

Project Title/Name: Universal LLIN Distribution Campaign in Greater Accra,
Northern and Upper West Regions, Ghana

Contract Number

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Distribution Report

Venue of Activity: Northern Region	Total Number of Districts in Region: Twenty (20) districts for AMF work
Implementation period: April to May, 2016	Report Date: September 22 nd , 2016
Activities Organized by: Various activities during organized or initiated by Against Malaria Foundation, National Malaria Control Programme (NMCP), with monitoring by Episcopal Relief & Development/ADDRO	

Introduction / Background

The Ghanaian National Malaria Control Programme is implementing a mass Long Lasting Insecticidal Nets (LLIN) campaign in Ghana. Against Malaria Foundation (AMF) is supporting the NMCP in their 2016 mass LLIN distribution campaign to distribute 2,686,808 LLINs in the Northern, Upper West and Greater Accra regions. Approximately 1,092,616 of these LLINs were planned for distribution in the Northern Region.

AMF has contracted with Episcopal Relief & Development and its local implementing partner, Anglican Diocesan Development and Relief Organization (ADDRO), to carry out monitoring of campaign activities and Post-Distribution Check-Ups (PDCU) of all the LLINs for a period of two and a half years.

This report highlights all activities undertaken in the distribution phase of the campaign in the Northern Region of Ghana.

Overview of Key Activities

Episcopal Relief & Development/ADDRO supported the National Malaria Control Programme to implement key activities of the distribution phase of the mass LLIN campaign

in the Northern Region. These activities were led by the NMCP with light monitoring by Episcopal Relief & Development/ADDRO. Light monitoring is defined as two to three teams consisting of two to three people each from ADDRO/Episcopal Relief & Development monitoring a limited number of activities in randomly selected sub-districts/districts in the region.

Activities undertaken under the distribution phase in the Northern Region included:

- Orientation of monitors
- LLIN point distribution exercise – light monitoring in 3 Districts (Zabzubu, Savelugu-Nanton, and Bunkpurugu Yunyoo)
- Post-mortem meeting

The table below provides a comprehensive list of all activities in which Episcopal Relief & Development participated in during the LLIN distribution phase in the Northern Region.

Northern Region LLIN Distribution Report – Activity Table

	Date(s)	Location	Description of Activity	Stakeholders involved	Outcomes/Findings/Challenges + Action Items and Next Steps
1. Orientation for National and Regional Supervisors for the point distribution exercise					
1.1	April 11 th , 2016	Northern Regional Health Directorate, Tamale	<p>Facilitators took monitoring teams consisting of National and Regional Supervisors through key information and guidelines on the campaign. The purpose of the orientation was to equip the teams to monitor/supervise the point distribution exercise and put in the needed measures to ensure a successful exercise. Key information and guidelines for monitors covered in the training include:</p> <ul style="list-style-type: none"> • Conduct entrance meeting with district health directorate • Verify number of distribution points • Visit at least 50% of distribution points • Have a meeting with the sub-district teams • Ensure that all distribution points are manned by at least two people; either two health workers or a health worker and a volunteer • Each net package should be torn open before giving out to beneficiaries • Cross out coupon counterfoil and the coupon given back to 	NMCP, GHS, ADDRO, USAID Deliver, Vector Works	<p>Top-Line Observations & Outcomes:</p> <ul style="list-style-type: none"> • All 26 teams for the 26 districts were present at the orientation • Monitoring teams reviewed the checklist/data collection tools used at the various levels of the point distribution campaign • Understanding on the use of data collection tools was improved among participants • Experiences of previous distributions and especially the distribution exercise in the Upper East Region (held earlier this year) were shared to improve the campaign. • Data collection tools as well as other logistics for the campaign, for example, information, education and communication (IEC) materials were made available to monitors for their use, and for distribution points that may not have enough. • Vehicles were available to convey monitors to the field for the exercise • The training was participatory and ideal for adults to grasp what was taught. • The training content/topics were good and the facilitators were eloquent. • The training venue as well as materials were very good and appropriate for the topics covered. <p>Challenges Encountered & Action Items Taken:</p> <ul style="list-style-type: none"> • The only challenge was the late start of the training. The training which was scheduled to start at 8 am started at 10 am due to the late arrival of some monitors. • Monitors were advised to be punctual and warned that monitors who arrive late for subsequent training or other meetings will be not be engaged in the LLIN distribution exercise in the other regions.

