



**PRIVATE NOT FOR PROFIT HEALTH TRAINING INSTITUTIONS
SIGNING OF THE TRIPARTITE MEMORANDUM OF
UNDERSTANDING
AND THE CLIENT CONSULTANT AGREEMENT
FOR SIX PNFP HEALTH TRAINING INSTITUTIONS**



**KAMPALA
UGANDA CATHOLIC MEDICAL BUREAU
SEPTEMBER 7TH 2007**

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INTRODUCTION

The Signing of the Tripartite Memorandum of Understanding (MoU) and the Client and Consultant Service Agreement (CCSA) concerning the construction works was held on 7th September 2007 at the Uganda Catholic Bureau. It was hosted by UCMB following a formal written request by the Mrs Charlotte Kanstrup, the Counsellor for the development Danish Embassy. The preparation of the ceremony was done by UCMB and UPMB in conjunction with the representatives of Royal Danish Embassy and Ministry of Health.

The signing of the MoU and CCSA was a step towards implementation of the construction part of the project “Support to ECN and other Health Worker Training in Private Not for Profit (PNFP) Health Training Institutions (HTI)”. This support is part of component four of the Third Health Sector Programme Support (MoH- HSPS III) of the Danish Government to the Government of Uganda through the Ministry of Health. It aims is to increase the number Enrolled Comprehensive Nurses and other of health workers particularly in hard to reach districts of Uganda.

The ceremony was honoured by H.E. Mr. Stig Barlyng, of the Royal Danish Embassy, Hon. Minister Dr. Richard Nduhura, Minister of State for Health (General Duties) and Mr. Pius Bigirimana under secretary MoH. There were other dignitaries from Royal Danish Embassy, Ministry of Health, COWI Uganda Limited and eighteen representatives attended from the Dioceses, Hospitals/beneficiary health training institutions respectively. The six schools concerned are: Kisiizi, Kagando, Kamuli, Villa Maria, Mutolere plus Karoli Lwanga-Nyakibale.

Msgr, Dr. John Baptist Kauta, Secretary General of the Uganda Episcopal conference represented the Catholic secretariat and Mr. Herbert Samuel Nsubuga Acting Executive represented UPMB. There were two main speeches by the ambassador of Denmark and Hon. Minister of State for Health, three major presentations to recapture what was presented in the One day technical workshop that was held on 7th August 2007.

Indeed the delegates of the three parties signed the Memorandum of Understanding and the Client and Consultant Service Agreement. Finally there few questions that were posed by the HTI representatives and answered and the function was closed by a luncheon.

PROCEEDING OF THE SIGNING OF THE AGREEMENTS

Chair: Mr. Moses Mugume, Hospital Administrator Kisiizi Hospital

The ceremony was opened by a prayer led by Rt. Rev. Joseph Willgers, Bishop of Jinja Diocese at 9.05 a.m.

Words of Welcome and Communication from the Medical Bureaux

Welcome by the Secretary General of Uganda Episcopal Conference

Msgr Dr. John Baptist Kauta the secretary General of Uganda Episcopal conference cordially welcomed H.E Mr. Stig Barlyng the Ambassador of Denmark and Hon. Minister Dr. Richard Nduhura of Minister of State for Health (General Duties) plus all other dignitaries, representatives from Royal Danish embassy, Ministry of Health, COWI Uganda limited the six dioceses and beneficiary health training institutions. On behalf of the beneficially, Msgr Kauta greatly thanked the Danish embassy for assistance extended to Uganda at large.

In his remarks he reminded all people present of the great commandment “love of God and neighbour”. He explained that such love may be manifested in caring for the sick thus one aspect of evangelization. At this point he pointed at Jesus who healed the sick and commissioned his followers to do the same in order to promote a health mind in a health body.

Welcome by the Acting Executive Director UPMB

Mr. Herbert Samuel Nsubuga also briefly welcomed the dignitaries and representatives from Danish embassy, Ministry of health, COWI, the six Dioceses/ beneficiary schools. He noted the importance of good health care based on quality health service. Similarly he attributed the assistance from Danish embassy in collaboration with the Ministry of health as vital in promoting better health care delivery.

