

INDEPTH NETWORK

Work Plan 2017

For provisional approval by the INDEPTH Board

INDEPTH
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Contents

Executive Summary.....	5
Scientific Research and Co-ordination.....	5
The SR&C Section is led Dr. Mamusu Kamanda with supervision from Prof. Osman Sankoh. Ms. Samuelina Arthur is a Research Fellow and Mr. Peter Asiedu is Administrative Assistant for the Section.....	5
Capacity Strengthening and Training.....	5
Policy Engagement and Communications.....	6
General Projects and IT Administration.....	6
Grants Management and Ticketing.....	7
Finance.....	7
Administration.....	7
1. Scientific, Research and Co-ordination.....	8
1.1. iHOPE project (part of Health Systems Working Group).....	9
1.2. Education Working Group (revived October 2014).....	11
1.3. Maternal, Child and Newborn Health.....	13
1.4. ABACUS Project.....	17
1.5. Social autopsy.....	18
1.6. MADIMAH.....	21
1.7. AWI-Gen.....	24
2. Proposal Development.....	25
3. Capacity Strengthening and Training.....	33
1. Policy Engagement and Communications (PEC).....	41
2. General Projects and IT Administration.....	52
3. Grants Management and Consultancies.....	54
4. Finance.....	56
5. Administration.....	59

Table 1: Names of Working Groups, Interest Groups, and Strategic Groups.....	8
Table 2: Ongoing activities from 2016 for iHOPE project	9
Table 3: New activities from 2017 for iHOPE project	10
Table 4: Ongoing activities from 2016 for the Education Working Group.....	11
Table 5: New activities from 2017 for Education Working Group	12
Table 6: Ongoing activities from 2016 for Maternal, Child and Newborn Health Working Group	13
Table 7: Ongoing activities from 2016 for Maternal, Child, and Newborn Health Working Group continued	14
Table 8: Ongoing activities from 2016 for Maternal, Child, and Newborn Health Working Group continued	15
Table 9: New activities from 2017 for Maternal, Child, and Newborn Health Working Group	16
Table 10: Ongoing activities from 2016 and plans for 2017 for the ABACUS project	17
Table 11: Ongoing activities from 2016 for the Social Autopsy project.....	18
Table 12: Ongoing activities from 2016 for the Social Autopsy project continued	19
Table 13: New activities from 2017 the Social Autopsy project.....	20
Table 14: Ongoing activities from 2016 for the MADIMAH project	21
Table 15: Ongoing activities from 2016 for the MADIMAH project continued	22
Table 16: Ongoing activities from 2016 for MADIMAH continued.....	23
Table 17: Ongoing activities for the AWI-Gen project in 2016.....	24
Table 18: Proposals developed and submitted for funding in 2016.....	25
Table 19: Proposal development in 2016 continued.....	26
Table 20: Proposal development in 2016 continued.....	27
Table 21: Proposal development in 2016 continued.....	28
Table 22: Proposal development in 2016 continued.....	29
Table 23: Proposal development in 2016 continued.....	30
Table 24: Proposal development in 2016 continued.....	31
Table 25: Proposal development in 2016 continued.....	32
Table 26: Ongoing activities from 2016 for the Capacity Strengthening and Training Section	33
Table 27: Ongoing activities from 2016 for the Capacity Strengthening and Training Section continued.....	34
Table 28: Ongoing activities from 2016 for the Capacity Strengthening and Training Section continue	35
Table 29: Ongoing activities from 2016 for the Capacity Strengthening and Training Section continue	36
Table 30: Ongoing activities from 2016 for the Capacity Strengthening and Training Section continue	37
Table 31: Ongoing activities from 2016 for the Capacity Strengthening and Training Section continue	38
Table 32: Ongoing activities from 2016 for the Capacity Strengthening and Training Section continue	39
Table 33: New activities from 2017 for the Capacity Strengthening and Training Section	40
Table 34: Ongoing activities from 2016 for Policy Engagement and Communications Section.....	42
Table 35: Ongoing activities from 2016 for Policy Engagement and Communications Section continued.....	43
Table 36: Ongoing activities from 2016 for Policy Engagement and Communications Section continued.....	44
Table 37: Ongoing activities from 2016 for Policy Engagement and Communications Section continued.....	45
Table 38: Ongoing activities from 2016 for Policy Engagement and Communications Section continued.....	46
Table 39: Ongoing activities from 2016 for Policy Engagement and Communications Section continued.....	47
Table 40: Ongoing activities from 2016 for Policy Engagement and Communications Section continued.....	48
Table 41: Ongoing activities from 2016 for Policy Engagement and Communications Section continued.....	49
Table 42: Ongoing activities from 2016 for Policy Engagement and Communications Section continued.....	50
Table 43: New activities from 2017 for Policy Engagement and Communications Section	51
Table 44: Ongoing activities from 2016 for General Projects and IT Administration Section.....	52
Table 45: New activities from 2017 for General Projects and IT Administration Section.....	53

Table 46: Ongoing activities from 2016 for the Grant Management and Consultancies Section.....	54
Table 47: Ongoing activities from 2016 for Grant Management and Consultancies.....	55
Table 48: Ongoing activities from 2016 for the Finance Section:	56
Table 49: Ongoing activities from 2016 for the Finance Section continued.....	57
Table 50: New activities for the Finance Section in 2017	58
Table 51: Ongoing activities from 2016 for the Administration Section	59
Table 52: Ongoing activities from 2016 for the Administration Section continued.....	60
Table 53: Ongoing activities from 2016 for the Administration Section continued.....	61
Table 54: Ongoing activities from 2016 for the Administration Section continued.....	62

Executive Summary

Scientific Research and Co-ordination

The Scientific Research and Co-ordination (SRC) Section of the INDEPTH Secretariat is tasked with managing, facilitating and co-ordinating scientific research activities within the Network. We employ Working Groups, Interest Groups and Strategic Groups to lead the exploration of topical research areas. In 2015, there were 12 active Working Groups, 6 Interest Groups, and 4 Strategic Groups (see Table 1). Through these groups, and also through efforts specifically from the Secretariat, we are able to pursue calls for large grant proposals to undertake empirical research. The Secretariat led four of the 18 proposals that have been submitted in 2016; it contributed substantive knowledge and administrative support to seven of the submissions; and facilitated the submission of the remaining proposals. There were eleven¹ ongoing network projects in 2016.

In 2016, the SRC Section has undertaken a number of activities. Firstly, the Section began the implementation of the three big projects: Comprehensive Health Epidemiological Surveillance System (funded by the Swedish International Development Agency: US\$460,000), Antibiotic resistance (funded by the Wellcome Trust for three years: €799,828; US\$880,202), and Every New Action Plan projects (funded by the Children's Investment Fund Foundation for three years: £802,079; US\$1,132,371). The inception workshops and site selection for each of these projects has been completed. Applications for ethical approval have been successful for some and pending in other cases. The design of data collection instruments is underway with significant progress being made across all projects. In 2017, we hope to implement planned activities for these projects, and develop further partnerships to produce more multi-centre cross-country research projects which support the diverse range of study opportunities presented in the Network's new Strategic Plan. Note that the work plan presented here has been integrated in the 2017-2021 Strategic Plan.

The SR&C Section is led Dr. Mamusu Kamanda with supervision from Prof. Osman Sankoh. Ms. Samuelina Arthur is a Research Fellow and Mr. Peter Asiedu is Administrative Assistant for the Section.

Capacity Strengthening and Training

The Capacity Strengthening and Training Section has the mandate to identify and create opportunities as well as coordinate and facilitate key activities aimed at enhancing the capacities of member centres to collect quality data and contribute to multi-centre studies. This is done mainly through the INDEPTH Scientific Development and Leadership Programme (support for master and doctoral training, fellowships) and other short term effort like training workshops (onsite and offsite) with particular attention to young scientists and technical support geared towards improving their HDSS core activities.

Our main focus for 2017 will include: Supporting funded students to complete training; 'creating' and/or identifying more training opportunities (Masters' and doctoral studentships) for members to benefit from,

¹ iHOPE, Social Autopsy, CHESS, AWI-Gen, Navrongo Newborn study, OPTIMUNISE, Antibiotic Resistance, Every Newborn Action Plan, MADIMAH, Adult health and aging, Adolescent fertility

conducting the usual plausibility checks on routine demographic indicators and micro datasets in preparation for next update of INDEPTHStats and Data Repository come 1 July 2017; support to interested members with the migration to electronic data capture using the OpenHDS platform. Also we will work closely with the IDMP technical team to ensure that more centres come on board (INDEPTHStats, Data Repository and OpenHDS). Furthermore we will work with and/or encourage the remaining/new member centres to prepare their respective HDSS profiles for publication in IJE. As always, we will continue to support various working groups (e.g. Fertility and SRH, Maternal newborn and child health, environment and health, Health systems, etc.) and multi-centre projects in implementing their respective actions plans with particular attention to expanding expertise in data analysis and training for members. Other activities include engaging the strategic group and SAC to facilitate ongoing training activities, and efforts toward establishing an INDEPTH Training Centre.

The section is headed by Dr. Martin Bangha, assisted by Ms. Beatrice Afari-Yeboah with partial support from Mr. Francis Ameni.

Policy Engagement and Communications

The main function of the section is to ensure INDEPTH maintains an ongoing dialogue with key stakeholders at all levels, so that our work is known, understood and used by those who develop policies and programmes. INDEPTH is fully committed to engaging policymakers so that the high quality data that is generated can be used to guide policy and planning processes.

The section uses various platforms and tools to raise the profile of INDEPTH as a Network and the profiles of individual HDSS sites as a source of critical health and development research and information, and to facilitate translation of findings into policy and practice (so to bridge a major evidence gap). At the international level, the Secretariat puts more effort into developing linkages with international agencies, scientific networks and associations whose mission aligns with ours. At the national level, the section coordinates forums aims at assisting members build stronger relationships with stakeholders such as Ministries of Health, National Statistical Organisations, local universities and the media.

