIELD VISIT**

A field visit will be conducted. It will assess progress and key issues relating to district and community response looking at the prospects and challenges as well as suggesting the way forward. TACAIDS will involve a team of consultants to carry out the study. The study will specifically look into the following areas: finance, planning, budgeting, auditing, institutional arrangements and roles. It will also look at Public Sector response in a wider perspective. The followings are proposed district for the study

- Northern zone: Regions of Kiteto, Rombo, Monduli

- Southern zone: Regions of Rungwe ,Makete and Tunduru
- Western zone: Regions of Kibondom Nkasi and Nzega
- Eastern zone: Regions of Mkuranga ,Temeke and Ulanga
- Eastern zone: Regions of Mkuranga ,Temeke and Ulanga
- Lake zone: Regions of Muleba, Ukerewe and Tarime

## **2) DESK REVIEWS on:**

- Structural, Policy and Legal Environment
- Financial and Resource Mobilization
- Epidemiological Situation and Trends
- Progress of Implementation of Milestones

## **3) TECHNICAL REVIEW, October 29-30, 2008**

Chaired by TACAIDS and representative from Development Partners and Civil Society. The Technical Review will include technical staff from GOT, Development Partners and civil society who are responsible for and/or bring expertise to discussions around the technical components of HIV/ AIDS.

Following a presentation on the progress on implementation of milestones set 2006, reports from desk reviews and a field trip examining the national response at community and district level, parallel working groups will be charged with considering various aspects of the sector performance, assessing progress and identifying priorities for the years ahead.

### **TOR for Working Groups at Technical Review Meeting**

Relevant background documents and up-to-date information will be made available to the groups of the technical review meeting. Group chairs will ensure that key issues and agreements as outlined above are captured and reported.

#### **Expected outcome:**

1. Assess Progress
2. Discuss and agree upon implications for HIV/ AIDS sector planning, priorities and possible milestones.
3. Report
  - Present the group's conclusions in the plenary,
  - Following discussions in plenary the Working Group will agree on and prepare the presentation to the Main Review.
  - Prepare a brief consensus report (max. one page) including the working group's main findings and recommendations. Submit the report electronically to TACAIDS Department of Policy and Planning ([kberlin@tac aids.go.tz](mailto:kberlin@tac aids.go.tz)), before 5<sup>th</sup> of November.

#### **Expected outcome of the Technical Review meeting**

A short report summarising the findings and recommendations of the Technical Review and of the different working groups will be prepared by TACAIDS for presentation in the main review meeting. This report will include group recommendations or options summarised and consolidated.

## **4) MAIN REVIEW 10<sup>th</sup>- 11<sup>th</sup> November 2008**

Chaired by Executive Director TACAIDS, co-chaired by Permanent Secretary Prime

Minister's Office; Representative Development Partners; Representative of People Living with HIV/AIDS.

The 2 day main review will invite a wide range of stakeholders in the HIV/AIDS sector. The main review will be briefed about the Performance Assessment Report and briefed about major strategic sector developments that have emerged during the past years. Conclusions of the technical review meeting will be presented. The main review will discuss these findings and agree on a statement to describe the HIV/AIDS sector progress. Finally, the Review will agree on priorities and on the milestones to be achieved by Joint Annual Review 2010.

Documents to be made available in advance of the meeting

- NMSF II 2008-2012
- PER HIV/AIDS 2007
- TACAIDS Annual report 2007
- Reports 2008:
  - District and community response: prospects and challenges
  - Structural, Policy and Legal Environment and Achievements
  - Financial and Resource Mobilization
  - Epidemiological Situation and Trends
  - Progress on Implementation of Milestones
- Report from Technical Review 2006
- Report from Main Review 2006