**VI. ANNEX 2**

**Inception Report**

**Strengthening Laboratory Techniques and Surveillance System**

**for Global Control of HIV and Related Infectious Diseases**

**Only accepted applicants** are required to prepare an Inception Report by following questions within 5 pages and submit it to JICA Tokyo by e-mail to [ticthdop@jica.go.jp](mailto:ticthdop@jica.go.jp) **by January 10, 2023.**

The presentation session on this report is expected to be held on the first day of this course. It is encouraged to use MS power point for your presentation. The length of the presentation is about 15 minutes for each.

(1) Name of Applicant and his/her country (Presentation is requested to cover the brief introduction of country).

(2) Name of Organization, and participant’s role in the organization

(3) Organization Chart

Applicants are required to draw an organization chart with an indication of the section handling HIV and related infectious diseases

(4) National Prevalence Level and implementation of anti-HIV strategies

(5) In your lab and/or in your country

a. Flowchart (screening and confirmation tests including the name of test kits and its’ manufacturers) for laboratory diagnosis of HIV/AIDS and other related infectious diseases.

b. How to measure CD4+ T cell level in HIV- infected individuals

c. How to measure HIV virus load in HIV- infected individuals

d. How to analyze DNA sequencing (Drug Resistance testing) in HIV- infected individuals

e. Clinically used anti-HIV drugs

\*b-d: Please describe not only the method but also the frequency of tests performed per infected person, the name of testing machines, its’ manufacturers and reagents.

\*e: Please also describe the percentage of those who received treatment (= the number of infected people who received treatment / the number of infected people\*100). In addition, please prepare the summary on 1st line and 2nd line of anti-HIV drugs, and their proportion in your country.

(6) Situation Analysis and problems

a. Country level

b. Organization level (Your laboratory level)

Please discuss with your seniors and colleagues of your department.

(7) The Strategic Plan

(8) List of Tables and figures

(the results of national surveillance data and yearly change should be included)

(9) Others

(10) Project cycle management: PCM (Video):

You will learn PCM during this course to develop action plan. However, time is limited. Please watch the video from the below link and write “A) What you learned” and “B) What you could not understand” in the end of Inception report.

Unit0 The ABCs of PCM　Unit0 <https://youtu.be/d5eVX_9GSew>

Unit1 The ABCs of PCM　Unit1 <https://youtu.be/Dn9OcQo8TpA>

Unit2 The ABCs of PCM　Unit2 <https://youtu.be/iueXOK7Eikw>

Unit3 The ABCs of PCM　Unit3 <https://youtu.be/9evFf-ztBpw>

Unit4 The ABCs of PCM　Unit4 <https://youtu.be/bJBIbO7VAxE>

Unit5 The ABCs of PCM　Unit5 <https://youtu.be/brLmQkbrui0>

Unit6 The ABCs of PCM　Unit6 <https://youtu.be/GI0_M3nkwKk>