

Central Asian AIDS Control Project

**Concept on establishment, development and
support of Central Asian Harm Reduction
Training & Information Center**

(draft for discussion)

May 2008

Background

Initial Harm Reduction (HR) Programs in Central Asian region started getting implemented in the late 90th of the last century and presently they form important elements of national strategies on HIV prevention among injection drug users (IDU).

In Uzbekistan such programs are mainly implemented by government trust points; in Kyrgyzstan and Tajikistan by non-government organizations; in Kazakhstan a successful combination of HR services by government trust points and non-government organizations was found. Here, each country has achievements which could be the examples of best practices and a base for experience exchange.

However, availability of successful national practices does not solve many problems of regional nature which could be solved only via regional interaction, expansion of communicative area and creation of possibilities for continuous improvement of human resources (profession-based) capacity of HR Programs including via training and experience and information exchange.

Particularly, the following problems requiring solution are attributed by experts¹:

- a. Lack of understanding of harm reduction philosophy and practice, lack of general recommendations on HR;
- b. Lack of unified information field and narrowness of communicative area;
- c. Non-consistency of best practices and education materials;
- d. Lack of unified database of trainers and education materials;
- e. Insufficiency of coordination, educational activeness of national and international organizations acting in this field;
- f. Shortage of assessment on HR workers needs in training programs research areas;
- g. Shortage of assessment on needs and satisfaction of target groups with services provided;
- h. Lack of professional and educational standards on HR;
- i. Deficiency of human resources and insufficiency of HR services provider organizations capacity;
- j. Lack of surveys on methodology of HR educational process;
- k. Lack of accumulation and dissemination of surveys outcomes;

The listed problems mostly determine a necessity to establish **Central Asian Harm Reduction Training & Information Center (abbr: CAHRC, hereinafter “Center”)** as basis for regional interaction and capacity improvement of Harm Reduction participants in Central Asia.

Mission of the Center

Mission of the Center will be capacity and cooperation strengthening of the interested government, non-government, international organizations and individuals in the field of harm reduction via training and information support at the regional and national levels.

Status

Center will have a status of regional association of legal entities with own legal address, stamp and bank (settlement) account.

Founders of the Center will be - “Partnership Network” Harm Reduction Association (Kyrgyzstan), Center for Health Systems Development (Kyrgyzstan) and Tajik Harm Reduction Association (Tajikistan).

Key activity trends

Key objectives and activity trends of the Center will be the following:

1. Organization and conduction of training courses.
2. Delivery of expert, consultative and technical support.

¹ Presented list of problems was made public at the session of experts on stewardship of establishment, development and support of CAHRC held on April 21-23 in Bishkek with support of CAAP and CARHAP.

3. Collection, adaptation and distribution of methodical guidelines and manuals.
4. Information recourses management and network management.
5. Research and analytical activity.

Clients of the Center could be non-government and government, international organizations, individuals and legal entities interested in HR Programs as well as HR trainers and experts.

Management

In accordance to the Kyrgyz Republic legislation the supreme administration body of the Center will be Assembly of members, responsibility of which will cover only the issues included into a sole competence of Assembly (making amendments into the Charter, reception of members, Board members election etc).

Political administration body will be the Board of the Center (Steering Committee) the competence of which will include the issues on stewardship, development of policy and key activity trends of the Center, appointment, control and evaluation of Center executive body activity.

Board members will be elected at the Center Assembly on principles of parity representatives of four Central Asian countries of government, non-government and international organizations and projects supporting the goals and principles of the Center activities. Number of Board members should be 12 persons (3 representatives from each country constituted by one representative of government organization, one representative of non-government organization, one representative of IDUs communities and PLWHA).

At the executive level the administering of the Center will be realized by Executive Director who will be responsible for ensuring overall performance of a current activity of the Center in accordance to the plan and activity trends approved by the Center Board for a definite period of time.

Executive Director will be appointed by the Center Board on the contractual base for 2 years.

In order to provide political and practical consultative assistance in realization of the activity it is proposed to establish Trustee Council and Technical Advisory Committee.