Introduction of the signatories and participants

Sr. Catherine Nakiboneka HTI/T UCMB was called upon by the chairperson to officially introduce the various signatories and participants who were present at the ceremony. Indeed she warmly welcomed all the people present and invited each signatory and participant to do a brief self introduction.

Summary of the Goals and Objectives of the MOH – UHSPS support to PNFP HTI

H.E. Mr. Stig Barlyng: Ambassador of Denmark

His excellence Mr. Stig Barlyng, of Royal Danish embassy, expressed his profound pleasure to participate in the ceremony of signing the Tripartite Memorandum of Understanding between the Royal Danish Embassy, Ministry of Health and the six Private not for profit health training Nursing schools.

In his overview of support to the people of Uganda through the Ministry, he explained that under the framework of the Health Sector Programme Support III the aim of the Danish support to Enrolled Comprehensive Nurses Schools is to respond to the shortage of health workers and to improve the quality of education of health workers in Uganda.

He pointed out that Danish assistance to PNFP health training Institutions aims at supporting the Uganda Health Sector Strategic Plan Goal of:

Availability and rational deployment of appropriately trained human resources for effective delivery of the Uganda National Minimum Health Care Package

The Ambassador pointed at the recent development of a Uganda Human Resources for Health Strategic Plan (UHRHSP) 2005-2020 as an important milestone towards addressing the major challenge of ensuring that a sufficient number of competent health workers are available to deliver the Uganda Minimum Health Care Package (UMHCP).

Likewise, he noted that such support to human resource development in Uganda is not new because the same programme of construction works in the previous five year phase of Danish assistance to health sector were completed earlier this year at Matany, Lacor and

Kalongo nursing schools. Similarly the Danish government is supporting the construction of a new school for pharmacists and pharmacy technicians at Makerere University

He cautioned all parties involved: MoH, Dioceses and the Embassy to fulfil their respective roles and responsibilities as stated in the MoU to ensure the accomplishment of the construction of the schools. On behalf of the embassy he assured to avail funds to the MoH for prompt payments to the consultant and contractors.

Equally, he expressed his gratitude to the active role played by the MoH in providing the technical and financial support as well as channelling the Danish support to benefiting PNFP institutions. Likewise, he appreciated the coordination efforts of the UCMB and UPMB which had made it faster to sign the MoU. At this point he emphasised the importance of effective collaboration among all three partners to enhance the realisation of the project.

Last but not least he shared his experience in Lacor and Kalongo especially the quality of constructed buildings, the determination of the management, teaching staff and students to properly use the facilities.

Finally, the ambassador expressed his readiness to follow the progress of the MoH-HSPS III as well as, called for joint goal of achieving better equitable distribution of health workers especially in underserved areas of Uganda

The Role of PNFP in strengthening human resources in health sector

Hon. Minister Dr. Richard Nduhura: Minister of State for Health for General duties

The Honourable Minister of State for Health started by appreciating the important initiative geared towards improving the human resources for health situation in the country. He pointed out that the availability of trained health workers is one of the most critical limiting factors for the effective delivery of health care services in the country. He reported that together with most other sub-Saharan African countries, Uganda is ranked, by World Health Report of 2006, among the 57 countries worldwide with a 'critical shortages' of health service providers (defined as doctors, nurses and midwives). So he stressed that this is unacceptable situation and cannot lead to the attainment of poverty eradication action plan (PEAP) goals and objectives which depends on the health status and productivity of the people.

The minister explained that; in response, the government of Uganda has over the past two to three years, elaborated on Human Resources for Health Policy and a 15-year Strategic Plan is operational in the overall National Health Policy. The policy goal is to develop and maintain a health workforce that is appropriately sized, structured, skilled, well balanced, distributed, resourced, committed and performing efficiently and effectively.

The minister highlighted the significant contribution of the Private-not-for-profit institutions and NGOs both as employers and producers of health workers under the public-private sector approach which is being strongly promoted by the Movement

Government. He sited the largest capacity for nurses training from the PNFP sector as a national asset that the Movement government will continue to nurture.

He further clarified that the Human Resource for Health Policy to strengthen the partnerships among Public, Private-Not-Profit and Private Stakeholders categorically commits government:

- I. To ensure building trust among health care providers and other related sectors through specific partnership promoting programmes, round table meetings and extensive sharing of information.
- II. To ensure maintaining adequate support to those Private-Not-For-Profit institutions fulfilling a complementary role in areas where their comparative advantage exists.

