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சுகாதார, போசணை மற்றும் சுதேச வைத்திய அமைச்சு
Ministry of Health, Nutrition & Indigenous Medicine

Deputy Director General

Planning Unit

Call for applications for Fellowship opportunities of Fleming Fund Fellowship Scheme

The Fleming Fund established by the UK Government responds to the global threat of drug-resistant infections, also known as antimicrobial resistance (AMR). It specially aims to address critical gaps in surveillance of antibiotic resistant bacteria in selected countries in Asia, and Sub-Saharan Africa including Sri Lanka.

During 2018 a mission from Fleming Fund explored the possibility of initiating the Fleming Fund Grants Program to improve the ability of Sri Lanka to diagnose drug resistant infections and improve data and surveillance. The fund will focus on strengthening laboratory surveillance capacity and human resource relevant to combating antimicrobial resistance.

Hence nine (9) fellowship opportunities relevant to antimicrobial resistance and utilization surveillance have been identified for Sri Lanka by the Fleming Fund and they will be awarded in line with the Fleming Fund Country Grant.

Below is the list Fellowships for Sri Lanka:

- AMR Health Informatics Fellowship – Human Health (NCC)
- AMR Laboratory Fellowship – Human Health (MRI)
- AMR Surveillance Fellowship – Human Health (MoH)
- AMU / C Surveillance Fellowship – Human Health (MSD)
- AMR Laboratory Fellowship - Animal Health (VRI)
- AMR Surveillance Fellowship - Animal Health (VRI)
- AMR Surveillance Fellowship - Animal Health (VDCA)
- AMU / C Surveillance Fellowship - Animal Health (VRI – Wariyapola)
- AMU / C Surveillance Fellowship – Aquaculture (NARA)

As stipulated by the Fleming Fund, the Fellowships will not be leading to any academic qualification upon completion and the fellows will not be provided with any stipend. Furthermore the duration for the fellowships will be 18 months period, beginning in June 2019 and ending in December 2020.

The documents pertinent to the fellowship scheme along with the application form are attached herewith. Application are to be submitted to the Fleming Fund on or before 10th of May, 2019.

List of Fellowship opportunities provided for Ministry of Health:

- AMR Health Informatics Fellowship – Human Health (NCC)
- AMR Laboratory Fellowship – Human Health (MRI)
- AMR Surveillance Fellowship – Human Health (MoH)
- AMU / C Surveillance Fellowship – Human Health (MSD)

Hence, please be kind enough to advertise the following fellowship opportunities in the official website of the Ministry along with the below attached set of documents,

- TORs for 9 Fleming Fellowship opportunities
- Description of the Fleming Fellowship Scheme
- Application form
- Application Guidance Note
- Fellowship referee form
-

Please mention that duly filled application should be submitted to below official through email:

Dr. Vikas Agrawal
Regional Coordinator- South Asia
Fleming Fund Management Agent

Email – Vikas.Aggarwal@mottmac.com

Thank you



Act. for
Dr. B. V. S. H. Beneragama, 2019 05-01 .
Deputy Director General (Laboratory Services)

Dr. B. V. S. H. Beneragama
Deputy Director General (Laboratory Service)
Ministry of Health, Nutrition & Indigenous Medicine
"Suwasiripaya"
385, Rev. Baddegama Wimalawansa Thero Mawatha,
Colombo 10.



Proposed Terms of Reference for Fleming Fellowships in Sri Lanka

The Fleming Fund Management Agent proposes to fund Eight Fleming Fellowships for Sri Lanka based on the assessments conducted in September-October 2018. The Fleming Fellowships address the priority areas of antimicrobial resistance (AMR) and antimicrobial use (AMU) surveillance, and laboratory quality management. The Fellowships provide customised professional development and do not result in the award of a formal degree or a diploma.

