

TERMS OF REFERENCE

Appointment of Individuals to Serve on the PR Selection Appeals Committee of the South Africa Global Fund Country Coordinating Mechanism

Background

The South Africa Global Fund Country Coordinating Mechanism (GF CCM) is responsible for the development and submission of a consolidated national HIV and TB request for funding (RFF) to the Global Fund (GF) by 6 August 2018. The GF CCM is also responsible for the nomination of Principal Recipients (PRs) to lead the implementation of GF grants in South Africa and has issued two calls for applications inviting government departments, private sector and civil society organisations (CSOs) to submit applications to be considered for inclusion in the RFF as PRs.

Applications closed on 28 May 2018 and a PR Selection Panel (PSP), selected by the GF CCM, has completed evaluation of all applications and made recommendations to the GF CCM. In terms of the PR selection process of the GF CCM, applicants have seven working days from the date of receiving the GF CCM decision to lodge an appeal through the Chairperson of the GF CCM. The PR Selection Appeals Committee (PSAC) has seven working days, after an appeal has been lodged, to consider the merits of the appeal and all evidence at its disposal before making recommendations to the GF CCM. It is expected that the GF CCM should make a decision within seven working days of receiving the recommendation of the PSAC.

Scope of Work

The GF CCM wishes to appoint a PR Selection Appeals Committee (PSAC) to consider all appeals related to the PR selection process for the next GF grant for South Africa. The members of the PSAC will be required to do:

- Receive and attend to all appeals related to the PR selection process.
- Manage the PR selection appeal process in a fair, objective, transparent and timely manner intended to achieve successful resolution of disputes.
- Request information, documents, presentations and testimonies from witnesses necessary to understand the nature and causes of a dispute and potential resolution.
- Subpoena applicants and any members of the GF CCM or its committees to testify and provide further evidence.
- Provide written recommendations to the GF CCM on how to resolve appeals referred to it.

Qualifications and experience of the PSAC Team

The GF CCM requires all applicants wishing to be considered as members of the PSAC to not have been involved in the current PR selection process, be not connected with any of the current PR applicants and be not involved with any of the current or potential GF sub-recipients. All members of the PSAC will be required to complete a conflict of interest declaration prior to commencing work. Applicants wishing to be considered to serve on the PSAC should satisfy the following criteria:

Qualifications and Experience

PSAC Chair

- Admission as an attorney or advocate and an appropriate legal qualification.
- At least 3 years' experience of dispute resolution or chairing inquiries.

Independent Consultant – GF Processes

- Relevant postgraduate qualification.
- At least 5 years' experience with Global Fund grants in programme or financial management at a senior level.
- Excellent knowledge of GF processes including PR selection processes.
- Good understanding of the role of PRs and their minimum capacity requirements.

Independent Consultant – HIV and TB Programming

- Relevant postgraduate qualification.
- At least 5 years' experience with Global Fund grants at a senior level.
- At least 5 years' experience in HIV and TB programming at a senior level.
- Excellent knowledge of current high level priority areas.

Timelines

The PSAC is expected to attend to all appeals referred to it within seven working days of receiving the appeals. The work is expected to require a maximum of five working days and should be completed by 19- 21 July 2018.

Place of work:

The PSAC will meet in Pretoria, South Africa. The costs of travel (accommodation, airfare) will be covered by SANAC.