In his conclusion, he extended a vote of thanks to people of Denmark on behalf of the people of Uganda for the support received: funds for civil works of six PNFP schools and operational costs, national medicines programme plus other health development support shared by strategic partners. Last but not least he called upon the contractors to do a quality job. He also reminded all signatories, delegates and participants that the signed MoU and CCSA perpetrate them to ensure the realisation and commissioning of the completed structures.

The Tripartite Memorandum of Understanding

Presenter: Dr. Br. Daniele Giusti, Executive Secretary UCMB.(Detailed see MoU)

Dr. Giusti gave an overview of the tripartite Memorandum of Understanding preceding the signing ceremony. He briefly recaptured what was already explained during the workshop on the 7th August 2007. That interfaces and intricacies involved due to the many parties involved needed to be broken down and a common understanding reached. He outlined the three parties/actors to the Memorandum of Understanding [MoU].

- The Royal Danish Embassy, who is the donors, represented by DANIDA, an agency answerable for results to the Government thus people of the Kingdom of Denmark.
- The Government of Uganda, represented by The Ministry of Health as the official receiver of the donor's money; and therefore the formal guarantor that the money produces the best possible results for the people of Uganda.
- The Dioceses, the owners of the health training institutions and to who the buildings and liabilities will be handed over after completion.

He hinted on the relationship of the recipient six nursing schools as part of the Hospitals which are however both owned by one corporate body - the Trustees of the Dioceses. He listed the six schools but clearly pointed out that the actual number of recipients is five, because two schools (Mutolere and Nyakibale) belong to the same Diocese.

He elaborated the other important parties/actors who are not signatories to the MoU but whose role will be activated after the signature of the Memorandum of Understanding as follows:

- *Recipient's Technical Representative*

This is the Consulting Engineering Firm the recipient will appoint for technical guidance and supervision as well as representation vis-à-vis the firm contracted to execute the civil works. Hence the potential Recipients' Technical Representative is COWI Uganda limited.

• *Recipient Legal Representative*

This is the person who speaks on behalf and commits the Board of Trustees of the Diocese in all formal relationships. This is the Chairman of the Board of Trustees of the Diocese, or in alternative the person who has been given power of Attorney and has powers to represent and commit the Diocese.

• *Contractor*

This is the construction firm that will execute the civil works and will be identified through a tender process managed by the Recipient's Technical Representative.

The best firm(s) will be eventually contracted by the Recipient.

Dr. Giusti further reviewed the mutual obligations of the three parties to the Memorandum of Understanding.

As for DANIDA, the obligations are in article one, among which is to disburse funds on quarterly basis to the Ministry's designed account upon a written request from the Ministry. However, this will be contingent on satisfactory accountability. DANIDA will also facilitate the work of the Ministry involvement in the project as detailed article 1:2 MoU.

The obligations of the MOH are covered in MoU article two: to appoint its own Technical Representative and mandate him to attend site meetings, review designs, approval of plans, pay VAT, manage funds by opening up a project account, receive funds from DANIDA, disburse them on request to Recipient Technical Representative, account for the funds to DANIDA and audit (Detailed obligations article 2 MoU).

He also pointed out the obligations of the Recipient among which is to provide all the maps and site plans, evidence of land title, clear the land from current occupants, compensate them and to ensure unencumbered access to construction site. He further emphasized the need to abstain from issuing direct instructions to the Contractor and always speak through their Technical Representative. Similarly he mentioned the recipient's obligations that include appointment of the Recipient Technical Representative, and sign a "Client and Consultant Service Agreement" covering his services as stipulated in the CCSA. All Other recipient's obligations are mentioned in article Two.

Consequently, Dr. Giusti stated other issues that consisted of:

- Right of parties to publish descriptive articles, limitation of liabilities of DANIDA and the Ministry [after issuance of defects free certificate],
- Anti corruption clause,
- Negotiated settlement of dispute
- Consistency of documents to accepted standards,
- Amendment of MoU by mutual agreement
- Termination of MoU after issuance of defect free certificate.