			<p>beneficiaries before giving out LLINs</p> <p>Participants were also taken through the data collection tools to be used which included supervisory checklists for store supervisors (including supervisors from district/sub-district/Pre-positioning sites (PPS), as well as store supervisors) and distribution point supervision.</p> <p><i>Copies of the supervisory checklist tools are attached to the report</i></p>		
2. LLIN Point Distribution Exercise – Light Monitoring in 3 Districts (Zagzubu, Savelegu-Nanton, and Bunkpurugu Yunyoo)					
2.1	April 11 th to 15 th , 2016	Zabzugu District (10 sites)	<p>This entailed the distribution of LLINs to registered beneficiaries at designated distribution points. Registered beneficiaries redeemed their LLINs with coupons they received during the household registration exercise.</p> <p>Distribution points were manned by at least two people (either two health workers or a health work and a volunteer).</p> <p>Household members queued at the distribution points. Upon arrival to the front of the line, the distribution point (DP) attendants received a household member's coupon, and crosschecked with the coupon counterfoil using</p>	NMCP, GHS, Episcopal Relief & Development, AMF, USAID Deliver	<p><u>Zabzugu District</u></p> <ul style="list-style-type: none"> • 10 distribution points were visited by the monitoring team to monitor the distribution of LLINs • Distribution points were properly set-up with enough nets available for each point • Health staff and volunteers properly checked the coupons presented by households before they were issued with their nets • Six Stores/pre-positioning sites were visited to ascertain their capacity, security and suitability for the storage of the LLINs. Five out of the six PPS met the criteria. With regards to the one that did not meet the criteria, the nets were kept in a room with lock for security. The GHS staff had to procure a lock to ensure the security of these LLINs • Each pre-positioning site had a properly filled inventory control card and a distribution list • At the distribution centers, beneficiaries were educated intermittently on the use of and care for the LLINs • The district and sub-district supervisors carried out effective monitoring of the distribution at the points. • The communities cooperated with the health staff to carry out the distribution making the exercise generally peaceful and orderly. • Specific outcomes noted from Zabzugu District: <ul style="list-style-type: none"> ○ The allocation of nets from coupons was 43,826 ○ The district received 42,550 LLINs at the start of the distribution with a deficit of 1276 LLINs,