By the end of 2016 the section had two full-time staff, David Mbulumi (PEC Manager) and Evelyn Potakey (Administrative Officer - PEC/Consultancies). The part-time member, Becky Kwei, who also works for The Daily Graphic newspaper in Ghana, has taken a one year study leave.

General Projects and IT Administration

The General Projects & IT Administration section provides administrative/logistical support to INDEPTH Project Managers and the Executive Director. It supports the Network website as well as maintaining the IT infrastructure at the Secretariat. It is also responsible for the expansion of the Network membership and organizes the ISC/AGM. The section also oversees the Secretariat Document Repository which houses all official documents emanating from the Secretariat.

Activities for 2017: Getting more Centres to adopt the OpenHDS system of electronic data collection, iShare2, Data Cooperatives (MiDATA), CHESS, INDEPTH Resource Kit, ISC 2017, and Network membership expansion.

The Section is managed by Mr. Titus Tei and assisted by Mr. Francis Ameni.

Grants Management and Ticketing

The Grants Administration section was created in 2008 to oversee the efficient and effective administration of funds to and from INDEPTH Network Secretariat. The Section is managed by Felicia Manu Asamoah. In 2017, the section aims to ensure proper documentation of all awards received and sub grants awarded to member Centres to ensure strict compliance to funder requirements.

Finance

The INDEPTH Network Finance department is responsible for Financial Management and Financial reporting of the Network Resources.

Audit of 2016 Financial Statement by KPMG; Filing of Form 990 with USA IRS on or before 15th May 2017 to maintain our charity status; Organise Finance Managers workshop for selected sub grantees to enhance effective and prompt Financial reporting; Refresher courses for Financial team on Sun accounting software to improve to use of the accounting system tools; Continuous Professional Development for the Finance team; Preparation of quarterly Financial reports to Management and Board; Preparation of timely Financial reports to Donors; Support preparation of Budgets for Fund raising; and Budgetary and Budget controls.

The staffs in the Finance Department are: Mr. Apaliyah Sixtus (Finance Manager); Mr. Adam Osman (Senior Accountant); Mr. Raymond Akparibo (Senior Accountant); and Ms. Gloria Kessie (Accountant).

Administration

The section focuses on the provision of an enabling working environment for productive work and this is done through the provision and maintenance of offices, the management of office utilities, the acquisition and maintenance of office legal documents as well as legal document for expatriate staff and the implementation of the environmental policy adopted by the organization.

Activities for 2016: Renew staff health insurance; Renew staff contracts; Continue to implement environmental friendly office policies; Upkeep Offices 30/40.

The Section is managed by Mrs Margaret Bugase with her assistant Mr. Isaac Odamba.

1. Scientific, Research and Co-ordination

The Scientific Research and Co-ordination (SRC) Section of the INDEPTH Secretariat is tasked with managing, facilitating and co-ordinating scientific research activities within the Network. We employ Working Groups, Interest Groups and Strategic Groups to lead the exploration of topical research areas. In 2015, there were 12 active Working Groups, 7 Interest Groups, and 4 Strategic Groups (see Table 1). Through these groups, and also through efforts specifically from the Secretariat, we are able to pursue calls for large grant proposals to undertake empirical research. The Secretariat led four of the 20 proposals that have been submitted in 2016; it contributed substantive knowledge and administrative support to seven of the submissions; and facilitated the submission of the remaining proposals. There were eleven² ongoing network projects in 2016.

Table 1: Names of Working Groups, Interest Groups, and Strategic Groups

Working Groups	Interest Groups	Strategic Groups
<ol style="list-style-type: none"> 1. Health Systems 2. Antibiotic Resistance 3. Maternal Newborn and Child Health 4. Sexual and Reproductive Health 5. Vaccination and Child Health 6. Migration, Urbanisation and Health 7. Cause of Death Determination 8. Education 9. Social Science Research 10. Environment and Health 11. Mortality Analysis 	<ol style="list-style-type: none"> 1. Indoor Air Pollution 2. Sickle Cell 3. Nutrition 4. Mental Health 5. HIV/AIDs 6. Malaria/non-malaria fevers illness 	<ol style="list-style-type: none"> 1. Capacity Strengthening and Training 2. Data Analysis and Cause of Death 3. Research to Policy Group 4. INDEPTH Data Management Programme

² iHOPE, Social Autopsy, CHES, AWI-Gen, Navrongo Newborn study, OPTIMUNISE, Antibiotic Resistance, Every Newborn Action Plan, MADIMAH, Adult health and aging, Adolescent fertility

1.1. iHOPE project (part of Health Systems Working Group)

Table 2: Ongoing activities from 2016 for iHOPE project

Activities for 2016	Comment on Status at the end of 2016	Proposed Continuation for 2017	Comment on Funding / Implementation
<ul style="list-style-type: none"> • The team worked on the protocol and instruments and submitted to SAG • The team had a couple of back and forth interactions with the SAG • SAG provided substantial comments • A small meeting was organised to resolve the SAG comments • SAG finally gave approval and green light on the instruments and for the research to go ahead • Funder (Gates) is pleased and asked whether we wanted transfer of some of the grant funds this year; we indicated we would only need more funds early 2017 • Two PhD students (Ghana and Vietnam) on the iHOPE that were recruited have travelled to Swiss TPH in Basel to start their programme • The students have commended classes and will complete by the end of the year • They will be developing their PhD proposals 	<p>The project was able to work and finalise the instruments of the iHOPE project. The Scientific Advisory Group (SAG) has given approval for the project to move forward</p>	<p>In 2017 the project will be busy with fieldwork or data collection. Data analysis, report writing and papers will all be happening in 2017. The project will be asking for no cost extension given that so much time was spent trying to obtain SAG approval</p>	<p>Funding is available from Gates Foundation. There is also indication that WHO will give funding support for one aspect of the work (the mobile phone survey)</p>

Table 3: New activities from 2017 for iHOPE project

Proposed NEW Activities	Justification for inclusion	Comment on Funding / Implementation
<ul style="list-style-type: none"> • Data collection: all the three implementing sites will be undertaking data collection on the project • Transfer of further funds for the project by the funder (Gates Foundation) • PhD students will be back after their coursework and will support data collection, analysis and report writing • Request for no-cost extension of the project will be made to the funder • To start paper writing • Conference participation and presentation of the project 	<p>In 2016 the project has largely devoted time to finalising the protocol and the instruments. After the development of the protocol and instruments the team had a series of healthy back and forths with the Scientific Advisory Group of the project which was a key requirement of the project. The approval has thus paved the way for the full scale implementation of the project in the implementing sites in 2017.</p>	<p>The funder is expected to transfer funds to the project in early 2017</p>

1.2. Education Working Group (revived October 2014)

The Education Working Group was re-launched in March 2015 in Accra with 13³ centres. Dr. Moses Ngware from Nairobi HDSS is the group leader. Dr. Mamusu Kamanda anchors the group from the Secretariat in Accra. A systematic review paper was published in 2016. The group wrote one proposal in 2016 on teacher accountability; this is currently under review by the Economic Social Research Council, UK.

Table 4: Ongoing activities from 2016 for the Education Working Group

Activities for 2016	Comment on Status at the end of 2016	Proposed Continuation for 2017	Comment on Funding / Implementation
<p>A. Grant Proposal Development</p> <p>Proposal on teacher accountability in Ghana and Zimbabwe submitted to Economic Social Research Council for £689,612.</p>	Under review	If successful, project will start in 2018	This will be a fully funded project
<p>B. Developing Publications</p> <p>1. Started systematic literature review on children’s schooling in poor urban and rural areas</p> <p>2. Paper on ‘Transition to secondary school’</p>	<p>The literature for this has been read and comprehensive notes have been taken.</p> <p>Analysis completed for Nairobi and Rufiji HDSS</p>	<p>Draft the paper, have it reviewed and submitted</p> <p>Finalise paper with analysis from Narvongo</p>	

³ Dodowa, Kintampo, Navrongo, Ifakara, Rufiji, Karonga, Nairobi, Iganga/Mayuge, Ouagadougou, Nouna, Farafenni, Birbhum, Ballabgarh, Chililab

Table 5: New activities from 2017 for Education Working Group

Proposed NEW Activities	Justification for inclusion	Comment on Funding / Implementation
<p>1. Education research will link with 2 INDEPTH areas: Nutrition & Health among young children (0-8 years)</p> <p>2. Adults & adolescents health, and especially transition to secondary education and how this could lead to better SR&H outcomes, fertility decisions, child health/mortality</p>	<p>1. Nutrition and health inputs are strong predictors of cognitive development; Children with better cognitive development outcomes have better schooling and education outcomes.</p> <p>RQ: Eg. If children are exposed to malaria parasites over time, how does this affect their schooling and education outcomes; to what extent does nutrition outcomes affect progress in schooling & education</p> <p>2. Secondary education accelerates achievements in SRH outcomes, girls/mothers with secondary education and above have lower fertility, their children have better health outcomes, etc.</p>	<p>We hope to develop these ideas into collaborative proposals with other working groups</p>

1.3. Maternal, Child and Newborn Health

The Maternal and Newborn Working Group (MNWG) became a working group in the INDEPTH Network in 2012. The main goal for its formation was to support the coordinated multi-site, multi-country generation of evidence to inform policy and programmes, specifically focusing on maternal and newborn health and survival in low income countries. Through the MNWG, the INDEPTH Network seeks to contribute to the collection of longitudinal data on all health aspects including maternal and newborn health, migrations, socio-economic status, births and deaths, among others. Currently, there are 32 member sites that subscribe to the group. However, because the INDEPTH Network requires all member centers to monitor pregnancy and births, all sites are potentially members of the group.