In his concluding remarks, he reminded all participants that alignment of parties' expectations and the consensus over the MoU has been reached earlier on. So the presentation was just a memory aid and at this moment he welcomed them to sign the MoU.

Actual Signing of the Tripartite Memorandum of the Understanding

The following were the signatories to the MoU:

- ✚ H.E. Mr. Stig Barlyng of Royal Danish embassy signed on the behalf of DANIDA
- ✚ Mr. Pius Birigimana Undersecretary signed on behalf of the Ministry of Health.

The following were the signatories of the six beneficiary schools:

- ✚ Rt. Rev. Joseph Willigers, Bishop of Jinja Diocese, for St. Joseph Kamuli Midwifery Training School
- ✚ Rev. Canon Benson Baguma, Project Director, for Kagando School of Nursing and Midwifery
- ✚ Mr. Moses Mugume, Kisiizi Hospital Administrator, for Kisiizi Hospital School of Nursing
- ✚ Rev. Fr. Peter Ssenkaayi, Assistant Development Coordinator Caritas- MADDO, for St Lawrence Villa Maria School of Nursing
- ✚ Sr. Gladyce Kachope, Member of the Board of Governors, for Karoli Lwanga School of Nursing and Midwifery- Nyakibale
- ✚ Fr. John Bazimenyera, Vice Chairperson Board of Governors for Mutolere Mutolere School of Nursing & Midwifery

Figure1: The Royal Danish Ambassador and Hon. Minister of State for Health after Signing the Tripartite Memorandum of the Understanding



VOTE OF THANKS

After the signing the MoU, Mr. Moses Mugume, the chairperson, thanked all the signatories, the representatives and the presenters. Then he invited Dr. Joseph Baguma to give a vote of thanks on behalf of all the six beneficiary schools. Dr Mugume greatly thanked the Government and People of Denmark for the assistance received through the Royal Danish Embassy. He stated that such infrastructure assistance to Uganda more especially to remote regions or hard to reach areas will boost the capacity of the six schools and enhance the quality training of health workers for proper delivery of health care.

SIGNING OF THE CLIENT AND CONSULTANT SERVICE AGREEMENT (CCSA)

Presenter: Mr. Peter Otteskov, Consultant COWI Uganda Limited

Chair: Rev, Fr. Peter Ssenkaayi: Assistant Development Coordinator Caritas- MADDO

Rev, Fr. Peter Ssenkaayi called the representatives of the six schools, COWI Uganda limited and Bureaux to order and immediately invited Mr Peter to give highlight on the Client and Consultant Service agreement

Mr. Peter briefly reviewed the difference between the definitions of MoU and CCSA, the content of the contract plus the way forward.

He informed participants that in the MoU the recipient implies the Diocese (school), while in the CCSA the recipient is the “Client”. Again in CCSA the recipient Technical representative is the consultant that is the COWI Uganda limited.

He further listed the content of the contract which consists of introduction, the agreement, general conditions, particular conditions, and appendices covering the scope of service, client’s input, remuneration/payment and the development proposal of June 2006.

Consequently, he recaptured the way forward which consists of signing of Consultant contracts (to follow right after), designing of the six schools, site visits to confirm previous data, design and approval by the client.

He also pointed out the detailed tender process, construction period with full time supervision by the consultant, take-over and commissioning, defects liability period and final closing out.

In addition he stated that the consultant will make tender evaluation report, quarterly progress reports and minutes of monthly site meetings.

Finally, Mr. Peter informed them that from 1st October to 15th November 2007 COWI will concentrate on the designs and they will start with three schools. So Clients should not be surprised if they do not receive any communication from COWI, however they are free to send any question to them. As well Mr. Broms clarified that the execution civil works framework for the six PNFP is similar to the Tripartite MoU between DANIDA, MoH and Makerere University likewise with the National Medical stores. So he affirmed that there is no cause to worry.

Actual Signing of the Client and Consultant Service Agreement

After the recapture of the contents of CCSA the chairman Fr. Peter Ssenkaayi invited the signatories to sign the CCSA between each beneficiary school and COWI Uganda limited. Indeed the delegates from the six schools were the same as for the MoU.