Terms of Reference (ToR) for the proposed Fleming Fellowships in Sri Lanka comprise two parts:

- A. General ToR including eligibility criteria and information that applies to all Fellowships**
- B. Specific ToR for each individual Fellowship.**

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AMR Laboratory Fellowship – Animal Health (VRI)

AMR Surveillance Fellowship – Animal Health (VRI)

AMU/C Surveillance Fellowship – Animal Health (VDCA)

AMU/C Surveillance Fellowship – Aquaculture (NARA)

A. General ToR for All Professional Fellowships

One Health Collaboration and Knowledge Dissemination

Key areas for development of all Fellowships

The Fellowship will provide support and mentoring to all Professional Fellows to:

1. Improve One Health collaboration including the design of a collaborative project with other Fellows
2. Contribute to capacity building in Beneficiary Institutions and by facilitating and contributing to professional communities of practice across the One Health domains
3. Improve the use and interpretation of AMR & AMU data

Eligibility criteria for Fleming Fellowships

To be eligible for a fellowship, candidates must meet the following criteria:

- Be a citizen or resident of Sri Lanka
- Be available and commit to participating fully in the Fellowship programme on a part-time basis agreed with the beneficiary institution for the full duration (expected to be 12-18 months)
- Be proficient in communication and the use of computers, basic word processing and spreadsheet software, and the internet
- Meet the English language proficiency requirements described below
- Submit a full application form including the section acknowledging support by the relevant Beneficiary Institution, and attaching all required documentation including two referee's letters and forms

Fellowships are part-time (approx. 0.3 – 0.5 FTE) and are conducted whilst the candidate is working. Successful candidates are therefore expected to continue working for the Beneficiary Institution for the duration of the Fellowship, and may also:

- Undertake travel for periods within their home country and/or internationally. Each trip would not normally exceed 6 weeks in duration.
- Enter into an agreement with the designated Host Institution regarding code of conduct

Specific language proficiency requirements

The applicant must provide evidence of proficiency in written and spoken English by either:

- Having completed an internationally recognised language proficiency test in the last 24 months (e.g. IELTS - International English Language Testing System, TOEFL - Test of English as a Foreign Language, or other internationally recognised proficiency test) **or**
- Completing a tertiary academic qualification in the last 24 months that was taught in English **or**
- Providing alternative evidence of current proficiency in the specified language that is acceptable to the Fleming Fund Management Agent

Applicants who cannot provide sufficient recent evidence of the required language proficiency may be required to sit a language test. The Management Agent may consider supporting language proficiency training for selected Fellows who meet all other criteria.

Intended Start Date and duration

The Fellowships are intended to start June 2019 and be 18 months in duration, ending in December 2020.

Schedule

Application, candidate selection and confirmation of Fleming Fellows are proposed to proceed according to the following schedule:

Stage	Date:
Beneficiary Institutions and stakeholders agree to Fellowships	End March 2019
Selection of Host Institution(s)	Mid April 2019
Selection of Fellows	End May 2019
Finalisation of Fellowship Work Plan & Agreement	End June 2019
Fellowship begins	August 2019
Fellowship ends	December 2020

B. Specific ToR for Individual Fellowships

AMR Health Informatics Fellowship – Human Health (NCC)

Beneficiary Institution

Beneficiary Institution Name - AMR Unit (AMR-NCC - MoH)

Ministry or parent affiliation: Ministry of Health Nutrition and Indigenous Medicine (MoH)

Objectives

- To strengthen capability on data management and analysis of antimicrobial resistance (AMR)
- To develop leadership in AMR health informatics and contribute to sound evidence-based advice on AMR policy and programme development in the human health sector, within a One Health framework.

Key areas for development of this Fellowship

The Fellowship will provide training and mentoring specific to the needs of the Beneficiary Institution and the fellow in:

- AMR database design
- Facilitating AMR data reporting from surveillance sites

Fellowship success

By the end of the Fellowship, the Fellow will have:

- Received mentoring/training in their workplace provided by the Host Institution
- Supported in establishing National AMR Data Networking in Sri Lanka.
- Assist capacity building activities for their Beneficiary Institution, using knowledge and techniques gained through the Fellowship
- Contributed to NAC-AMR meetings, One Health workshops, conferences, meetings or other activities focusing on advancing antimicrobial resistance surveillance and prudent antimicrobial use
- Supported AMR surveillance leaders by improving uptake and use of data and evidence

Eligibility criteria for the AMR Health Informatics Fellowship in NCC

In addition to those in section A, candidates for the AMR Health Informatics Fellowship in NCC must meet the following criteria:

- Be endorsed by and accountable to NCC – MoH through employment
- Hold a relevant qualification in epidemiology or microbiology, and/or relevant professional experience
- Be working in a position that enables the candidate to develop and advise on AMR/AMC/AMU policy and actions in Sri Lanka
- Show evidence of experience and leadership potential in advocacy with policy makers.