			<p>names, the serial number and phone numbers to verify authenticity of coupon. When coupon serial number agreed with coupon counterfoil serial number, the DP attendant indicated on the coupon the number of LLINs received, picks the LLINs, opens each LLIN package, tallies the number of nets issued out on the tally sheet and crosses the coupon with a pen before handing over the net(s) and the coupon back to the beneficiary. The coupon is given back to the beneficiaries as educational messages had been printed at the back of the coupon. In most cases, the matches were accurate but in case of mismatch especially the number of persons in the household, the distribution attendants consider what is validated. The distribution attendants at the DP periodically provided SBCC messages on net use and care to beneficiaries.</p>		<p>which were later sent to them during the distribution period.</p> <ul style="list-style-type: none"> ○ As at the time of leaving the district (April, 14th), 30,254 LLINs had been distributed to beneficiaries with 13,572 remaining to be distributed. After the seven days period of the distribution, beneficiaries who could not turn up to redeem their nets are allowed a period of one month to redeem their nets at the districts/sub districts. Distribution of nets stops only when the post-distribution validation starts one month after distribution. <p>Challenges and actions taken</p> <ul style="list-style-type: none"> • A lot of household members did not understand the distribution method of giving one LLIN to two persons per household according to the universal coverage strategy. Although this was explained to them and most of them understood, there were complaints by a few. • On the first day of the distribution, the DP attendants could not locate some few booklets. Apparently, these had been mistakenly taken to the district, making it difficult for some households to redeem their nets. Exercise books were procured to capture the information of those households as they presented their coupons to enable them redeem their nets. Arrangements were made to get the booklets from the region to the distribution point. • Some households who were not registered turned up at the distribution sites. For example, all the households in the Zabzugu police barracks were not registered due to misinformation from their command about the registration procedure (i.e., that they don't need to register as the nets will be given to them without prior registration). All these households did not benefit from the nets because of the no coupon, no net policy. • At a distribution point in Zabzugu sub-district, DP attendants detected that some households altered the household numbers on their coupons, ostensibly to receive more nets. The DP attendants noted the right numbers on the coupon counterfoil (validated data) and gave out the correct number of nets to the households. • Some beneficiaries waited all day to receive their nets because the booklets from which they were issued coupons could not be found on the day of the distribution. They booklets were mistakenly sent to different distribution point but were eventually brought to the DP and the people received their nets.
2.2		Savelegu-Nanton district	ADDRO conducted light monitoring of the point distribution exercise using three teams, each for one of three		<p>Savelegu-Nanton district</p> <ul style="list-style-type: none"> • Honorable assemblymen in some communities e.g. Darisallam assisted in the distribution (crowd control and security). • Most of the distribution points were well organized, however few had it difficult controlling the crowd and had to be assisted by the monitoring team.