Figure 2: Delegates of the Beneficiary HTI Signing the Client and Service Agreement



THE WAY FORWARD, NEXT STEPS FROM TODAY

Presenter: Dr. Giusti Daniele Executive secretary of UCMB and Eng. Peter Otteskov, Project Manager

Dr. Giusti immediately highlighted that the signed Tripartite Memorandum (MoU) and the Client and Consultant Service Agreement (CCSA) effected the appointment of the “Recipient Technical Representative” mentioned in the MoU, accordingly the same person called “Consultant” in the CCSA.

He reminded the participants of the next milestones under the following subheading:

1. Signature of contract with Contractor
2. Execution of works to completion
3. Issuance of Taking over certificate

Briefly he explained that in signing the contract between the recipient and the contractor, it is very important to understand the roles of both the Consultant and recipient as scheduled in the CCSA.

He reaffirmed the role of the COWI to visit and refine the Development Proposal in order to arrive at a design of the civil works (drawings and specifications, Bill of quantities with cost). Then COWI will eventually present the final design to the recipient for formal approval in writing. He also mentioned the role of COWI to prepare the tender documentation and detailed cost estimates.

As for the recipient, they were reminded their role to approve the tender dossier. That would be followed by tendering and award process, and this would include advertisement, pre-bidder conference, and clarifications, receive bids on Recipient's behalf, analyse bids, recommend selection of Contractor(s) to the Recipient, and prepare Contract documentation.

He explained that the consultant will assist the client in negotiation with the selected Contractor(s) and in signing the contract with the Contractor(s). Furthermore, the consultant (COWI) will solicit from the client payment as scheduled in Appendix C of the CCSA. This requires the client to continuously approve payment requests to MoH.

Dr. Giusti reminded the audience that if the signatory to the MoU and CCSA is different from the Recipient Legal Representative, there is need to obtain from Chairman of Board of Trust the delegation of Power of Attorney to Recipient Legal Representative as soon as possible. He also reminded them of the need to appoint at least two technicians to be trained for maintenance during the construction period, a building Committee, to clear of the land and fulfil all other requirements as were mentioned in presentation of the points of actions in the process of the execution of the civil works for PNFP (for details see Workshop report August 7th 2007).

Figure 3: Verification of the signed Client and Consultant agreements



Questions and Answers after Dr. Br. Giusti Daniele and Eng. Peter Otteskov, presentations

1. What is the composition of members for the site meeting and likely agenda of the meetings?

These are the representatives from the MoH, COWI and Legal representative of the HTI and agenda will include approval of the previous minutes; discussion of the financial matters, exchange information concerning civil works and its progress plus any other related matters.

2. What is the role of the consultant (COWI)?

COWI will provide all the technical advice as stipulated in the CCSA among which is the professional evaluation of the suitable contractors.

3. What are the expectations from the prior visit to the HTI?

It is a technical visit to survey and be acquainted with strengths, opportunities for instance availability of electricity, water supply and other utilities.

4. How much shall be advanced to the final successful bidder?

He will be given 95% initially and 5% will be kept as a back up.

5. What accountability will COWI offer to HTI?

COWI will submit quarterly reports, do supervision and conduct the site meeting that will build trust.

6. How shall confidentiality of the site meeting discussions be assured given the channel of one legal representative vis-à-vis the feedback to concerned people including the building committee?

The community must be informed that what is discussed/ decided is confidential to only concerned people.

7. How will the HTI facilitate the frequent site meetings given the current HTI budget constraints?

The MoH representative will be catered for by the DANIDA as stipulated in the MoU, drinks will be provided during the site meetings, and then the internal costs will be met by the concerned organization.

8. Who will meet other correspondence costs apart from the email communication?

The HTI team should know the detailed contacts of the consultant and the contractor to ease any likely correspondences.

9. Who will clear the building sites?

The COWI/ Contractors will be responsible for everything provided the site is free from any encumbrances and will meet all the costs say water and electricity bills that will be used.