Together with the London School of Hygiene and Tropical Medicine, the MNWG is conducting research to improve metrics around the time of pregnancy and birth, including improvement of household survey capture of stillbirths and neonatal deaths, birth weight and gestational age and optimizing the data capture of pregnancy outcomes across five health and demographic surveillance sites. This is under the ENAP metrics work.

Table 6: Ongoing activities from 2016 for Maternal, Child and Newborn Health Working Group

Activities for 2016	Comment on Status at the end of 2016	Proposed Continuation for 2017	Comment on Funding / Implementation
<p><i>Activities for 2016 under the ENAP project include:</i></p> <ul style="list-style-type: none"> • Awarded grants to 5 HDSS sites to conduct the ENAP metrics • Developed the draft generic protocol for the ENAP metrics • Organised a technical workshop in Kampala for the 5 HDSS sites • Workshop report completed 	<ul style="list-style-type: none"> • The activities are all on course, though many will flow over into 2017 	<p><i>ENAP metrics</i></p> <ul style="list-style-type: none"> • Submission and receipt of ethical approval by each site • Meeting in March/April with sites to track progress on ENAP metrics and to discuss verbal and social autopsy (the autopsy work is not restricted to the 5 ENAP sites) • Piloting tools and start of the survey <p><i>Other activities</i></p> <ul style="list-style-type: none"> • Completion of the MNWG strategic plan and revising the MNWG to include child health 	<p><i>ENAP metrics</i></p> <ul style="list-style-type: none"> • Additional funding is needed as the sample size for the study has increased and electronic data capturing has been adopted which requires tablets. This has been an issue affecting the smooth running of the project.

Table 7: Ongoing activities from 2016 for Maternal, Child, and Newborn Health Working Group continued

Activities for 2016	Comment on Status at the end of 2016	Proposed Continuation for 2017	Comment on Funding / Implementation
<p><i>Activities for 2016 under the ENAP project include:</i></p> <ul style="list-style-type: none"> • Updated the generic protocol; this will be completed and published as open access. • LSHTM is going to submit the generic protocol for ethical review and after obtaining clearance the sites will also adapt it to suit their sites and submit it for ethical approval. • Drafting a data sharing agreement for the ENAP metrics that must be agreed on with the sites • Collating of questionnaires used by the HDSS sites in the work relevant to ENAP metrics • Start/continuation of site specific enhancements • Monthly update skype calls with the ENAP core team and the HDSS sites • Submission of quarterly technical and financial reports <p><i>Other activities</i></p> <ul style="list-style-type: none"> • Revision of the MNWG strategic plan 	<ul style="list-style-type: none"> • The activities are all on course, though many will flow over into 2017 		<p><i>ENAP metrics</i></p> <ul style="list-style-type: none"> • The ethical approval is subject to country specific requirements. Therefore, there may be delays by the ethical boards, which may affect implementation of other activities.

Table 8: Ongoing activities from 2016 for Maternal, Child, and Newborn Health Working Group continued

Activities for 2016	Comment on Status at the end of 2016	Proposed Continuation for 2017	Comment on Funding / Implementation
<p><i>Other activities</i></p> <ul style="list-style-type: none"> • Establishment of collaborations with James Stark from NYU and Daniel Weibel under the GAIA/ maternal immunization group • Starting the establishment of a database for production of comparable data across sites • Writing of papers for submission to scientific journals • Writing concepts/grants for funding • Improve communication with member sites, and visibility • Presentation of MNWG work to the national newborn steering committee in Uganda 	<ul style="list-style-type: none"> • The activities are all on course, though many will flow over into 2017 	<p><i>Other activities</i></p> <ul style="list-style-type: none"> • Completion of database for comparability across sites 	

Table 9: New activities from 2017 for Maternal, Child, and Newborn Health Working Group

Proposed NEW Activities	Justification for inclusion	Comment on Funding / Implementation
<ul style="list-style-type: none"> • Producing rates every year across sites and make them publically available • Resurrecting data standardisation and strengthening • Joint data analysis and writing of scientific papers across sites • Joint grant writing across sites • Establishment of more collaborations 	<p>These are all within the scope, vision and mission of the MNWG. These activities are important for provision of high quality data and evidence to improve maternal, newborn and child health outcomes globally, as well as to influence policy.</p>	<ul style="list-style-type: none"> • The MNWG has a number of concepts under development that require funding • The MNWG intends to increase communication across the sites, in order to have a closer working relationship. Incentives like different sites taking up the lead authorship will encourage collaboration.

1.4. ABACUS Project

Table 10: Ongoing activities from 2016 and plans for 2017 for the ABACUS project

Activities July-Sep 2016	Plans for Oct-Dec 2016	Plans for 2017
<p>Most sites have achieved local ethics approvals excluding Agincourt-South Africa (waiting for response from reviewers) and Dodowa-Ghana.</p> <p>Wits University, South Africa is developing the online database</p> <p>Some sites are in phase 1 (suppliers mapping has been completed in two sites (FilaBavi and Kintampo); ongoing in others).</p> <p>Phase 2 preparation has been conducted in Manhica (training for field workers), FilaBavi (pilot FGD and IDI), and show card design (Dodowa, Thailand).</p>	<p>Oct:</p> <ul style="list-style-type: none"> - Complete local IRB approval in Agincourt and Dodowa. - Complete database development and hand over to sites with training provided. <p>Nov: Complete phase 1 including mapping all antibiotic suppliers and inventory on 5 essential antibiotics at 10 antibiotic suppliers.</p> <p>Dec: Complete phase 2 including 6 FGDs, 16 in-depth interviews with community members and 16 in-depth interviews with antibiotic suppliers.</p> <p>Dec: Site visits and training quantitative work for local coordinators.</p>	<p>Jan: start phase 3 including:</p> <ul style="list-style-type: none"> - Longitudinal HDSS household survey at 1000 HDSS households (~4000 individuals) 2 times in one year - Customer exit surveys: at each of 20 antibiotic suppliers, 4 days of survey in one year, capturing 30 antibiotic encounters per day of survey (~2400 antibiotic encounters) <p>August: Meeting for interim analyses and triangulation to design explanatory qualitative work (phase 4) and drafting of publications</p> <p>Sep: start phase 4 (2 FGDs and 5 in-depth interviews) in case discrepancies are observed</p> <p>Dec: start overall analysis and reporting</p>

1.5. Social autopsy

Table 11: Ongoing activities from 2016 for the Social Autopsy project

Activities for 2016	Comment on Status at the end of 2016	Proposed Continuation for 2017	Comment on Funding / Implementation
Work on questionnaire (adaptations)	Questionnaire has been further improved and shortened.	We hope that most of 2017 will be used for data-collection as it will take more than 1 year to have captured all <5y death in every site (some death are only identified during rounds)	The very limited budget has proven somewhat difficult. We are still confident to make it, even if it means that some of our work is free of charge.
Ethics approval obtained August/Sept for Taabo)	Ethics for both sites have been approved. This took very long in Côte d'Ivoire although the protocol was ready for submission in January 2016.		With the delays due to administrative issues and the ethics committees, we shall not be able to finalise the entire study in 2017 – but we hope to be able to end data-collection at that point in time.
Writing of manual	Head of HDSS in Taabo has given further inputs on the questionnaire and been trained. He is in the process of writing the manual.		
Training Taabo and Training Nouna	Training of Taabo team should take place in September/October. Nouna team busy in September, so hopefully October is possible for their training. Ideally we start with data collection at both sites the same time (after short refresher in Taabo).	Preliminary analysis of data may be started.	Analysis and writing up of publications will take more time (2018). This does not increase spending or influence the ability to remain within the overall budget - it just means activities are taking place at a later point in time. With quality being of utmost importance to us, we prefer taking more time but providing good quality.
Final mini-pilot to ensure all works well after changes	To improve quality, and enhance ties between the sites we had hoped to either send Siaka Koné to Nouna or have 1-2 person from Nouna visit Taabo (currently investigating what comes at lowest cost as budget is very tight- after the budget cuts we had hoped to use regular visits from the Nouna team to SwissTPH for training to save costs, but it proved impossible).		

Table 12: Ongoing activities from 2016 for the Social Autopsy project continued

Activities for 2016	Comment on Status at the end of 2016	Proposed Continuation for 2017	Comment on Funding / Implementation
Data collection (start)	Once everybody is trained and a last mini-pilot is run to ensure the questionnaire still works well after the last changes, data-collection should finally start. (was planned for 1. Oct, we now hope 1. Nov or 1 st Dec very latest)		

Table 13: New activities from 2017 the Social Autopsy project

Proposed NEW Activities	Justification for inclusion	Comment on Funding / Implementation
Activities for 2017 (data-collection/supervision) are initiated in 2016. Preliminary work on data analysis my start, too.		Part of normal project.

1.6. MADIMAH

We have two streams of analytic activity underway, one to examine determinants of migration (MADIMAH 1) and another looking at mortality outcomes associated with migration (MADIMAH 2). We are proposing a new stream, MADIMAH 3, to commence this year.