B: Specific ToR for Individual Fellowships

AMR Laboratory Fellowship – Human Health (MRI)

Beneficiary Institution

Beneficiary Institution Name: Medical Research Institute (MRI),

Ministry or parent affiliation: Ministry of Health, Nutrition and Indigenous Medicine (MoH)

Objectives

- To train the fellow in laboratory diagnosis, data recording and interpretation, and laboratory systems which are appropriate to the AMR surveillance system in Sri Lanka
- To train and support the fellow in the maintenance and use of biorepositories in reference and surveillance laboratories
- To train the fellow in improved quality control in the laboratory, including supporting training and mentoring activities for others in the surveillance system

Key areas for development of this Fellowship

The Fellowship will provide training and mentoring specific to the needs of the Beneficiary Institution and the Fellow in:

- Strengthening the quality of AMR diagnostic results and use of advanced diagnostic methods
- Development and maintenance of a secure inventoried biorepository of microbial isolates
- Laboratory quality management systems (LQMS) and training programmes

Fellowship success

By the end of the Fellowship, the Fellow will have:

- Received mentoring/training in their workplace provided by the Host Institution
- Designed a collaborative project with other Fellows including Animal Health Fellows
- Used the skills acquired to improve the quality of AMR testing including use of advanced diagnostic methods and contributed to strengthened laboratory quality management systems (LQMS)
- Provided training to laboratory staff on LQMS using knowledge and training techniques gained through the Fellowship
- Contributed to communities of practice in the human and animal health sectors
- Contributed to One Health workshops, conferences, meetings or other activities focusing on advancing antimicrobial surveillance and prudent antimicrobial use

Eligibility criteria for the AMR Laboratory Fellowship in MRI

In addition to those in section A, candidates for the AMR Laboratory Fellowship in MRI must meet the following criteria which are specific to this Fellowship:

- Be endorsed by and accountable to the MRI through employment
- Hold a microbiology or laboratory-related undergraduate qualification, and/or relevant professional experience.
- Be working in a position that enables the candidate to strengthen laboratory quality management systems in MRI and associated surveillance site laboratories where appropriate
- Show evidence of experience and leadership potential in the field of quality management systems especially pertaining to bacterial culture and antibiotic susceptibility testing.

B: Specific ToR for Individual Fellowships

AMR Surveillance Fellowship – Human Health (MoH)

Beneficiary Institution

Beneficiary Institution Name: AMR Unit

Ministry or parent affiliation: Ministry of Health, Nutrition and Indigenous Medicine (MoH)

Objectives

- To provide training which strengthens epidemiology-related capabilities and competencies in AMR surveillance in MoH
- To support the fellow to make better use of AMR surveillance evidence to inform policies or actions to reduce AMR in Sri Lanka.
- To contribute to the sustainability of AMR surveillance in Sri Lanka by developing training expertise and contributing to training programmes

Key areas for development of this Fellowship

The Fellowship will provide training and mentoring specific to the needs of the Beneficiary Institution and the Fellow in:

- Strengthening the collection and flow of AMR data from human health laboratories
- Strengthening competency in AMR surveillance system design, evaluation, analysis and interpretation of data
- The support of AMR information sharing across the One Health domains.

Fellowship success

By the end of the Fellowship, the Fellow will have:

- Received mentoring/training in their workplace provided by the Host Institution
- Designed a collaborative project with other Fellows including Animal Health Fellows
- Use the skills acquired to plan, analyse and present evidence of antimicrobial resistance (AMR) and antimicrobial use (AMU) using national surveillance data
- Acquired skills to improve interpretation of surveillance data across sectors to inform future surveillance priorities
- Contributed to communities of practice involving in the human and animal health sectors
- Contributed to One Health workshops, conferences, meetings or other activities focusing on advancing antimicrobial resistance surveillance and prudent antimicrobial use

Eligibility criteria for the AMR Surveillance Fellowship in MoH

In addition to those in section A, candidates for the AMR Surveillance Fellowship in MoH must meet the following criteria which are specific to this Fellowship:

- Be endorsed by and accountable to the MoH through employment
- Hold a relevant qualification in public health or epidemiology, and/or relevant professional experience
- Be working in a position that enables access to information on AMR surveillance activities in Sri Lanka and analysis of the AMR data generated by surveillance sites and reference laboratories
- Show evidence of experience and leadership potential in the field of surveillance, data management, data analysis and interpretation, as applied to AMR.