CONCLUSION AND CLOSURE OF THE CEREMONY

The chairperson extended the vote of thanks to all the participants, presenters and Bureaux preparation for all that was done for the success of the signing ceremony and as step toward project implementation. Then he invited Edward Ssebbombo, HTI Coordinator UPMB to make the concluding summary

In his closing remarks, Edward thanked the Danish Embassy plus the people of Denmark for their financial support to the Uganda health sector. He also appreciated the government of Uganda through the ministry of Health for their continued support to the PNFP HTIs. He expressed gratitude to all the people who worked tirelessly to make the signature of the Tripartite Memorandum of Understanding and the Client and Consultant Service Agreement a reality.

He concluded by calling upon all parties to work in a spirit of partnership, seeking to resolve any issues which may arise most preferably from within and do all possible to achieve the utmost value for money.

The closing prayer was led by Rt. Rev. Joseph Willgers, the Bishop of Jinja Diocese.

ANNEXES

Annex 1: List of Participants

**PNFP HEALTH TRAINING INSTITUTIONS
MOH-HSPS III SUPPORT TO PNFP HTI**
September 7th 2007

	Hospital / Name	Function / Post Held	Address	Telephone	Email address
1.	Kagando school of Nursing and Midwifery				
	Rev. Benon Baguma	Project Director	Private Bag, Kasese	077-2-425150	karudec@yahoo.com
	Ms. Masika Dronic	Acting Principal Tutor	Private Bag, Kasese	0782-285124	kardecdirector@yahoo.com
2.	St Joseph Kamuli Midwifery Training School				
	Rt. Rev. Willigers Joseph	Bishop & Chairman BOG	P.O. Box 673 Jinja	077-2-826246 0434120247	willigers@utlonline.co.ug
	Dr. Matovu Alphonsus	C.E.O	Kamuli Mission Hospital P.O. Box 99 Kamuli	077-2-4287187	doehmatovu@yahoo.com
	Sr. Regina Mbuliro	Principal Tutor	Kamuli MTS	077-2-360967	Kamulihti@ucmb.co.ug
	Sr. Regina Atimo	Tutor	Kamuli MTS	078-2529642	Kamulihti@ucmb.co.ug
3.	Kisiizi Hospital School of Nursing				
	Mr. Moses Mugume	Hospital Administrator	Kisiizi P.O.Box 109 Kabale	0772-604838	mosesmugume@yahoo.com
	Ms. Tumuhairwe Lean	Principal Tutor	Kisiizi P. O. Box 109 Kabale	077-2-372739	Kisiizihosp@yahoo.com
	Dr. Tumwesigye Tonny	Secretary BOG	Kisiizi Hospital P.O.Box 109 Kabale	0392-700806 Or 0782-083687	tumwesigyeto@yahoo.com

4.	Mutolere School of Nursing and Midwifery				
	Fr. John Bazimenyera	Chairperson Board of Governors	P.O.Box 16 Kisoro	0772-582560	mutolerehti@ucmb.co.ug
	Sr. Inviolata Baganize	Principal Tutor	Mutolere NTS PO. Box 26 Kisoro	077-2-850544	mutolerehti@ucmb.co.ug
	Dr. Mugisha Jerome	Medical Superintendent	P.O. Box 26 Kisoro	077-2-470648	Mutolere@ucmb.co.ug
5.	Karoli Lwanga School of Nursing and Midwifery				
	Sr. Gladyce Kachope	Member of the Board of Governors	P.O.Box 52 Rukungiri	0772-665921	nyakibalehti@ucmb.co.ug
	Dr. Joseph Baguma	Medical superintendent	P.O. Box 31 Rukungiri	077-2-673691	joebuguma@hotmail.com
	Mrs. Courtney Caiola	Acting Principal Tutor	P.O. Box 31 Rukungiri	077-2-210697	jcecaiola@hotmail.com
6.	St Lawrence Villa Maria School of Nursing				
	Rev. Fr. Peter Ssenkaayi	Ass. Development Coordinator Caritas- MADDO	P.O.Box 32 Masaka	0772-415233	maddo@africa.online.co.ug
	Sr. Maria Gorreti Namuwulya	Hospital Administrator	P.O.Box.32 Villa Maria Hospital	077-968068	villamariahti@ucmb.co.ug
	Sr. Jane Frances Namuddu	Principal Tutor	P.O. Box 32 Villa Maria Hospital	077-2-467014	villamariahti@ucmb.co.ug

