

Memorandum of Understanding

Among

**The National Center for Disease Control & Public Health (NCDC&PH) of the
Ministry of Labor, Health And Social Affairs of Georgia,**

The Healthcare and Social Services Department under Tbilisi Municipality,

The National Screening Centre

and

UNFPA Georgia Country Office

Memorandum of Understanding (hereinafter referred to as the 'Memorandum' made among the United Nations Population Fund (hereinafter referred to as 'UNFPA') with the National Center for Disease Control and Public Health, (hereinafter referred to as 'NCDC&PH'), the Healthcare and Social Services Department under Tbilisi Municipality (hereinafter referred to as 'Tbilisi Municipality') and the National Screening Center (hereinafter referred to as 'NSC'), all hereinafter referred to as 'Parties'.

WHEREAS the mandate of UNFPA as an UN agency is to support increased availability and access to quality Reproductive Health services, including through advocacy, policy advice and knowledge management for strengthening systems for provision of services.

WHEREAS UNFPA Supports to NCDC&PH, Tbilisi Municipality and NSC in strategic and technical advices in National Cancer Screening Programme implementation, including organized cervical cancer screening pilots in Gurjaani and Tbilisi.

WHEREAS the parties are ready and willing to accept such support and are willing to carry on respective responsibilities for the Cervical Cancer screening project implementation objectives on the said terms and conditions

NOW, therefore, the parties hereto agree as follows:

1. Responsibilities of NCDC&PH:

- To coordinate implementation of the State programme on *"early detection of disease and cervical cancer screening component of the screening program and cervical cancer organized screening component in Gurjaani municipality"* pilot project in Kakheti.
- To facilitate and lead regular meetings of the Stakeholder Coordination Group (including NCDC&PH, Tbilisi Municipality, UNFPA and NSC) working on cervical cancer pilot screening project.
- To spearhead national rollout of organized cervical cancer screening successful pilot model, and prepare strategies for its effective integration into the existing healthcare system.
- To monitor and analyze epidemiological data related to pilot screening programme.
- To facilitate training of health professionals involved in the implementation of the cervical cancer screening pilot program.

2. Responsibilities of the Health Care and Social Services Department under the Tbilisi Municipality

- With the support of partners facilitate elaboration of the Concept and the Action Plan for implementation of the Cervical Cancer Screening organized pilot in Tbilisi (including standards and SOPs) and its city-wide rollout;
- Support implementation of organized cervical cancer screening pilot in Tbilisi.
- Facilitate updating the monitoring, epidemiological and performance assessment indicators for the Municipal cervical cancer screening programme.
- With the support of partners monitor and analyze epidemiological data related to screening programme.
- To provide technical support in process of the pilot implementation (ex: ensuring beneficiary bases).

3. Responsibilities of NSC

- To manage implementation of organized cervical cancer screening pilot program in Tbilisi according to the agreed Concept and Action Plan.
- To contribute to training of human resources involved in the screening programme.
- To conduct inspection of service provider facilities to ensure that they meet the standards, terms and conditions under the screening service contract requirements.
- To collect and together with NCDC&PH analyze epidemiological & project performance data related to screening pilot project.
- To support introduction and implementation of Continuous Quality Improvement (CQI) system at the national level, in close collaboration with Stakeholder Coordination Group.

4. Responsibilities of UNFPA

- To support finalization of the Concept including recommendations and actions for implementation of the cervical cancer organized screening pilot in Gurjaani region and in Tbilisi in close collaboration with the NCDC&PH, Healthcare and Social Services Department of Tbilisi Municipality and the National Screening Centre.
- To advocate and provide policy advice to NCDC&PH on necessary policy & regulatory changes for full scale implementation of cervical cancer screening pilot project in Kakheti.
- To provide technical support in monitoring the implementation of cervical cancer screening pilot project in Kakheti and Tbilisi.
- To provide technical support in designing and introducing the Continuous Quality Improvement (CQI) system for NCDC and Tbilisi Municipality screening programmes with NSC as an Implementing Partner.
- Provide knowledge resources to increase quality of Cervical cancer screening programme.
- To provide technical advice to NCDC&PH in the implementation of Cancer control strategy components related to the cancer screening and prevention,
- To provide technical advice to NCDC&PH, City Municipality in development of recommendations for national and city-wide rollout of successful pilot models including and strategies for its effective integration into the existing healthcare system.