B: Specific ToR for Individual Fellowships

AMU/C Surveillance Fellowship – Human Health (MSD)

Beneficiary Institution

Beneficiary Institution Name: Medical Supplies Division (MSD)

Ministry or parent affiliation: Ministry of Health, Nutrition and Indigenous Medicine (MoH)

Objectives

- To provide training that will strengthen the fellow's ability to support AMU/AMC surveillance in MSD and produce evidence of AMU practices in healthcare settings and communities
- To provide the skills required to design AMU surveillance and analyse data and results to inform policies or actions in Sri Lanka, which reduce the overuse of antibiotics
- To contribute to the sustainability of AMU surveillance in Sri Lanka by acquiring skills in training and implementing training programmes

Key areas for development of this Fellowship

The Fellowship will provide training and mentoring specific to the needs of the Beneficiary Institution and the Fellow in:

- The design and implementation of AMU data collection in hospital and other healthcare settings
- The analysis and interpretation of AMU data and assessment of antibiotic prescribing practices in the context of data on AMR
- The support of appropriate antibiotic use through the delivery of trainings programmes and workshops

Fellowship success

By the end of the Fellowship, the Fellow will have:

- Received mentoring/training in their workplace provided by the Host Institution
- Designed a collaborative project with other Fellows including Animal Health Fellows
- Learnt how to collect scientifically robust evidence of antimicrobial use (AMU) patterns
- Learnt how to collect and interpret AMC data and understand the shortcomings
- Acquired skills which allow analysis and interpretation of AMU/AMC surveillance data to inform prescribing practices and future surveillance priorities
- Contributed to communities of practice involving the human and animal health sectors
- Contributed to One Health workshops, conferences, meetings or other activities focusing on advancing antimicrobial surveillance and prudent antimicrobial use

Eligibility criteria for the AMU/C Surveillance Fellowship in MSD

In addition to those in section A, candidates for the AMU Surveillance Fellowship in MSD must meet the following criteria which are specific to this Fellowship:

- Be endorsed by and accountable to the MSD through employment
- Hold a medical or pharmacy degree, and/or have relevant professional experience
- Be working in a position that enables the candidate to collect data on antibiotic prescriptions in hospitals, and to work with clinicians regarding their prescribing practices
- Show evidence of experience and leadership potential in the field of AMU in human medicine and pharmacy.

B: Specific ToR for Individual Fellowships

AMR Laboratory Fellowship – Animal Health (VRI)

Beneficiary Institution

Beneficiary Institution Name: Veterinary Research Institute (VRI)

Ministry or parent affiliation: Department of Animal Production and Health (DAPH)

Objectives

- To train the fellow in laboratory diagnosis, data recording and interpretation, and laboratory systems which are appropriate to the AMR surveillance system in Sri Lanka
- To train and support the fellow in the maintenance and use of biorepositories in reference and surveillance laboratories
- To train the fellows in improved quality control in the laboratory, including supporting training and mentoring activities for others in the surveillance system

Key areas for development of this Fellowship

The Fellowship will provide training and mentoring specific to the needs of the Beneficiary Institution and the Fellow in:

- Strengthening the quality of AMR diagnostic results and use of advanced diagnostic methods
- Development and maintenance of a secure inventoried biorepository of microbial isolates
- Laboratory quality management systems (LQMS)

Fellowship success

By the end of the Fellowship, the Fellow will have:

- Received mentoring/training in their workplace provided by the Host Institution
- Designed a collaborative project with other Fellows including Human Health Fellows
- Used the skills acquired to improve the quality of AMR testing including use of advanced diagnostic methods and contributed to strengthened laboratory quality management systems (LQMS)
- Provided training to laboratory staff on LQMS using knowledge and training techniques gained through the Fellowship
- Contributed to communities of practice in animal and human health sectors
- Contributed to One Health workshops, conferences, meetings or other activities focusing on advancing antimicrobial surveillance and prudent antimicrobial use