OTHER PARTICIPANTS					
7	Royal Danish embassy				
	H.E. Mr. Stig Barlyng	Ambassador of Denmark	Royal Danish Embassy		
	Mrs Charlotte Kanstrup,	Counsellor for the development	Royal Danish Embassy		
8	Ministry of Health				
	Hon. Minister Dr. Richard Nduhura	Hon. Minister of State for General Duties	MOH		
	Mr. Pius Birigimana	Undersecretary MOH	MOH		
	Dr. Lawrence Kaggwa	Director Planning and Development	MOH		
	Sr. Odongo Okino Sophie	Principal Health Training officer	MOH		
9	COWI Uganda Limited				
	M, WATTAM	Managing Director	COW	0772-743046	Mjw@cowi.co.ug
	Mr. Peter Otteskov	Project Manager	COWI	077-2-754579	plo@cowi.co.ug
10	Uganda Protestant Medical Bureau				
	Mr. Herbert Nsubuga	Acting Executive Director	P. O. Box 4127 Kampala	0414-271776/ 0712-200641	hsnsubuga@upmb.co.ug
	Mr .Edward Ssebbombo	UPMB HTI Coordinator	P. O. Box 4127 Kampala	077-2-306369	essebbombo@upmb.co.ug
11	Uganda Catholic Secretariat				
	Msgr. John Baptist Kauta	Secretary General of Uganda Episcopal conference	P.O. Box. 2886 Kampala	0774-617149	uec@infocom.co.ug
12	Uganda Catholic Medical Bureau				
	Mrs Marcella Terimuka Ocho	Chairperson UCMB Standing Committee for HTI and training	P. O. Box 30980 Kampala	077-2-422-571	Marcella.ocho@yahoo.co
	Dr. Br. Daniele Giusti	Executive Secretary UCMB	P.O. Box. 2886 Kampala	0772-486991	dgiusti@ucmb.co.ug
	Dr. Sam Orach	Ass. Executive Secretary UCMB	P.O. Box. 2886 Kampala	0772-437154	sorach@ucmb.co.ug
	Sr. Catherine Nakiboneka	UCMB HTI Coordinator	P. O. Box 2886 Kampala	0772-435031	cnakiboneka@ucmb.co.ug

Annex II: Fact Sheet

**THE CEREMONY OF SIGNING
THE TRIPARTITE MEMORANDUM OF UNDERSTANDING and the CLIENT & CONSULTATION
SERVICE AGREEMENT CONCERNING THE CONSTRUCTION WORKS OF THE SIX
BENEFICIARY PNFP HTI
7th September 2007**

Nr	FACTS	DESCRIPTION
1	Function/Ceremony	Signing of the Tripartite Memorandum of Understanding(MoU) <p style="text-align: center;">AND</p> Signing of the client & consultation service agreement <p style="text-align: center;">Concerning</p> The construction works of the six beneficiary Private Not for Profit Health training institution
2	The three parties involved/ Signatories in MoU	-Danish embassy -Ministry of Health - Six health Training Institution/ beneficiaries (by the Legal representative)
3	Title of the project	Ministry of Health-Health Sector Programme Support III (MoH-HSPS) Support to ECN and other Health Worker training in PNFP HTI.
4	Goal of the project	To increase the number health workers in disadvantaged district
5	Specific aim of the project	To increase the number of Enrolled Comprehensive Nurses (ECN) and other health cadres in disadvantaged districts and focusing on quality of the schools but not to increase the enrolment.
6	Component of the MoH-HSPS III	Construction of the infrastructure for the six schools and development / recurrent budget support for all 20 PNFP schools.
7	Background of the project	The support to the PNFP Health Training Schools is the fourth component of the third Health Sector Programme Support to Uganda by the Danish Government The component was formerly called the "DANIDA project" and the entire UHSPS III is intended to support the Health Sector Strategic Plan of the Ministry of Health. DANIDA's support program to the Health Sector is the third of a series of five years programmes. It is the first time that support to the PNFP health sector is included in the programme