Table 14: Ongoing activities from 2016 for the MADIMAH project

Activities in April - June 2016	Activities in July - Sept 2016	Plans for Sept - Dec 2016
<p>MADIMAH 1 data repository:</p> <ul style="list-style-type: none"> ▪ Completed preparation of micro datasets on migration and human capital ▪ Secured consent from Centre leaders of 6 of the 8 Centres: Nanoro, Nouna, Ouagadougou, Kisumu, Nairobi, Agincourt ▪ Prepared the data documentation file in nesstar 	<p>MADIMAH 1 data repository:</p> <ul style="list-style-type: none"> ▪ Public release on iShare: http://www.indepth-ishare.org/index.php/catalog/88 	<p>MADIMAH 2 repository:</p> <ul style="list-style-type: none"> ▪ Plan to release MADIMAH 2 datasets. Look at resources and the potential to get a Masters student to assist.
<p>MADIMAH 1 Migration and Human Capital paper published in Demographic Research:</p> <ul style="list-style-type: none"> ▪ Ginsburg, C., Bocquier, P., Béguay, D., Afolabi, S., Augusto, O., Derra, K., Odhiambo, F., Otiende, M., Soura, A., Zabre, P., White, M.J., Collinson, M.A., (2016). Human capital on the move: Education as a determinant of internal migration in selected INDEPTH surveillance populations in Africa. Demographic Research. 34(30): 845-884. DOI: 10.4054/DemRes.2016.34.30 	<p>n.a.</p>	<p>n.a.</p>

Table 15: Ongoing activities from 2016 for the MADIMAH project continued

Activities in April - June 2016	Activities in July - Sept 2016	Plans for Sept - Dec 2016
<p>MADIMAH 2: Migration and Mortality</p> <ul style="list-style-type: none"> ▪ MADIMAH 2.1 multi-centre paper “Healthy or Unhealthy Migrants? Identifying Internal Migration Effects on Mortality in Africa using Health and Demographic Surveillance Systems of the INDEPTH Network” has received a revise and resubmit decision from the journal Social Science and Medicine. Revised paper has been resubmitted ▪ MADIMAH 2.2 paper on migration and mortality by cause of death in Agincourt, African Centre, Nairobi and Kisumu: analysis underway 	<p>MADIMAH 2: Migration and Mortality</p> <ul style="list-style-type: none"> ▪ MADIMAH 2.1 published in Social Science and Medicine: Ginsburg, C., Bocquier, P., Bégué, D., Afolabi, S., Augusto, O., Derra, K., Herbst, K., Lankoande, B., Odhiambo, F., Otiende, M., Soura, A., Wamukoya, M., Zabre, P., White, M.J., and Collinson, M.A. (2016). Healthy or unhealthy migrants? Identifying internal migration effects on mortality in Africa using Health and Demographic Surveillance Systems. <i>Social Science & Medicine</i>. 164 (2016), 59-73. ▪ MADIMAH 2.2 paper on migration and mortality by cause of death: analysis completed, draft paper in preparation for submission to public health oriented journal 	<p>MADIMAH 2: Migration and Mortality</p> <ul style="list-style-type: none"> ▪ MADIMAH 2.2 paper on migration and mortality by cause of death provisionally entitled “Internal migration and epidemiological transition in Kenya and South Africa: A comparison of migration effect on AIDS/TB and NCD mortality using Health and Demographic Surveillance Data”: complete write-up of paper and prepare for submission to public health oriented journal ▪ Paper writing workshop of co-authors from Agincourt, Africa Centre, Nairobi and Kisumu planned for 16-19 November 2016 at the Wits School of Public Health

Table 16: Ongoing activities from 2016 for MADIMAH continued

Activities in April - June 2016	Activities in July - Sept 2016	Plans for Sept - Dec 2016
<p>MADIMAH Training Manual</p> <ul style="list-style-type: none"> ▪ Write-up of part 1 of the training manual completed, research note to accompany training manual drafted 	<p>MADIMAH Training Manual</p> <ul style="list-style-type: none"> ▪ Training manual (part 1) and research note in review with BMC Research Notes (as a technical note) 	<p>MADIMAH Training Manual</p> <ul style="list-style-type: none"> ▪ Training manual (part 1): await decision and further direction from BMC Research Notes ▪ Begin drafting training manual part 2 (on longitudinal/ event history data analysis)
	<p>MADIMAH Planning Meeting held on 14, 15 July 2016</p> <ul style="list-style-type: none"> ▪ Planning discussions on MADIMAH 3: Child mortality as a function of migration status of parents, and household characteristics 	<p>MADIMAH 3: Child Mortality, migration, parental presence and household composition</p> <ul style="list-style-type: none"> ▪ 3.1: Agincourt and Ouagadougou pioneer centres: begin data preparation for two single centre papers ▪ 3.2: Explore funding opportunities for multi-centre study

1.7. AWI-Gen

Table 17: Ongoing activities for the AWI-Gen project in 2016

Activities in Jul-Sep 2016	Plans for Oct-Dec
<ol style="list-style-type: none"> 1. Completion of enrollment at the Nanoro, Dikgale and Agincourt Centers 2. Resource publication accepted for publication pending minor revisions. Revised manuscript submitted and now in press. 3. Quality control of data begun 4. Publication writing workshop held in Aug to plan a series of Center-based papers examining behavioral and environmental (exposure) correlations with body composition 5. Submission of draft version of paper on hypertension across all AWI-Gen Centers. 6. DNA extraction and fasting glucose measurements completed for all samples in house. 7. Awaiting final shipment of samples from Agincourt and Nanoro 8. Training opportunities: BioNet (introduction to Bioinformatics attended by several AWI-Gen members) Wellcome Trust Courses at the Sanger Institute (UK) attended by 3 AWI-Gen participants. 9. Series of strategic planning meetings for AWI-Gen renewal application. Letter of intent submitted to the NIH on 15 September. Discussions with NIH (Jennifer Troyer) 10. Half day workshop on 27 Sept to plan scientific content of AWI-Gen renewal 11. Identified a research administrator to assist in the Biobank and AWI-Gen research administration 	<ol style="list-style-type: none"> 1. Completion of sample shipping and completion of DNA extractions 2. Completion of biomarker analyses 3. Significant progress on data QC 4. Submit hypertension paper to Global Heart 5. Submission of the six Center-specific papers on BMI, plus one summary paper 6. Preparation of Africa-wide analysis of BMI paper for a high impact journal 7. Strong attendance at the H3Africa meeting in Mauritius; one member from each of Nanoro, Navrongo and Nigeria, two participants to attend the Genome Analysis writing jamboree, one for workshops and participation in biobanking, Project Manager to attend. 8. Submission of the AWI-Gen renewal application to the NIH in mid-November 9. Finalisation of Romuald Boua's PhD research topic (Nonoro-Wits partnership) 10. Appoint Research Administrator 1 Oct 11. Continue to submit DNA samples to H3A Biorepository at CLS

2. Proposal Development

A total of twenty proposals have been submitted in 2016 within the Network. Of these submissions, three were successful, a decision is pending on four, and the remaining ten were unsuccessful.

Table 18: Proposals developed and submitted for funding in 2016

Title	Centres and partners	Funder, amount and duration	Status	Date of submission	Expected date of decision
Enhancing Malaria control through test, treat and track strategies: A community approach	Lead: INDEPTH African Media & Malaria Research Network (Ghana), Pharmacy Council of Ghana (Ghana) HDSS: Ghana –Dodowa, Kintampo, Navrongo	Comic Relief & GSK £1,000,000	Invited for full proposal	28.10.16	tbc
UK/India/Africa Network for Adolescent Nutrition	Lead: University of Southampton, UK	Medical Research Council- Global Challenges Research Fund £600,000	Under review	02.10.16	tbc
Understanding non-communicable diseases (NCD) and the role of infection in Africa: building a partnership to generate big data	Lead: London School of Hygiene and Tropical Medicine, UK HDSS: Agincourt (South Africa), Nairobi (Kenya), Ifakara (Tanzania)	Medical Research Council- Global Challenges Research Fund £550,000	Under review	02.10.16	tbc

Table 19: Proposal development in 2016 continued

Title	Centres and partners	Funder, amount and duration	Status	Date of submission	Expected date of decision
Data to the People for Equitable Health	Lead: Berner Fachhochschule, Switzerland HDSS: Kersa (Ethiopia), Filabavi (Vietnam)	Swiss National Science Foundation Budget: CHF 3,020,000 (\$3,162,038.81) Period: 72 Months	Under review	06.10.16	tbc
INESS on CHES – Integrating an INDEPTH Effectiveness and Safety Surveillance Platform in a Comprehensive Health and Epidemiological Surveillance System for Sustainable Phamacovigilance Capacity in Africa Letter of intent	Lead: INDPETH London School of Hygiene and Tropical Medicine (UK), WHO-Collaborating Centre for Advocacy and Training in Pharmacovigilance (Ghana), University of Health and Allied Sciences (Ghana), Swiss TPH (Switzerland) HDSS: Burkina Faso, Ghana, Ethiopia, Mozambique and 7 other African countries	EDCTP €3,000,000 60 months	Under review	27.09.16	22.12.16

Table 20: Proposal development in 2016 continued

Title	Centres and partners	Funder, amount and duration	Status	Date of submission	Expected date of decision
BCGOPTIMISE: Optimising the beneficial non-specific effects of BCG vaccination to reduce child survival in Africa Letter of intent	Lead: Bandim (Guinea) Statens Serum Institut (Denmark), University of Heidelberg (Germany), Radboud Universiteit (Netherlands) Centres: Navrongo (Ghana), Nouna (Burkina Faso)	EDCTP €3,000,000 60 months	Under review	29.09.16	22.12.16
Developing AWI-Gen into a longitudinal cohort to investigate genomic and environmental risk factors for cardiometabolic diseases in ageing adults in Africa Letter of intent	Leaa: University of Witwatersrand (South Africa) Partner: University of Limpopo (South Africa) HDSS: Agincourt (South Africa), Nairobi (Kenya), Nanoro (Burkina Faso), Navrongo (Ghana)	NIH	Under review	15.09.16	tbc
e-registry	Lead: Norwegian Institute of Public Health (Norway) HDSS: Iganga-Mayuge (Uganda), Navrongo (Ghana), icddr,b (Bangladesh)	European Research Council €100,000 18 months	In draft	tbc	tbc