Eligibility criteria for the AMR Laboratory Fellowship in VRI

In addition to those in section A, candidates for the AMR Laboratory Fellowship in VRI must meet the following criteria which are specific to this Fellowship:

- Be endorsed by and accountable to the VRI through employment
- Hold a microbiology or laboratory-related qualification, and/or relevant professional experience
- Be working in a position that enables the candidate to strengthen laboratory quality management systems in VRI's bacteriology laboratory
- Show evidence of experience and leadership potential in the field of quality management systems especially pertaining to bacterial culture and antibiotic susceptibility testing.

B: Specific ToR for Individual Fellowships

AMR Surveillance Fellowship – Animal Health (VRI)

Beneficiary Institution

Beneficiary Institution Name: Veterinary Research Institute (VRI)

Ministry or parent affiliation: Department of Animal Production and Health (DAPH)

Objectives

- To provide training which strengthens epidemiology-related capabilities and competencies in AMR surveillance in VRI
- To support the fellow to make better use of scientifically robust AMR surveillance evidence to inform policies or actions to reduce AMR in Sri Lanka.
- To contribute to the sustainability of AMR surveillance in Sri Lanka by developing training expertise and contributing to training programmes

Key areas of development for this Fellowship

The Fellowship will provide training and mentoring specific to the needs of the Beneficiary Institution and the Fellow in:

- Strengthening the collection and flow of AMR data from veterinary laboratories and field sites and improve interpretation of the data
- Strengthening competency in AMR surveillance system design, evaluation, analysis and interpretation of data
- The support of AMR information sharing across the One Health domains

Fellowship success

By the end of the Fellowship, the Fellow will have:

- Received mentoring/training in their workplace provided by the Host Institution
- Designed a collaborative project with other Fellows including Human Health Fellows
- Use the skills acquired to plan, analyse and present evidence of antimicrobial resistance (AMR) and antimicrobial use (AMU) using national surveillance data
- Acquired skills to improve interpretation of surveillance data across sectors to inform future surveillance priorities
- Contributed to communities of practice involving in the human and animal health sectors
- Contributed to One Health workshops, conferences, meetings or other activities focusing on advancing antimicrobial resistance surveillance and prudent antimicrobial use

Eligibility criteria for the AMR Surveillance Fellowship in VRI

In addition to those in section A, candidates for the AMR Surveillance Fellowship in VRI must meet the following criteria which are specific to this Fellowship:

- Be endorsed by and accountable to the VRI through employment
- Hold at least an undergraduate qualification in veterinary medicine or epidemiology, and/or relevant professional experience
- Be working in a position that enables access to and analysis of the AMR data generated by Bacteriology Lab at VRI and associated surveillance sites
- Show evidence of experience and leadership potential in the field of surveillance, data management, data analysis and interpretation, as applied to AMR.

B: Specific ToR for Individual Fellowships

AMU/C Surveillance Fellowships- Animal Health AMC (VDCA); Animal Health AMU (VIC Wariyapola)

Beneficiary Institution

1) Beneficiary Institution Name: Veterinary Drug Control Authority (VDCA) for AMC – DAPH

2) Beneficiary Institution Name: VIC Wariyapola for AMU – DAPH

Ministry or parent affiliation: Department of Animal Production and Health (DAPH)

Objectives

- To provide training that will strengthen the fellow's ability to support AMU/AMC surveillance by VDCA/VIC for priority animal production systems and produce evidence of AMU/C practices
- To provide training that will strengthen the fellow's ability to improve the accuracy and completeness of AMU/C data reported by Sri Lanka to the World Organisation for Animal Health (OIE)
- To contribute to the sustainability of AMU/C surveillance in Sri Lanka by training expertise and implementing training programmes

Key areas for development of this Fellowship

These Fellowship(s) will provide training and mentoring specific to the needs of the Beneficiary Institution(s) and the Fellow in:

- Design and implementation of AMU/C data collection for priority animal production systems included in AMR surveillance and collection of AMU/C data at the national level
- Analysis and interpretation of AMU/C data in the context of data on AMR, and make appropriate recommendations
- The support of AMU/C surveillance and appropriate antibiotic use information sharing