5. Duration

- 5.1. This Memorandum will come into effect on the date of Last signature and shall be valid till 31 December 2015.

6. Records, Information and Reports

- 6.1. The **Parties** shall maintain clear, accurate and complete records in respect of the all the activities implemented under this Memorandum.
- 6.2. The **Parties** shall furnish, compile and make available at all times to each other any records or information, oral or written, regarding cervical cancer programme implementation, within the framework of Stakeholder Coordination Group.

All further correspondence regarding the implementation of this Memorandum should be addressed to:

For UNFPA:

Ms. Lela Bakradze, UNFPA Assistant Representative in Georgia
UN house, 9, R. Eristavi Street, Tbilisi, 0179, Georgia
Tel/Fax: + (995 32) 225 11 26
E-mail: bakradze@unfpa.org

For the NCDC&PH:

Mr. Amiran Gamkrelidze, General Director
Address: 9, M. Asatiani Street, Tbilisi, 0177, Georgia
Tel: + (995 32) 231 17 54
Fax: + (995 32) 243 30 59
E-mail: pr.ncdc@ncdc.ge

For the Tbilisi Municipality:

Mr. Gela Chiviashvili, Head of Social Services and Culture Affairs Department under Tbilisi Municipality
Address: 7 Zhiuli Shartava Street, Tbilisi
Tel: 0322 72 22 22
E-mail: g.chiviashvili@tbilisi.gov.ge

For the NSC:

Mr. Rema Gvamichava, Director
Address: 69 Tsereteli str. Tbilisi 0191, Georgia
Tel/Fax: +(995 32) 2 20 35 35
Email: info@gnsc.ge

7. General Provisions

- 7.1. This Memorandum shall form the entire Memorandum between the NCDC&PH, Tbilisi Municipality, NSC and UNFPA, superseding the contents of any other

negotiations, whether oral or in writing, pertaining to the subject of this Memorandum.

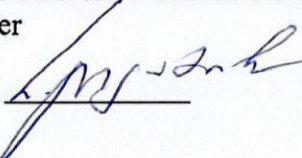
- 7.2. The **Parties** shall carry out all activities described above with due diligence and efficiency. Subject to the express terms of this Memorandum, it is understood that the **Parties** shall not interfere to each other in administration and implementation of the activities referred to in this memorandum. However, both the quality of work and the progress being made toward successfully implementing such activities shall be subject to review by **Parties**.
- 7.3. The NCDC&PH, NSC and Tbilisi Municipality acknowledge that UNFPA and its representatives have made no actual or implied promise of funding, except for the amounts to support activities under UNFPA responsibility, as specified by this Memorandum.
- 7.4. No modification of or change in this Memorandum, waiver of any of its provisions or additional contractual provisions shall be valid or enforceable unless previously approved in writing by the parties to this Memorandum or their duly authorized representatives in the form of an amendment to this Memorandum duly signed by the parties hereto.
- 7.5. Nothing in or relating to this Memorandum shall be deemed a waiver of any privileges and immunities of the United Nations, or UNFPA.

IN WITNESS WHEREOF, the undersigned, duly appointed representatives of UNFPA and of the NCDC&PH, NSC and Tbilisi Municipality, respectively, have on behalf of UNFPA, NCDC&PH, NSC and Tbilisi Municipality signed the present Memorandum of Understanding on the dates indicated below their respective signatures.

On behalf of NSC:

Name: Mr. Rema Gvamichava

Title: Director, National Screening Center

Date 

On behalf of NCDC&PH:

Name: Mr. Amiran Gamkrelidze

Title: General Director, National Center for Disease Control & Public Health

Date _____

On behalf of Tbilisi Municipality:

Name: Mr. Gela Chiviashvili

Title: Head of Health and Social Services Department under Tbilisi Municipality

Date _____

On behalf of UNFPA:

Name: Dr. Zahidul A. Huque

Title: UNFPA Representative for Turkey Country Director for Armenia, Azerbaijan and Georgia

Date _____ 20 FEB 2015