Table 21: Proposal development in 2016 continued

Title	Centres and partners	Funder, amount and duration	Status	Date of submission	Expected date of decision
Enhancing the capacity of two health and demographic surveillance sites in the INESS platform to conduct rigorous post-licensure effectiveness and safety studies on pyramax and other interventions against malaria	Lead: INDEPTH Network Nanoro (Burkina Faso)	The Gates Foundation US\$1,182,415	Funded	January 2016	July 2016
NUTRI-SCOPE: Monitoring, modelling and managing the transition towards a sustainable nutrition-health-environment system	Lead: Potsdam Institute for Climate Impact Research (Germany) Partners: Univ. of Heidelberg, Germany; Univ. of Nottingham, UK; Univ. of Sussex, UK; London School of Hygiene and Tropical Medicine, UK; Centre for Development Research, University of Bonn HDSS sites: Nouna (Burkina Faso), Kersa (Ethiopia), Nairobi (Kenya), Chakaria (Bangladesh), Agincourt (South Africa), Birbhum (India)	Wellcome Trust Budget: €9,146,672	Submitted	14.08.16	Not funded

Table 22: Proposal development in 2016 continued

Title	Centres and partners	Funder, amount and duration	Status	Date of submission	Expected date of decision
How do accountability relationships and processes within developing country education systems enable or inhibit the raising of learning outcomes?	Lead: INDEPTH Partners: Vienna Institute of Demography (Austria), University of Newcastle (Australia) HDSS sites: Navrongo (Ghana)	Economic Social Research Council and Department for International Development, UK Budget: £689,612	Submitted	23.07.16	December 2016
Improving access to safe surgical and anaesthesia care in Sierra Leone: A multidisciplinary health system improvement intervention	Lead: King's College London (United Kingdom) Partners: Lund University (Sweden), Norwegian University of Science and Technology (Norway), Harvard Global Research and Support Services, Inc (United States), University of Sierra Leone (Sierra Leone), INDEPTH Network (Ghana)	European Commission Total budget: €6,533,838.25 (\$7,383,236) Duration: 5 years	Not funded	13.04.16	13. 09.16

Table 23: Proposal development in 2016 continued

Title	Centres and partners	Funder, amount and duration	Status	Date of submission	Expected date of decision
e-Registries – Harnessing the power of individual health information to personalize quality and continuity of care for women and children in health systems in low- and middle-income countries.	<p>Lead: Norwegian Institute of Public Health (Norway)</p> <p>Partners: Uppsala University (Sweden), London School of Hygiene and Tropical Medicine (United Kingdom), International Center for Diarrheal Disease Research, Bangladesh (Bangladesh), INDEPTH Network (Ghana), University of Oslo (Norway), Ghana Health Service (Ghana)</p> <p>HDSS site: ICDDR (Bangladesh), Navrongo (Ghana)</p>	<p>European Commission</p> <p>Budget: €5,999,302 (\$6,769,612)</p> <p>Duration: 5 years</p>	Not funded	13.04.16	13. 09.16
CHESS	<p>Lead: University of Edinburgh (UK)</p> <p>Partners: University of Umea, Sweden</p> <p>HDSS: Nanoro (Burkina Faso) and Kersa (Ethiopia)</p>	<p>Global Challenges Research Fund, UK £600,000</p>	Not funded	22.06.16	29.07.16

Table 24: Proposal development in 2016 continued

Title	Centres and partners	Funder, amount and duration	Status	Date of submission	Expected date of decision
Improving knowledge of burden of surgical disease and barriers to access to Safe Surgical and Anaesthesia Care in Ethiopia: A Multidisciplinary Study	Lead: Kings College London (UK) Partners: Addis Ababa University, Ethiopia; Federal Ministry of Health, Ethiopia HDSS: Ethiopia – Kersa, Arba Minch, Dabat, Gilgel Gibe, Kilite Awlaelo, Butajira	Medical Research Council- Global Challenges Research Fund, UK £534,034	Not funded	21.06.16	29.07.16
Musculoskeletal development and ageing in Sub-Saharan Africa: a life-course study in contrasting environments	Lead: University of Southampton (UK)	Medical Research Council- Global Challenges Research Fund £600,000	Not funded	21.06.16	29.07.16
Health Evaluation, Research and Development (HERD) Project under the Health Research Program	Lead: John Hopkins University (USA)	USAID Budget: \$24,500,000 Duration: 5 years	Not funded	29.04.16	30.08.16
Sickle Cell Disease in Sub-Saharan	Lead: Nairobi HDSS (Kenya) Rufiji (Tanzania), Kyamulibwa (Uganda), Kombewa (Kenya)	NIH 2017-2020	Not funded	January 2016	tbc

Table 25: Proposal development in 2016 continued

Title	Centres and partners	Funder, amount and duration	Status	Date of submission	Expected date of decision
Exploring the molecular mechanisms of cholera blood group dependence, as a basis to design targeted intervention strategies for a world characterized by climate change - CHOLCLIM	Univ. of Oslo, Norway; Umeå Uni, Sweden; CNRS; Tampere Uni. of Technology; Technische Univ. Dresden; Göteborgs Univ.; Univ. of Leeds, UK; Univ. Degli Studi Di Milano; Glyco Universe GmbH & Co KGaA; Norwegian Univ. of Life Sciences, Norway; National Institute Of Chemistry	European Commission €3,996,538.92 (\$4,512,492.09) 2017-2020	Not funded	12.01.16	02.05.16
Pilot to find relationships between morbidity and mortality from various sources utilising INDEPTH health and demographic surveillance systems	Vadu (India)	MRC, UK £97,870 (\$142,621.55)	Not funded	January 2016	29.04.16

3. Capacity Strengthening and Training

The Capacity Strengthening and Training Section identifies and creates opportunities as well as coordinates and facilitates key activities aimed at enhancing the capacities of member Centres to contribute to cross-centre research. Our main focus for 2017 will include: supporting funded students to complete training; ‘creating’ and/or identifying more training opportunities (Masters and doctoral studentships) for members to benefit from; conducting the usual plausibility checks on routine demographic indicators and micro datasets in preparation for next update of INDEPTHStats and Data Repository come 1 July 2017 as well as working closely with the IDMP technical team to ensure that more centres come on board (INDEPTHStats, Data Repository and OpenHDS).

Table 26: Ongoing activities from 2016 for the Capacity Strengthening and Training Section

Activities for 2016	Comment on Status at the end of 2016	Proposed Continuation for 2017	Comment on Funding / Implementation
A. INDEPTH Training Centre	Feasibility study and analysis of financing options by KPMG completed, reviewed and approved by Board.	On hold while we continue to seek ways and means of raising necessary funds to implement the project	Soliciting
B. Strategic group on Capacity Strengthening and Training	Contribution to identification of emerging opportunities and future strategic directions for the Network, i.e. SP 2017-2021 Developed concept note for INDEPTH Residents Scholar Programme (reverse brain drain) and shared with some donors	Consider another meeting of group Review and SP 2016-2021 to identify concrete steps to raise the resources to implement activities consistent with plan esp. increase multi-centre productivity (papers) and visibility/utility of INDEPTH data	Activities to be funded through Core

Table 27: Ongoing activities from 2016 for the Capacity Strengthening and Training Section continued

Activities for 2016	Comment on Status at the end of 2016	Proposed Continuation for 2017	Comment on Funding / Implementation
<p>C. INDEPTH Scientific Development and Leadership Program (ISDLP)</p> <p>Support to Research Data Management (RDM)</p>	<p>One of the 4 funded students (2015-2016 batch completed programme and returned to home institution</p> <p>Two (2) of five (5) delaying students from earlier batches (2013-2015) complete and submit research report to Wits</p>	<p>Support to continuing students (6) on research report stage to complete and graduate</p> <p>Fund 2-3 new students to join the RDM programme</p>	<p>Activities to be funded through Core as well as part contribution of members</p>
<p>D. Doctoral Level Training Support</p> <p>Partial support to HDSS site young researchers at home country universities and/or those on sandwich doctoral programmes in the North</p>	<p>One supported PhD student completes and defend dissertation publicly.</p> <p>Two (2) Doctoral studentships on the iHOPE Project awarded for training at Swiss TPH and coursework started</p> <p>Three (3) of the four (4) OPTIMUNISE project supported PhD students approaching completion.</p> <p>Two (2) supported students at UG Legon progressing well while one new student joins Wits for PhD training programme under the AWI-Gen Project</p>	<p>Continue pursuing strategies with news multi-centre projects as well as partner projects to ensure that INDEPTH members benefit from the training funds</p> <p>Identify and pursue other collaborative avenues/projects to facilitate PhD training for member centres</p>	

Table 28: Ongoing activities from 2016 for the Capacity Strengthening and Training Section continue

Activities for 2016	Comment on Status at the end of 2016	Proposed Continuation for 2017	Comment on Funding / Implementation
<p>E. Exploring other competitive avenues for training of HDSS scientists</p>	<p>Students at American University of Beirut (AUB) progressing well</p> <p>Another student (Wits MSc 2011-2012) awarded WHO/TDR fellowship for PhD training in implementation Science at Wits</p>	<p>Pursue collaborative arrangements with partners (e.g. Stanford, RIPS, ISSP, University of Ouagadougou) to enhance our training effort</p>	<p>Activities to be funded through Core as well as part contribution of members</p>
<p>F. Compile and feature profiles of funded graduates on INDEPTH website</p>	<p>Alumni page created on website for funded graduates and profiles of funded graduates loaded</p>	<p>Continue to compile and feature profiles of funded graduates on page</p>	
<p>G. INDEPTH Fellowships</p> <p>Provide support for Fellows with MSc and/or PhD to be posted to centres that require assistance</p>	<p>Fellows at Butajira complete fellowship, period and Butajira submits core data/indicators for plausibility checks</p>	<p>Review and support a fellowship to another member centre in need</p>	

Table 29: Ongoing activities from 2016 for the Capacity Strengthening and Training Section continue