		<p>district. Two teams from the ADDRO HQ and a team from the ADDRO Northern Region office.</p>	<ul style="list-style-type: none"> • Household heads were found throwing away redeemed coupons, so they were advised to keep them and refer to the back for the messages. • A few beneficiaries' coupons were seen not cancelled although LLINs had been issued out. These beneficiaries were sent back for their coupons to be cancelled to avoid double collection. • The staff used motor kings (tricycle used in conveying goods) to cart LLINs to the communities and DPs where cars could not get access. • Specific outcomes noted from Savelegu-Nanton District: <ul style="list-style-type: none"> ○ After the validation exercise, the district was expected to receive 89,807 LLINs. This was to cater for the entire five sub districts made up of 208 communities. However, the district received a total of 91,850 pieces of nets (due to calculation error) which is equivalent to 1,837 bales. The excess 2043 LLINs were reallocated to Kumbungu district where shortages of LLINs were recorded. ○ As of April 14th, the district had distributed close to 76,281 nets which is approximately 85% of what was allocated to them. <p><i>Challenges and actions taken</i></p> <ul style="list-style-type: none"> ▪ Some communities resisted the Universal Coverage strategy, two to a net, but agreed later when explanation was given by the monitoring team. On this same issue, other beneficiaries indicated that the number of nets they received did not match the number of sleeping places they have in the household. ▪ Most of the Pre-positioning sites (PPS) had no inventory cards (used to track receipt and issuance of LLINs to distribution points). Once it was realized that the PPS had no inventory cards, the monitoring team arranged for Inventory cards to be sent from the region. The region responded swiftly to the request to ensure that the movement of LLINs were monitored closely. ▪ Some HHs that were not around or missed out during the registration period also turned up at distribution point to demand for their nets. They were made to understand that they cannot benefit from the campaign since they did not register. However those with children under five and pregnant women were told that they could benefit from the continuous distribution ongoing in the region at health centers. ▪ Overcrowding was a challenge at some distribution points especially Nanton Central. The monitoring team spent some time to assist in controlling the crowd until it became better. ▪ Two volunteers were seen manning a distribution point at Jana, in Savelugu-Nanton district. The process was halted until a skilled health professional was brought in.
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2.3		Bunkpurugu Yunyoo District			<p>Bunkpurugu Yunyoo District</p> <ul style="list-style-type: none"> The district was expecting 73,928 after the pre-distribution data validation, however, the district was allocated 80,850 LLINs based on population estimate. The district therefore had an excess 6922 LLINs. These excess LLINs were sent to the Nakpanduri sub-district to be conveyed by NMCP to other districts where there were shortages. LLINs distribution started on the April 11th and as at 14th April, 2016, the district had distributed 65,737 out of 73,928 (about 89% of allocated LLINs distributed). Some additional nets were given out to registered persons during the one-month grace period just following the distribution. <p>Challenges and actions taken</p> <ul style="list-style-type: none"> Some distribution point attendants did not know that there were key messages at the back of each coupon and did not tell beneficiaries to read at home. Some beneficiaries even threw their coupons at the distribution point. When this happened, the monitoring team drew their attention to the key messages. Inventory control cards were not properly used. Rather than entering information as the nets are being issued out, the store supervisors waited to enter the information at the end of the day. Hence at the time of monitoring, net balances in store was not the same as net balances on the bin card. Store supervisors were advised to enter information anytime nets are being issued out. Most distribution points were manned by two health workers. In some cases, this made volunteers disgruntled that they were not able to take part in the distribution, and thus not able to receive the allowance provided for distribution point attendants. As standard practice is that distribution points be manned by two health workers or one health worker and one volunteer when another health worker isn't available, this isn't seen as a systemic issue, but rather one of necessary consequence.
3. Post Mortem Meeting					
3.1	April 15 th , 2016	Northern Regional Health Directorate	The post-mortem meeting is usually held at the end of the distribution exercise. The purpose of the meeting was for the NMCP and partners to get information on the progress of the implementation of the campaign in all the districts in the Northern Region, to determine the number of LLINs distributed as at the 14 th of April, 2016, to find out/share/document best practices, challenges and observations	NMCP, GHS, Episcopal Relief & Development, ADDRO, AMF, USAID Deliver, Vector Works	<ul style="list-style-type: none"> Meeting started 40 minutes after the scheduled time as most of the monitors did not arrive on time. Meeting was facilitated by Otubea Owusu Akrofi and Dr. Aba Baffoe Wilmot of the NMCP, with opening remarks given by a representative of the Northern Regional Health Directorate. All partners present at the meeting were introduced – Shaun Walsh (AMF), Priscilla (Episcopal Relief & Development), the three ADDRO staff, USAID Deliver, USAID Vector Works and Global Fund representatives. Facilitators indicated that some monitors did not turn up for all the five days of the distribution at their districts; they just observed for some few days. These monitors were cautioned by the facilitators. Monitors were asked to present on the following: <ol style="list-style-type: none"> Net quantities, including the following details:

		<p>in the various districts and to know the strengths and weaknesses of the campaign to help strengthen future campaigns.</p> <p>Participants at the meeting included the monitors/supervisors (2 for each district), representatives from the Northern Regional Health Directorate, NMCP staff and other stakeholders.</p> <p>The agenda for the meeting was as follows:</p> <ul style="list-style-type: none"> • Presentation of report on the distribution by supervisors/monitors • Field challenges and measures taken to address some of them • Questions, answers and clarifications • Collection of reports - supervisors and store keeper checklist 		<ul style="list-style-type: none"> ○ Initial quantities of LLINs received by the districts ○ LLINs expected to be received by districts after the validation ○ Top up of LLINs received or excess taken if any ○ Quantities of nets distributed as at the time monitors/supervisors exited their districts for the post mortem meeting on April 15th ○ Expected date of completion of the distribution in the districts. The distribution was expected to be completed on April 17th. So depending on actual LLINs still available at the time monitor/supervisors were leaving their various districts, they are to note when the districts expect to complete the distribution. <ol style="list-style-type: none"> 2. Social Mobilization activities carried out in the districts – those monitors/supervisors read in reports and especially those they observed in the districts 3. Best practices observed 4. Challenges and actions taken <ul style="list-style-type: none"> • All the 26 monitoring teams/supervisors (national and regional teams) presented information at the meeting. The detailed information on net quantities was captured by the NMCP. <p>Summary of social mobilization activities reported by monitors</p> <ul style="list-style-type: none"> • Van announcements in the markets and streets, • Distribution of letters to churches, mosques and other organized groups including opinion leaders • Announcements at OPD, ANC, Outreaches and other routine service delivery points • Announcements at community meetings • Announcement at churches and mosques • House to house visits by volunteers • Use of local radio stations, information service van • Gong gong beating <p>Summary of best practices reported by monitors</p> <ul style="list-style-type: none"> • Some districts undertook intensive monitoring (they went to every distribution point to monitor) • Involvement of paramount chiefs and some opinion leaders in some districts • Some distribution point attendants called beneficiaries on their phones (using the numbers on the coupons) to come and receive their nets • Collaboration with the assembly men in some of the districts • Secure and suitable storage of the LLINs, example, rooms with door, lock and key and not exposed to
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				<p>the sun (to protect the nets from the direct rays from the sun).</p> <ul style="list-style-type: none"> • Use of motor kings in some communities to cart LLINs to the communities and distribution points where cars could not get access. • Some districts used the sweeping methods for the distribution campaign. By this method, distribution teams moved from one community after they have completed to another one instead of having distribution attendants at all distribution points. This was to address the challenge of staff shortages in those districts. • Policy of no coupons, no nets was adhered to at most of the distribution points in the districts <p><i>Summary of challenges reported by the monitors</i></p> <ul style="list-style-type: none"> • Some communities were not registered. In a police barracks in Zabzugu, none of them was registered. Non-registered beneficiaries turned up at the distribution points and insisted on getting nets, causing some few problems. Explanation was given on the “no coupon no net” policy. They were also informed about the continuous distribution of nets for pregnant women and children under five in the clinics. • Distribution points were not enough – a number of communities were grouped and had just one distribution point, and some households had to walk long distances to the distribution point. • Inadequate nets in some few districts – districts waiting for top up from the region. Nets were eventually received and distributed. • Opening of net packages not well done; some staff at the distribution points were using scissors to cut the package. No damage LLIN was however observed. • At few distribution points, net packaging was not torn open before handing over to the beneficiaries • Shortages of inventory cards in some districts/ sub districts • Some distribution sites were not properly set up, resulting in overcrowding, etc. • Universal coverage not well understood by beneficiaries, hence some resistance in some communities • Few missing coupons in some few distribution points
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Conclusions

The activities implemented in the distribution phase – orientation on point distribution exercise for monitors/supervisors, the actual point distribution and the post-mortem meeting were all successful albeit few challenges encountered, which were ultimately resolved.

All the registration and distribution data from the coupon counterfoils have been put into an electronic form. Results indicate a total of 1,218,124 LLINs given out/distributed, benefitting a population of 2,231,086 in 482,563 households in the twenty AMF districts.

All is set for the Post-Distribution Check-Ups (PDCU) in the 20 AMF supported districts of the Northern Region.



**GHANA LLIN MASS DISTRIBUTION CAMPAIGN
SUPERVISORY CHECKLIST
DISTRICT/SUB-DISTRICT/PRE-POSITIONING SITE
STORE SUPERVISORS**



**FORM
B**

MAINLY FOR USE BY NATIONAL AND REGIONAL LEVEL SUPERVISORS

(MAY BE USED BY DISTRICT & SUB-DISTRICT LEVEL SUPERVISORS IF NEEDED)

Instruction for Supervisors: Fill one(1) form for each Volunteer

Region District

Sub-district Date Time

Name of Store /Officer Tel

Designation

Place of store District Sub-district PPS

1. Where were the LLINs stored? Room Corridor Shed Open space Other (Specify)
2. Is the storage satisfactory in terms of
Storage capacity? Yes No Security? Yes No Suitability? Yes No
3. Inspect the Inventory Control Cards and check if they were used correctly in terms of the following:
Was it filled completely?
(Quantity received, quantity issued and quantity at hand)
Check LLINs received from National/District/Sub-district.....
Quantity received
Quantity issued
Quantity at hand
4. Does the Store have the distribution list of LLINs to the various lower levels? Yes No
5. Does the District/Sub-district/PPS have enough nets to be given? Yes No
6. What problems were observed and what corrective actions were taken? Use the table below:

No	Problem encountered	Corrective action taken

7. Enumerate three key observations/lessons learnt? (Continue on the back of the page if required).



**GHANA LLIN MASS DISTRIBUTION CAMPAIGN
SUPERVISORY CHECKLIST
DISTRIBUTION POINT SUPERVISION**



**FORM
C**

MAINLY FOR USE BY DISTRICT AND SUB-DISTRICT LEVEL SUPERVISORS

(MAY BE USED BY REGIONAL AND NATIONAL LEVEL SUPERVISORS IF NEEDED)

Instruction for supervisors: Fill one(1) form for each distribution point

Region District Sub-district
 Pre-positioning site Community
 Name of Supervisor Tel Date
 Designation Time

1. Is the distribution site properly set up? Yes No
2. Are LLINs available at the distribution site? Yes No
3. Does the number of nets distributed/given out tally with what is on the coupons?
(Sample 5)
4. Were the LLINs opened before being given out? Yes No
(Observed if you meet distribution or inquire for attendant)
5. Were beneficiaries educated on LLIN use and care prior to distribution? Yes No
(Observe if you meet distribution or inquire from attendant)
6. What problems were observed and what corrective actions were taken? Use the table below:

No	Problem encountered	Corrective action taken

7. Sample 5 people. Enquire:

No	Do they know about the distribution?	Source of information	Do you know where to pick your nets?
1	Yes <input type="checkbox"/> No <input type="checkbox"/>		Yes <input type="checkbox"/> No <input type="checkbox"/>
2	Yes <input type="checkbox"/> No <input type="checkbox"/>		Yes <input type="checkbox"/> No <input type="checkbox"/>
3	Yes <input type="checkbox"/> No <input type="checkbox"/>		Yes <input type="checkbox"/> No <input type="checkbox"/>
4	Yes <input type="checkbox"/> No <input type="checkbox"/>		Yes <input type="checkbox"/> No <input type="checkbox"/>
5	Yes <input type="checkbox"/> No <input type="checkbox"/>		Yes <input type="checkbox"/> No <input type="checkbox"/>

8. Enumerate three key observations/lessons learnt? (Continue on the back of the page if required).



**GHANA MASS LLINs POINT DISTRIBUTION CAMPAIGN
SUPERVISORY CHECKLIST
DISTRICT LEVEL SUPERVISORS**



**FORM
D**

MAINLY FOR USE BY NATIONAL AND REGIONAL LEVEL SUPERVISORS

(MAY BE USED BY DISTRICT & SUB-DISTRICT LEVEL SUPERVISORS IF NEEDED)

Instruction for National & Regional Level Supervisors: Fill one(1) form for each District

Region District
 Name of Coordinator Tel
 Designation Date Time

1. When were the nets received in district?.....
2. How many nets did the district received?
3. Does the District have a report of social mobilisation activities undertaken for the campaign? Yes No
4. Does the district have a microplan for implementing the campaign? Yes No
5. Does the district have a logistics plan for the campaign? Yes No
6. Does the district have adequate quantities of IE&C materials? Yes No
7. How many district/sub-district supervisors have been trained for the campaign?
8. Have all the nets being moved to the sub-district and pre-positioning sites? Yes No
(If no, ask for reason for holding nets at the district store)
9. Has the campaign started in the all sub-districts? Yes No (If no, give reasons)
10. What problems were observed and what corrective actions were taken? Use the table below:

No	Problem encountered	Corrective action taken

11. Enumerate three key observations/lessons learnt? (Continue on the back of the page if required).