Fellowship success

By the end of the Fellowship, the Fellow will have:

- Received mentoring/training in their workplace provided by the Host Institution
- Designed a collaborative project with other Fellows including Human Health Fellows
- Learnt how to collect scientifically robust evidence of antimicrobial use/consumptions (AMU/C) patterns and understand the shortcomings
- Acquired skills which allow analysis and interpretation of AMU/C surveillance data to inform veterinarians and animal producers regarding antimicrobial use and to inform future surveillance priorities
- Contributed to communities of practice involving at least the animal and human health sectors
- Contributed to One Health workshops, conferences, meetings or other activities focusing on advancing antimicrobial surveillance and prudent antimicrobial use/consumption

Eligibility criteria for the AMU/C Surveillance Fellowship in VDCA/DAPH

In addition to those in section A, candidates for the AMU/C Surveillance Fellowships at VDCA/VIC must meet the following criteria which are specific to this Fellowship:

- Be endorsed by and accountable to the VDCA/VIC (DAPH) through employment
- Hold at least an undergraduate qualification in veterinary medicine or epidemiology, and/or relevant professional experience.
- Be working in a position that enables the candidate to conduct a field-based survey of AMU by poultry and/or livestock farmers in Sri Lanka (applies only to AMU fellow).

- Show evidence of experience and leadership potential in the field of AMU/C in poultry and livestock production.

B: Specific ToR for Individual Fellowships

AMU/C Surveillance Fellowship – Aquaculture (NARA)

Beneficiary Institution

Beneficiary Institution Name: National Aquatic Resources Research and Development Agency (NARA)

Ministry or parent affiliation: Ministry of Agriculture, Rural Economy Affairs, Livestock Development Irrigation and Fisheries and Aquatic Resources Development

Objectives

- To provide training that will strengthen the fellow's ability to support AMU/AMC surveillance by NARA for shrimp production systems and produce evidence of AMU practices
- To provide training that will strengthen the fellow's ability to improve the accuracy and completeness of AMC data reported by Sri Lanka to the World Organisation for Animal Health (OIE)
- To contribute to the sustainability of AMU surveillance in Sri Lanka by training expertise and implementing training programmes

Key areas for development of this Fellowship

The Fellowship will provide training and mentoring specific to the needs of the Beneficiary Institution and the Fellow in:

- Design and implementation of AMU data collection for priority animal production systems included in AMR surveillance and collection of AMC data at the national level
- Analysis and interpretation of AMU/C data in the context of data on AMR, and make appropriate recommendations
- The support of AMU surveillance and appropriate antibiotic use information sharing

Fellowship success

By the end of the Fellowship, the Fellow will have:

- Received mentoring/training in their workplace provided by the Host Institution
- Designed a collaborative project with other Fellows including Human Health Fellows
- Learnt how to collect scientifically robust evidence of antimicrobial use (AMU) patterns
- Learnt how to collect and interpret AMC data and understand the shortcomings
- Acquired skills which allow analysis and interpretation of AMU surveillance data to inform technical staff in the sector and shrimp producers regarding antimicrobial use and to inform future surveillance priorities
- Contributed to communities of practice involving at least the aquaculture, animal and human health sectors
- Contributed to One Health workshops, conferences, meetings or other activities focusing on advancing antimicrobial surveillance and prudent antimicrobial use

Eligibility criteria for the AMU/C Surveillance Fellowship in NARA

In addition to those in section A, candidates for the AMU/C Surveillance Fellowship at NARA must meet the following criteria which are specific to this Fellowship:

- Be endorsed by and accountable to the NARA through employment

- Hold at least an undergraduate qualification in veterinary medicine or epidemiology, and/or relevant professional experience.
- Be working in a position that enables the candidate to conduct a field-based survey of AMU by shrimp farmers in Sri Lanka.
- Show evidence of experience and leadership potential in the field of AMU/C in shrimp production.

Fleming Fellowship Scheme

Description

The Fleming Fund

The UK Government's Department of Health and Social Care has established the Fleming Fund to respond to the global threat of antimicrobial resistance (AMR). The aim of the Fleming Fund is to address critical gaps in surveillance of antibiotic-resistant bacteria in low- and middle-income countries (LMICs) in Asia and Sub-Saharan Africa, which are set to bear the highest burden of antibiotic-resistant infections.