Activities for 2016	Comment on Status at the end of 2016	Proposed Continuation for 2017	Comment on Funding / Implementation
<p>H. Young Scientists (YS)</p> <p>1. Evaluating applications for the INDEPTH Resident Research Fellows (IRRF) competition</p> <p>2. Plan and organise a YS competition for 2015 as well as the pre-ISC workshop</p>	<p>No application received for IRRF.</p> <p>Planned writing workshop postponed since only five (5) abstracts received before deadline for Kampala AGM</p> <p>One of the 9 YS funded to the ISC2015 has the paper published. Others have submitted to various journals while others are still undergoing reviews</p>	<p>Work with identified facilitators to secure support/funding to organise writing workshop</p> <p>Adopt a dual approach to scientific writing workshops: with one workshop for mid-level or senior scientists targeting top tier journals to be facilitated by Editors from <i>Lancet</i> & <i>BMJ</i></p> <p>Another workshop for young scientists or junior researchers whose final papers may end up in the relatively lower tier journals</p>	
<p>I. HDSS Cohort Profiles in IJE</p>	<p>Two HDSS profiles were published</p> <p>First drafts received for a handful of members and review internally: Matlab revised and submitted to IJE</p>	<p>Assist and follow up on outstanding centres to draft/revise profiles for submission</p>	

Table 30: Ongoing activities from 2016 for the Capacity Strengthening and Training Section continue

Activities for 2016	Comment on Status at the end of 2016	Proposed Continuation for 2017	Comment on Funding / Implementation
<p>J. INDEPTH Data Management Programme (IDMP) 1. OpenHDS Ensure appropriate documentation of the OpenHDS process so as to provide guidance to the next set of centres</p>	<p>Training provided for 5 additional centres to acquire knowledge on OpenHDS setup and its implementation bringing the total to over 20 trained and 5 who started using this for field operations</p>	<p>Work with technical team to increase the number of centres that have effectively moved from acquiring knowledge to deploy the system on field (or are successfully implementing OpenHDS)</p>	
<p>2. INDEPTHStats Improved data harmonization, documentation and management across the Network</p>	<p>Updated with new data on 01/07/2016 bringing the coverage of datasets reflected in INDEPTHStats to 26 member research centres in Africa and Asia, which include 32 HDSSs from 16 countries</p>	<p>Follow up on data submission for target years, do consistency and plausibility checks; compile relevant indicators for upload on July 1, 2017. Increase efforts to do comparative analysis of data published</p>	
<p>3. INDEPTH Data Repository</p>	<p>Updated with new data on July 1st, 2016 bringing the coverage datasets to 25 member health research centres in Africa and Asia, which include 27 HDSS field sites. Update included an INDEPTH multicentre project dataset: MADIMAH. Data news article published in the summer edition of PAA Affairs on INDEPTH Data Repository and INDEPTHStats</p>	<p>Encourage other member centres to join and support with consistency and plausibility checks on key indicators in preparation for upload on July 1, 2017 Increase efforts to do comparative analysis of data published</p>	

Table 31: Ongoing activities from 2016 for the Capacity Strengthening and Training Section continue

Activities for 2016	Comment on Status at the end of 2016	Proposed Continuation for 2017	Comment on Funding / Implementation
K. Training Workshops Improve analytic capacities and training on new methodologies to increase centre-specific/multi-site publications	'Multi-Centre Analysis of Mortality in Women of Reproductive Age (15-49)' workshop put on hold due to financial constraints	To convene this training workshop pending availability of resources	
	Adolescent fertility analysis workshop in collaboration with the Evidence project held	Continue work on adolescent fertility analysis and developing evidence for advocacy	
	Training workshop on Implementation Research in collaboration with WHO/TDR rescheduled	To organise training pending agreement with WHO/TDR colleagues	

Table 32: Ongoing activities from 2016 for the Capacity Strengthening and Training Section continue

Activities for 2016	Comment on Status at the end of 2016	Proposed Continuation for 2017	Comment on Funding / Implementation
<p>L. In-Country collaboration of Member HDSS & National Statistical Offices (NSOs)/support to CRVS process</p> <p>Improve multi-centre within country collaboration and publications on policy relevant issues</p>	<p>Support to three representatives from Navrongo, Dodowa and Kintampo HDSSs to participate at WHO organised 2-day workshop in Accra on implementing the new cause of death module in DHIS 2.</p> <p>Participation at data training workshop and handing over of ANANCONDA⁴ to Ghana Health Service (GHS)</p>	<p>To encourage more in-country collaboration among the members in countries with 3+ member centres and the NSOs</p>	

⁴ ANANCONDA is a Swiss TPH developed tool for assessing the quality of cause of death data for Civil Registration and Vital Statistics (CRVS) systems under the Bloomberg Data for Health Initiative

Table 33: New activities from 2017 for the Capacity Strengthening and Training Section

Proposed NEW Activities	Justification for inclusion	Comment on Funding / Implementation
Scientific writing workshop for mid-level and/or senior scientists targeting top tier journals	Given the limited funding for senior scholar programme and in order to increase multi-centre publications in high impact journals	Core
Comprehensive inventory of INDEPTH's contribution to capacity strengthening	Recommendation as part of the strategic plan 2017-2021 and in preparation for the 20 th anniversary: document all trainees (ongoing or who completed PhD conducted within the framework of various INDEPTH working groups (WG) and/or Projects) as evidence of the INDEPTH wider contribution (direct/indirect) to capacity strengthening	

1. Policy Engagement and Communications (PEC)

In 2016 the Section started implementing the new PEC Strategy which has now been integrated in the new INDEPTH Strategic Plan 2017-2020. The Section plans to organise an in-country meeting in Burkina Faso that will bring together researchers, policymakers and other stakeholders. This follows a similar forum held in Ethiopia in 2016, and previous ones in Ghana, India and Tanzania. The ED and some senior staff participated in over 10 expert meetings on strengthening CRVS in Africa and other major regional and international forums in 2016. We will maintain this practice because our participation contributes to global science and increases the visibility of the Network.

We successfully migrated to a new website in 2016, with visitor statistics doubling towards the end of the year. We will continue to engage stakeholders more actively on social media and website, also by sending regular newsletters and developing PEC packages like fact sheets, editorials, briefs, systematic reviews and the 2016 Annual Report. In addition to enhancing dialogue and share learning and information; these efforts will also contribute to fundraising as the visibility of INDEPTH increases. We had very good media coverage in 2016, we will invest more effort in media relations to ensure coverage of our activities.

Table 34: Ongoing activities from 2016 for Policy Engagement and Communications Section

Activities for 2016	Comment on Status at the end of 2016	Proposed Continuation for 2017	Comment on Funding / Implementation
<p>Policy Engagement</p> <p>Develop Implementation Plan for the new PEC Strategy</p>	<p>Priorities for the 1st year of PEC strategy implementation were identified starting with stakeholders mapping and more strategic use of the website and social media. Implementation plan aimed at ensuring better coordination of PEC activities for 3-5 years.</p>	<p>PEC strategy has been integrated into the new INDEPTH Strategic Plan 2017-2010. PEC will continue with implementation.</p>	<p>Activities were funded through Core.</p> <p>To help the Secretariat save funds: PEC did not recruit new staff as proposed in the PEC strategy as a cost saving measure. No plans to recruit in 2017. And instead of the 2 planned In-Country meetings, only one was organised.</p> <p>PEC also supported fundraising efforts by: Constantly reviewing funding opportunities and bringing them to the attention of other managers and staff. The Section was also actively involved in developing proposals.</p> <p>PEC also made efforts to grow INDEPTH’s links through establishment of contacts with relevant regional bodies and international Networks.</p>

Table 35: Ongoing activities from 2016 for Policy Engagement and Communications Section continued

Activities for 2016	Comment on Status at the end of 2016	Proposed Continuation for 2017	Comment on Funding / Implementation
Develop benchmarks for PEC activities	PEC activities are included in the 2016 log frame.	To maintain use of log frame to measure progress in achieving PEC strategy and organisational objectives.	PEC assisted in preparing and reviewing various reports going to funders and also in the development of Endowment Fund brochure.
Prepare policy related products and systematic reviews	<p>Prepared 5 briefs from systematic reviews and 4 news briefs.</p> <p>Developed news stories from peer reviewed publications (from Secretariat and Centres) and circulated them through website, social media and newsletters.</p> <p>Editorial articles appeared in top journals – <i>Africa's demographic future: why Africa should take the lead</i> <i>Lancet Global Health</i> by Osman Sankoh – and INDEPTH, one of the organizations that readily makes data available – <i>Lancet Diabetes and Endocrinology</i> –Justice Davies et al.</p> <p>Produced and disseminated 4 quarterly electronic newsletters and 2015 Annual Report.</p>	<p>To continue developing easy to read simple briefs from systematic reviews, other publications and from meetings.</p> <p>Work with Vadu HDSS colleagues to complete the paper and find journal to publish: <i>INDEPTH Matters: for policy process in Low and Middle Income Countries.</i></p> <p>To encourage Centres to share stories and publications and help identify news items which we publish on the various platforms to promote their work.</p> <p>To include more news items from centres in the quarterly newsletter.</p>	

Table 36: Ongoing activities from 2016 for Policy Engagement and Communications Section continued

Activities for 2016	Comment on Status at the end of 2016	Proposed Continuation for 2017	Comment on Funding / Implementation
Prepare policy related products and systematic reviews	<p>Promoted INDEPTH data archives through 6000 pax listserve, website and social media.</p> <p>Produced press statements during major UN calendar events – Malaria Day, Worlds TB Day, World Environment Day and International Women’s Day.</p>	<p>To continue promoting the data archives at every opportunity that provide visibility for INDEPTH.</p> <p>Will maintain the practice of involving WG and Project Leaders to write commentaries for press releases on UN Calendar Days.</p>	Activities were funded through Core.
Complete more Impact Case Studies and upload on website	Five Impact Case Studies uploaded on website. They will also be included in the INDEPTH 20 th anniversary publication under development.	Work on INDEPTH 20 th anniversary publication with media partners – AMMREN- that started in 2016 will continue in 2017. The publication to include examples of impact case studies.	
Compile list of 2015 publications	500 peer reviewed publications for 2015 from centres compiled and included in the 2015 Annual Report and uploaded on INDEPTH website.	To collate publications for 2016 from member centres.	
Encourage more information exchange with member centres. Search and repost information relevant to member centres and other stakeholders on website, social media and newsletters.	3-4 news items from Centres appeared on Friday newsletters every week which were also published on INDEPTH website and social media.	To maintain exchange of information between PEC section and communication focal points at centres through weekly emails, Google Alerts and regular review of member centre websites.	