8	Original components of the programme	Finalisation of the rehabilitation of three northern schools, provision of recurrent student support (bursaries), development of the curriculum, management development, tutor training, provision of training materials, and construction of required capacity. All these had been intended to all the six PNFP HTI. However due to changes, the construction component is now only limited to the six schools.
9	Financing agency	The Royal Danish embassy/DANIDA
10	Principal Sum	Ab. US Dollar 1.200.000 per site
11	VAT Payment	Ministry Of Health/ Uganda Government
12	Project execution	Ministry of Health is the leading implementer for the support to the PNFP schools in collaboration with the Dioceses/owner of the health training institutions
13	Recipients	Six Private Not For Profit health training institutions
14	Expected output	Each school will get one class room block, one block with administrative offices and demonstration room plus one dormitory block
RECIPIENTS		
15	District /Location	Name of Recipient
	Kabale	Kisiizi Hospital school of Nursing – North Kigezi Protestant Diocese
	Kabale	Kagando school of Nursing and Midwifery – South Rwenzori Protestant Diocese
	Kisoro	Mutolere School of Nursing & Midwifery – Kabale Catholic Diocese
	Kamuli	St. Joseph Kamuli Midwifery Training School – Jinja Catholic Diocese
	Kabale	Nyakibale School of Nursing and Midwifery – Kabale Catholic Diocese
	Masaka	St Lawrence Villa Maria School of Nursing Masaka Catholic. Diocese
16	Role of UCMB and UPMB (Bureaus) in this project:	1.To assist the beneficiaries up to the time of signing the agreements 2. To liaise and coordinate among the schools, and between the schools the other Partners to the agreements. 3. Lobby, advocate and coordinate vertically for PNFP schools.
Signing of the client & consultation service agreement		
17	Parties involved	-Consultant firm -Beneficiary (Diocese/ Hospital/School) by legal representative.
18	Potential consultant firm/Contractor	COWI Uganda Limited with sub-Consultant
19	Number of consultant firm/contractor	Proposed one contractor for six schools to obtain the economies of scale
20	Expected End	Tentatively by 30 th June, 2010

Annex III: Programme of the signing of the MOU and CCSA agreements

**MOH-HSPS III Support to PNFP Health Training Institutions
Ceremony to Sign the**

TRIPARTITE MEMORANDUM OF UNDERSTANDING and THE CLIENT & CONSULTANT SERVICE AGREEMENT Concerning the Construction Works By the Six Beneficiary PNFP Health Training Institutions September 7, 2007			
Time	Activity	Presenter / Facilitator	Chairperson
8.30	Registration starts	Ms Monica Luwedde	
8.30	Handing over of documents of the Board of Trustees of the HTI	Sr. Catherine Nakiboneka	
9.00	Opening Prayer	Board Member Kamuli	Representative of Kisiizi HTI
9.10 – 9 .20	Words of Welcome	The secretary General USC Ag ED UPMB	
9.20 – 9.30	Introduction of the Signatories and Participants	Sr. Catherine Nakiboneka, HTI Coordinator UCMB	
Signing of the Memorandum of Understanding			
9.30 – 09.45	Speech: Summary of the Goals and Objectives of the MOH-UHSPS support to PNFP HTI	H.E. the Ambassador of Denmark	Representative of Kisiizi HTI
09.45 – 10.00	Speech: Role of PNFP in strengthening Human Resources in health sector (or some such thing)	Hon. Minister of the state for	
10.00 – 10.15	Presentation: The Tripartite Memorandum of Understanding	Dr. Daniele Giusti, Executive Secretary UCMB	
10.15 – 10.30	Signing of the Memorandum of Understanding by the Signatories of DANIDA, Ministry of Health and the six Delegates of Schools		
10.30 – 10.40	Vote of Thanks by a	Representative of one of the HTI	
10.40	Coffee Break		

Signing of the Client & Consultant Service Agreement			
11.00 – 11.30	Presentation: The Client & Consultant Service	Mr. Peter Otteskov,	Representative of Villa Maria

	Agreement	Consultant for COWI	HTI
11.30 – 12.00	Signing of the Client & Consultant Service Agreement by the Signatories of COWI and the six Delegates of Schools		
12.00 – 12.30	Presentation: The Way Forward, next steps from today.	Mr. Peter Otteskov And Dr. Daniele Giusti	
12.30	Closure of the Ceremony and closing prayer	Mr. Edward Ssebbombo, HTO Coordinator UPMB	
12.45	Lunch and Departure		