Political action has resulted in a roadmap for global response—the Global Action Plan on Antimicrobial Resistance (AMR)¹, published by the World Health Organisation (WHO). This is the blueprint for a multi-stakeholder global response to averting the burden of AMR, produced in collaboration with the United Nations Food and Agriculture Organisation (FAO) and the World Organisation for Animal Health (OIE), together with the WHO comprising the Tripartite Alliance.

Aligned with this Global Action Plan, various agencies including the Fleming Fund have supported the development of National Action Plans and the building of the evidence base and guidance for AMR surveillance, in participating countries. The Tripartite Alliance has also supported this work.

Mott MacDonald has been appointed as the Fleming Fund Management Agent and is responsible for the management of the Fleming Fund Grants Programme. The Fleming Fund Grants Programme provides financial support to strengthen capacity gaps identified in the National Action Plans of the participating countries. Support is provided via three funding channels, over a five-year period from 2017 to 2021:

- Country Grants – to support the implementation of national action plans for AMR
- Fleming Fellowship Scheme – to provide continuing professional development and leadership training opportunities for relevant fellows
- Regional Grants – supporting regional approaches to data sharing, use and response to AMR

This document provides a more detailed explanation of the Fleming Fellowship Scheme component.

The Fleming Fellowship Scheme

Aims and Objectives

The aim of the Fleming Fellowship Scheme is to advance the goals of the Fleming Fund by supporting the professional development of key practitioners and change-makers in selected countries.

The objectives are:

- to enhance investments made through Country and Regional Grants for improved AMR and Antimicrobial use (AMU) surveillance,
- Encouraging peer-to-peer learning and joint problem-solving through participation in One Health communities of practice
- Contribute to the global dialogue on combatting resistance.

The Fleming Fellowship Scheme focusses on professional development, capacity development and the promotion of a One Health approach.

¹ <http://www.who.int/antimicrobial-resistance/global-action-plan/en/>

Scope of the Fleming Fellowship Scheme

Initially the Fleming Fellowship Scheme will focus on 'Professional Fellows' from both the human health and animal health sectors who play an important role in implementing AMR and AMU surveillance in each eligible country. Professional Fellows will be drawn from laboratory technologists, medical and veterinary epidemiologists, clinical microbiologists or pharmacists.

The Fellowship scheme will provide mentoring and support to improve skills and leadership capacity in the following areas:

- Quality of AMR diagnostic data.
- AMR and AMU data collection, management and analysis.
- Use of surveillance results to guide decisions and actions relating to AMR and to respond to inappropriate AMU.

Professional Fellows

Professional Fellows will be drawn from designated 'Beneficiary Institutions' in their country. Beneficiary Institutions are institutions that play an important role in implementing or supporting AMR or AMU surveillance within national surveillance systems. The purpose of the Fellowships is to strengthen the Beneficiary Institutions' capacity to address AMR and AMU at the same time as providing professional development for the Fellows.

Fleming Fellowships will:

- Focus on advanced skills and leadership: to promote the application of best practice in workplace settings.
- Focus on capacity development: of key individuals in the context of strengthening capacity of the Beneficiary Institutions supported by the Fleming Fund.
- Utilise a One Health approach: Fellowships will incorporate learning activities that cross the human, animal, and environmental sectors.

The Fellowships will be implemented by selected Host institutions (see below) and paid for by the Fleming Fund. The Host Institutions will nominate mentors, who will be experts in the relevant fields. The mentors will work with the selected Fellows to plan and deliver personalised professional development workplans that could include:

- Mentorship: the mentor will be the Fellow's main point of contact within the Fellowship Scheme, providing a combination of remote and in-person support, including at the Beneficiary Institution.
- Secondments: Fellows may spend some time seconded into another workplace. Host Institutions will facilitate such secondments so that Fellows learn how other organisations work, and gain applied knowledge and skills that can be taken back to the Beneficiary Institution.
- Collaborative projects with colleagues and/or other Fellows: Host Institutions will work with Fellows, their Beneficiary Institutions and sometimes other Host Institutions to identify relevant projects for applied learning. Collaborative projects will include a One Health component and/or inter-disciplinary work within or between countries. Host Institutions will support the Fellows and collaborative project participants to design and implement these projects as an integral part of their applied learning programme.
- Specialised training: Fellows may also benefit from specialised training in laboratory systems, surveillance or data analysis methods, including One Health principles and approaches.