Table 37: Ongoing activities from 2016 for Policy Engagement and Communications Section continued

Activities for 2016	Comment on Status at the end of 2016	Proposed Continuation for 2017	Comment on Funding / Implementation
Complete work on 2015 Annual Report	The 2015 Annual Report was printed, disseminated hard copies and online.	The 2016 Annual Report is produced.	Activities were funded through Core.
Attend relevant international forums where the participation of INDEPTH will contribute to the global visibility of the Network	<p>INDEPTH ED and other staff attended over 10 international forums.</p> <p>2 abstracts on INDEPTH’s work on Policy Engagement and Communication were accepted at 2 international meetings.</p>	<p>To continue representing INDEPTH at relevant national, regional and international fora to make presentations and exhibit promotional materials and publications on research findings and project impact.</p> <p>Complete a paper on INDEPTH PEC work from the abstract: <i>Translating Research Evidence – The INDEPTH Experience</i></p>	
Conduct in-Country Research to Policy meetings in Ethiopia and Mozambique	In-Country Research to Policy meeting was held in Addis Ababa, Ethiopia on 19 August 2016.	Planning an In-Country Research to Policy Meeting in Burkina Faso.	

Table 38: Ongoing activities from 2016 for Policy Engagement and Communications Section continued

Activities for 2016	Comment on Status at the end of 2016	Proposed Continuation for 2017	Comment on Funding / Implementation
<p>Communications</p> <p>INDEPTH website: Promote the new website through various platforms</p>	<p>Impressive growth on website visitors statistics. The monthly average number of visitors grew by 100% from an average of 10,000 in 2015 to 20,000 between January and September, 2016. The monthly average number of hits grew from average of 200,000 to 260,000 in the period mentioned. This is an indication that the new website has been well received.</p> <p>New website was presented to the INDEPTH Board.</p> <p>Cross-promoted the new website through other platforms (social media, newsletters)</p>	<p>To continue improving content and make regular updates for the website.</p>	<p>Activities were funded through Core.</p>
<p>Review missing information and non-working links.</p>	<p>Migrated content from old website, regularly checking non-working links and content.</p>		

Table 39: Ongoing activities from 2016 for Policy Engagement and Communications Section continued

Activities for 2016	Comment on Status at the end of 2016	Proposed Continuation for 2017	Comment on Funding / Implementation
<p>Fundraising: Seek grants to support various communication activities and pursue funding opportunities</p>	<p>Constantly reviewed funding opportunities and brought to the attention of other managers and staff.</p> <p>Section was actively involved in developing proposals.</p> <p>Made efforts to expand INDEPTH's links through establishment of contacts with relevant regional bodies and international Networks - African Academy of Sciences, TDR's EVIPNet, Cochrane and TDR's Hifa.</p>	<p>Search for grant opportunities for the Network and pursue specific funding opportunities for the PEC specific activities.</p> <p>To continue support for proposal development efforts.</p> <p>Pursue potential areas for collaboration with the various Networks.</p> <p>Use all communication platforms and materials (Website, newsletters, Twitter, Facebook, and Publications) strategically to ensure current funders get all the important information and also to attract more funders to the Network.</p>	<p>Activities were funded through Core.</p>
<p>Newsletters:</p>	<p>Friday, Board and Quarterly newsletters produced and circulated as required. More user friendly template (mail chimp) for Board and Friday newsletters.</p>	<p>Production and dissemination of Friday, Board and Quarterly newsletters.</p>	

Table 40: Ongoing activities from 2016 for Policy Engagement and Communications Section continued

Activities for 2016	Comment on Status at the end of 2016	Proposed Continuation for 2017	Comment on Funding / Implementation
<p>INDEPTH brand: Encourage and monitor use of INDEPTH logo by centres.</p> <p>Develop branding material for INDEPTH</p>	<p>The importance of using the INDEPTH logo for member centres was stressed in various workshops held during the year.</p> <p>Did not print or acquire any branding items.</p>	<p>To work with INDEPTH media partners AMMREN to review all centre websites and branding; and to offer appropriate advise to Centre Leaders & Communication staff.</p> <p>Plan to produce branding items. See under 2017 activities separate sheet.</p>	<p>Activities were funded through Core.</p>
<p>Resource Centre: Compile list of all contact details of people attending workshops in Accra and visitors to the Secretariat.</p> <p>Encourage staff to bring Back To Office Reports (BTORs) and share contact details of people they meet on missions.</p>	<p>Profiles of participants to INDEPTH organised workshops were compiled and uploaded on website.</p> <p>BTORs: This was not very successful, but corrective measures have already been taken to ensure the reports are made available.</p>	<p>To review BTOR template so it captures more information. PEC to get copies of BTORs for developing stories for website and other platforms.</p> <p>To continue compilation of workshop participants, also adding them to INDEPTH stakeholders database.</p>	

Table 41: Ongoing activities from 2016 for Policy Engagement and Communications Section continued

Activities for 2016	Comment on Status at the end of 2016	Proposed Continuation for 2017	Comment on Funding / Implementation
<p>Social Media:</p> <p>Increase social media activity, particularly on Twitter where most of our international stakeholders are.</p>	<p>PEC staff and ED were very active on Twitter. Updates on Facebook page were done regularly. The number of new Twitter Followers during the last 9 months is nearly 53% of total number of Followers between 2011 and December 2015, with Followers like VacciNewsNet, Wellcome Trust and Hewlett Foundation who have thousands of Followers and through former we indirectly get access to the latter. Facebook visitor statistics were equally growing.</p>	<p>To do more stakeholder engagement through social media by sending direct tweets and commenting on their content. To also increasingly use social media to promote work of INDEPTH Centres and share research findings and information.</p>	<p>Activities were funded through Core.</p>
<p>Media Relations:</p> <p>Link INDEPTH's research to media by establishing contact with journalists and publishing stories.</p> <p>Invite journalists to cover 3-4 events.</p>	<p>Effectively used media database for contacting journalists.</p> <p>Invited journalists to cover 3 workshops in Accra and a major meeting in Addis Ababa, Ethiopia. They included radio, television, print journalists and bloggers.</p>	<p>To continue to grow the media database by including journalists networks and prominent health blogs.</p> <p>Will use the same team of journalists as much as possible who already have background on INDEPTH to cover events.</p>	

Table 42: Ongoing activities from 2016 for Policy Engagement and Communications Section continued

Activities for 2016	Comment on Status at the end of 2016	Proposed Continuation for 2017	Comment on Funding / Implementation
<p>Media Relations: Visit major media houses and meet with editors.</p> <p>Explore sponsorship for Journalism Excellence Awards.</p>	<p>INDEPTH got good media coverage during the year. Six newspaper articles were published in addition to online, television and radio coverage.</p> <p>The media visits for Ghana media houses were done in 2015. This year PEC continued to interact with journalists through emails and other channels.</p>	<p>To ensure coverage by sharing press releases and media invitations to event. Other media coverage plans – See plans for 2017, separate sheet.</p> <p>Media House visits to be conducted when appropriate.</p> <p>To review possibility of sponsoring media awards and other sponsorship opportunities. See separate sheet for 2017.</p>	<p>Activities were funded through Core.</p>
<p>Capacity building:</p> <p>Plan to conduct communication training for centre leaders or communication focal points.</p>	<p>This was not done in the year 2016 as a cost saving measure.</p> <p>This was not done but PEC issues were discussed in all workshops that involved centre leaders, project and WG leaders.</p>	<p>To constantly review funding opportunities that can accommodate training on communication.</p>	

Table 43: New activities from 2017 for Policy Engagement and Communications Section

Proposed NEW Activities	Justification for inclusion	Comment on Funding / Implementation
INDEPTH 20 th Anniversary publication	This is part of preparations for the 20th anniversary of the Network. Though it started in the year 2016, it was considered as part of the Impact Case Studies being developed at the time. But this is a big and important activity which requires more commitment in 2017.	To be funded through Core or as part of future projects where appropriate.
Produce newspaper articles in Ghana and in countries with 3 or more HDSSs	This aims at increasing INDEPTH visibility both in Ghana and in countries where member centres operate.	
Produce branding and communication materials	Branding materials (pens, pen drives, clothing materials, folders) have run out of stock. Also need to produce new brochures and/or fliers on INDEPTH and INDEPTH branding manual.	
Sponsor an award category in Journalists Excellence Awards	This is aimed at giving INDEPTH maximum visibility in Ghana as it is a big event covered by all media outlets.	
Short Communication training sessions for Centre Leaders, Project Leaders and WG Leaders during workshops and other meetings organised by INDEPTH.	This will be done in collaboration with media partners AMMREN for Centre Leaders, Project Leaders and WG Leader on various aspects of communication and media relations. This arrangement will also help save the costs of organising separate workshops on communication.	

2. General Projects and IT Administration

This section is responsible to the Executive Director and works with INDEPTH Project Managers, and staff at all levels. There is also considerable liaison with external consultants and other stakeholders of INDEPTH as determined by the Executive Director. The section organises and coordinates the AGM and ISC events of the Network. In addition, the section provides IT support to the Secretariat staff. This includes web functions and data security, LAN and internet services and maintenance of the Secretariat Document Repository.