Trustee Council will be a consultative body the function of which will include the issues on political support of the Center. Trustee Council members can be represented by outstanding individuals, representatives of government, non-government and international organizations supporting the mission and activity of the Center. The staff and number of Trustee Council members will be approved by Center Assembly and can consist of around 8-12 persons.

Technical Advisory Committee will be an advisory body providing practical assistance in realization of the Center activity. It is proposed to realize Technical Advisory Committee assistance as expertise of training programs, projects, initiatives and plans of the Center, assistance to establish and support regional links between organizations working in the filed of HR. Technical Advisory Committee staff can consist of international, regional and national experts with high qualification in HR issues. The staff and number of Technical Advisory Committee will be approved by Center Assembly (no more than 16 persons).

Services

It is proposed that the Center will provide the following services:

- Training (trainings, workshops etc);
- Organization and provision of discussion area;
- Provision of technical assistance (consultations, facilitation, expertise, monitoring, evaluation etc);
- Dissemination of information, publication on HR and interfacing problems;
- Conduction of surveys and analysis on HR;

- Organization of site visits on experience exchange, study-tours on the bases of the best regional HR Programs;
- Development of HR training methodology (guideline, manual);
- Assistance in conducting advocacy measures on HR taking into consideration national specifics and regional peculiarities;
- Creation and use of the database on trainers and organizations implementing HR Programs.

Activity principles

For the achievement of its aims and objectives the Center will follow the following activity principles:

- Openness (readiness for dialogue, information exchange, lack of barriers to participation etc);
- Transparency (of activity, budget, rules, procedures, program and information base);
- Democracy (collective nature in decision-making, pluralism of opinions, equal rights of the country representative in management of the Center);
- Accessibility of information and training process (taking into consideration country, language, mental, age, gender, national, religious peculiarities);
- Equal partnership and interaction;
- Scientific content and evidence base of the training process and methodology;
- Rational and effective use of the existing recourses;
- Orientation to the target group needs, flexibility in development and implementation of information and training process;
- Use and promotion of the best practices, diversity of activity forms;
- Continuity and succession of the training activity;
- Legality of the activity;
- Significant involvement of communities (IDUs, PLWHA, SW) into activity of the Center;
- Close interaction with national and international partners.

Interaction with partners

Partners are defined as organizations providing assistance in realization of initiatives of the Center. Interactions with them will be formed on the base of Memorandum of Understanding which in their turn can be made for both, a separate initiative (project) of the Center and for a definite period of time with a list of types of joint activity.

It is proposed to regulate interactions between the Center and users of services by means of agreement relations in accordance to the legislation of the Kyrgyz Republic.

It is planned to realize the activity of the Center in close collaboration with Eurasian Harm Reduction Network (EHRN) and national associations on harm reduction in Central Asian region.

Structure

The structure of the Center depending on the current aims of objectives will be defined and approved by Center Board in accordance to principles of effective rational use of gthe existing recourses.

Human recourses policy

Staff list of the Center will be approved by Center Board.

Hire of staff employees and trainers will be a prerogative of Executive Director of the Center and realized on the contest base, in the form of temporary contracts. Hire and dismissal will be realized in accordance to the legislation of the Kyrgyz Republic.

Experts recommend the positions of: a) Executive Director; b) Program Assistant; c) Financial Assistant; d) Network Management Specialist.

It is proposed to pay trainers for their services at the initial stage of formation of the Center from the funds of Central Asian AIDS control Project (CAAP) and then from the Center's own and debited funds.

Trainers/Teachers

In order to ensure training process it is proposed to involve trainers on the contractual base from international, regional and national specialists who have the experience of realization of training programs on HR. Preference will be a use of practicing specialists experience who are aware of specifics of HR programs implementation in the region.

Financing

At the initial stage it is planned to realize financing from CAAP funds, and possibly, from other donor funds as direct investments into development of the Center, within CAAP implementation period and other partners (as per agreement).

It is proposed to realize additional financing from grant funds, on requests for definite projects with presentation of required forms of financial reporting as well as from Center's own funds received as a result of chargeable services delivery.