Table 44: Ongoing activities from 2016 for General Projects and IT Administration Section

Activities for 2016	Comment on Status at the end of 2016	Proposed Continuation for 2017	Comment on Funding / Implementation
IDMP. (iShare2)	41 Sites trained in 5 workshops	Project ends with a workshop in May 2017.	Hope to continue to be funded in 2017
IDMP. (OpenHDS)	Four sites currently running the system. Hope to increase to 6 by end of 2016	As a Network activity, hope to continue till all sites are enrolled.	Will be funded from Core and external funds
MiDATA	Inception meetings for pilot in Kersa and Filabavi	Project will continue for the second year if funded	Hope to be funded
CHESS	Pilot would have started in Kersa and Nanoro	Project will continue till May 2017	Will seek funding for expansion
Resource Kit	Near completion	Will be fully deployed in 2017	Core
AGM/ISC 2017	Venue secured for meeting	To be determined	Core
ISC 2018. (INDEPTH @ 20)	Preparations at various stages for event in 2018	Plans will be speeded up and venue determined.	Core plus external funding.

Table 45: New activities from 2017 for General Projects and IT Administration Section

Proposed NEW Activities	Justification for inclusion	Comment on Funding / Implementation
Network Pharmacovigilance Platform	Proposal submitted to EDCTP	Hope to be funded by EDTCP

3. Grants Management and Consultancies

The Grants Administration section was created in 2008 to oversee the efficient and effective administration of funds to and from INDEPTH Network Secretariat. The Section is managed by Felicia Manu Asamoah. In 2017, the section aims to ensure proper documentation of all awards received and sub grants awarded to member centres to ensure strict compliance to funder requirements.

Table 46: Ongoing activities from 2016 for the Grant Management and Consultancies Section

Activities for 2016	Comment on Status at the end of 2016	Proposed Continuation for 2017	Comment on Funding / Implementation
Relating to Funders			
a. Develop spreadsheets and document new awards, prepare a summary of both technical and financial requirements of funder agreements, such as what is needed in the report, whether budget lines are fixed and must be respected, and conditions for no cost extensions.		A very critical activity and will continue the status quo	
b. Ensure that reports are submitted in accordance with funder schedule and strict compliance to reporting requirements		Mandatory and will ensure strict compliance	
c. Liaised with responsible staff in-house to respond to questionnaires and surveys as and when required.	Submission of annual technical and financial reports to Sida delayed	Will maintain the status quo	
d. Update registration of online portals regarding EU, EDCTP, GEM, US Government and other funder registration processes	All necessary renewals and updates had been done to remain active in the various online systems	Will keep updating as and when necessary to remain action on the various portals	

Table 47: Ongoing activities from 2016 for Grant Management and Consultancies

Activities for 2016	Comment on Status at the end of 2016	Proposed Continuation for 2017	Comment on Funding / Implementation
<p>Reporting to Funders</p> <p>In 2016 Final reports to Hewlett, Sida and EU will be due and we intend to circulate to team in-house the reporting requirements of respective funders to ensure strict compliance.</p>	<p>Consultancy services have been merged to Grants Administration</p>	<p>Will continue with the status quo</p>	
<p>Sub-grants to Centres</p> <p>In 2016, Sub grants, MOUs and Purchase Orders continued to be prepared almost immediately as and when approved by the ED</p>	<p>No major defaulters on reports</p>	<p>MOUs, Pos and sub grant contracts will be prepared immediately as and when approved.</p>	<p>INDPEDTH Core and project funds</p>

4. Finance

Table 48: Ongoing activities from 2016 for the Finance Section:

Activities for 2016	Comments on Status at the end of 2016	Proposed Continuation for 2017	Comment on Funding/Implementation
Audit for 2015 Financial Statement	Successful completion of audit with an unqualified audit opinion	Mandatory annual exercise and should be done	INDEPTH Core support and Projects
Filing of form 990 with USA IRS	Form 990 and all supporting documents were filled in on due date with our public support test increasing to 44%	Mandatory annual requirement to enable INDEPTH continue to receive funding from private Institutions in the USA	INDEPTH Core Support and overheads
Training	The planned training on NIH Financial reporting for Centres involved in the Awi-Gen Project is yet to come on. The team at Wits Consortium is initiating the process for the workshop	This activity has been delayed because Wits Consortium is yet to initiate it.	NIH/-Wits Consortium/INDEPTH Core
Form C	Form C's were successfully completed and filed online with EU for the INTREC and OPTIMINISE Projects	Mandatory for financial reporting for EU projects	No cost
Accounting Systems	The accounting system is working perfectly. We do daily backups. The software support service with KPMG has been transferred. No refresher training done for 2016.	Continuous maintenance to enable INDEPTH generate adequate reports for donors	INDEPTH Core/Overheads

Table 49: Ongoing activities from 2016 for the Finance Section continued

Activities for 2016	Comments on Status at the end of 2016	Proposed Continuation for 2017	Comment on Funding/Implementation
Financial Management and Financial Reporting	<ul style="list-style-type: none"> • Internal controls • Monthly donor financial reports prepared. • Quarterly consolidated financial reports prepared for ED 	Normal routine duties	No cost

Table 50: New activities for the Finance Section in 2017

Proposed New Activities	Justification for inclusion	Comment on funding/Implementation
Fund-raising to support training of Finance Managers	Proposal development to help training of Centres Financial Managers	Core support
Proposed site visits to sub grantees (iHOPE Project)		Project support

5. Administration

Table 51: Ongoing activities from 2016 for the Administration Section

TITLE	PLANNED ACTIVITIES IN 2016	STATUS AT THE END OF 2016	PROPOSED ACTIVITIES IN 2017	ESTIMATED OUTCOME
Renewal of staff Health Insurance Policies	Staff Health Insurance Policy is valid for one year. The current policy will expire in the first quarter of the year, hence the need to start the process early in the year.	Accomplished	Staff Health Insurance policy is an annual event and so work will start in the first quarter of the year.	To ensure staff health issues are sorted out
Renewal of staff contracts	The section plays a facilitation role in the renewal of staff contracts and we will play this role at the appropriate time.	Accomplished	This activity will continue in the coming year.	It serves as a confirmation of staff continuous employment or not.
Staff Immigration issues	<p>Staff immigration is an important function of the section especially when non Ghanaians are employed;</p> <p>To ensure all residential and work permits of deserving staffs are up to date</p> <p>To also ensure that the status of individual Immigrant quotas are up to date.</p>	<p>Accomplished</p> <p>Accomplished</p>	Staff immigration issues are one of our regular activities and therefore will continue in 2017.	This is necessary to ensure non Ghanaian staffs are legally employment

Table 52: Ongoing activities from 2016 for the Administration Section continued

TITLE	PLANNED ACTIVITIES IN 2016	STATUS AT THE END OF 2016	PROPOSED ACTIVITIES IN 2017	ESTIMATED OUTCOME
Organisation's Legal Documents	The section is responsible for the acquisition and maintenance of all legal documents of the institution, including, the submission of annual returns and the renewal of certificate of recognition. The other certificate is renewed upon Government directives.	Accomplished	These legal documents must be up to date since they are the only proof of our existences as a registered international non -profit organisation.	These documents are necessary to the continuous existence of the organisation.
Environmental work	<p>As a section responsible for the implementation of the organisation's environmental policy, initiatives will be developed to ensure the policy is implemented.</p> <p>Adopted a strategy to reduce electricity consumption</p> <p>To engage a Maintenance Assistant to ensure office surroundings are constantly kept clean.</p>	<p>Accomplished</p> <p>Being implemented</p> <p>Accomplished</p>	<p>Work in progress and therefore will continue in 2017.</p> <p>The strategy to reduce electricity consumption will continue in this period.</p> <p>This will continue as long as we are committed to conducting our business in an environmentally friendly manner.</p>	<p>Regular reviews are necessary to ensure the policy is valid.</p> <p>This is necessary to meet the target of a reduction of 10% electricity consumption.</p> <p>To support the policy.</p>

Table 53: Ongoing activities from 2016 for the Administration Section continued

TITLE	PLANNED ACTIVITIES IN 2016	STATUS AT THE END OF 2016	PROPOSED ACTIVITIES IN 2017	ESTIMATED OUTCOME
Maintenance of Office 38/40	<p>Will initiate discussions with the ED to seek his approval to change the doors and frames of office 38.</p> <p>Will arrange to paint the two office buildings at the end of the year.</p> <p>Daily office maintenance will continue</p> <p>The provision of electricity and water</p> <p>The maintenance of office furniture and fittings will continue</p> <p>To search and identify a parcel of land for the construction of office complex</p>	<p>Not accomplished</p> <p>Accomplished</p> <p>Accomplished</p>	<p>The issue was not raised with the ED as planned due to financial constraints. However the idea will remind a plan for 2017.</p> <p>Offices painting will be done in the year under review.</p> <p>Will initiate discussions to change the facial roof of office 40.</p> <p>Daily office maintenance will continue.</p> <p>The provision of electricity and water</p> <p>The maintenance of office furniture and fittings will continue</p>	<p>To keep the working environment clean and safe.</p>
Vehicles	Maintenance of vehicles	Accomplished	To replace the Touareg (GS882z) which have on the road for more than 7 years.	This necessary to reduce the cost of maintenance that is characterised by old vehicles.

Table 54: Ongoing activities from 2016 for the Administration Section continued

TITLE	PLANNED ACTIVITIES IN 2016	STATUS AT THE END OF 2016	PROPOSED ACTIVITIES IN 2017	ESTIMATED OUTCOME
Staff retreat	Staff retreat is an annual activity that is arranged by the section	Accomplished	A staff retreat will be organised.	Staff retreat is necessary as it affords staff the opportunity to do a retrospective of activities and strategies for the coming year as a team.