Fellowship packages delivered by Host Institutions will also provide institutional support and advice to the Beneficiary Institutions. Activities could include:

- Capacity building for senior managers: this could include participation in communities of practice, trainings or symposia, where this is feasible and cost-effective.
- Participation in consultation meetings or workshops with mentors and visiting experts: when practical, Host Institutions will assist other professionals from the Fellow's workplace to benefit from the guidance of mentors and technical experts during country visits, for example, by running seminars or providing practical support in the workplace setting.
- Contributions to journals, publications and symposia: where linkages with Host Institutions create opportunities for collaborative projects, efforts will be made to involve local professionals in uptake and dissemination of results, as well as the development of presentations and publications.

A priority for the Fleming Fellowship Scheme is the effective collaboration and building of networks and communities of practice amongst Fellows, Beneficiary Institutions and Host Institutions, across sectors, disciplines and countries. The Fleming Fund Management Agent will lead on facilitating this process with the support of the Host Institutions. This could include:

- Capacity building for colleagues of Fellows by supporting others at the Beneficiary Institution to become mentors or trainers, or to implement lessons learnt by the Fellow on quality procedures, systems or processes.
- Thematic meetings, workshops and symposia: these may take place locally or regionally and will primarily support knowledge and skills exchange, sharing of lessons, and presentation of relevant data. This will include supporting opportunities for Fellows to share their work with policy makers and other stakeholders nationally, regionally and globally.
- Virtual networking and information exchange: This will mainly involve facilitated participation in communities of practice hosted using an online Fellowship portal. Virtual networking will also support information exchange through resource sharing, social networking, blogs, webinars and access to key publications, including clinical and operational research and data maps.

Identification of Beneficiary Institutions and Fellowships

The Fleming Fund Management Agent will identify proposed Beneficiary Institutions and Fellowships through assessments of the priority needs and gaps in AMR and AMU surveillance conducted during the positioning activities in each country. Priority will be given to Beneficiary Institutions and Fellowships that will enhance the activities supported through the Fleming Fund Country Grant.

The Management Agent will propose:

- The types of Fellowships to be supported by the Fleming Fellowship Scheme;
- A Beneficiary Institution for each Fellowship;
- The objectives and major activities associated with each Fellowship.

Agreement to the Fellowships will be made in consultation with the AMRCC, and final approval will be provided by the UK Department of Health and Social Care.

The Beneficiary Institutions will be organisations identified through consultation with national stakeholders during positioning activity visits which will:

- Receive support through the Country Grants Programme and/or;

- Add strategic value and complementarity to achieve the Fleming Fund aims in that country, and;
- Are likely to derive sustainable benefit from the Fellowship activities.

Selection of Host Institutions

Host Institutions have been selected by the Fleming Fund Management Agent for their ability to deliver professional development across a broad range of disciplines of relevance to the Fleming Fellowship Scheme. Preference has been given to Host Institutions that facilitate a One Health approach to AMR and AMU surveillance. Each Fellowship will be matched with a Host Institution according to the professional development needs defined and agreed at the country level.

Selection of Fellows

A call will be made for applications from within the Beneficiary Institutions identified in each country. Application forms must be countersigned by an authorised representative of a Beneficiary Institution, agreeing to the candidate's application and to support the Fellowship programme.

Selection of Fellows from the applicants will be made by the Fleming Fund Management Agent in consultation with the selected Host Institutions and the AMRCC; final approval will be provided by the UK Department of Health and Social Care.

To be eligible for a Fellowship, Fellows must meet the following criteria:

- Be a citizen or resident of the country.
- Hold a degree(s) in a related subject or have at least five years' relevant professional experience.
- Show evidence of leadership or leadership potential in the area addressed by the Fellowship.
- Be endorsed by and accountable to a Beneficiary Institution which has authority and responsibility for the Fellow, and will benefit from the proposed Fellowship activities.

To satisfy these requirements, candidate Fellows will usually (but not always) be employees of a Beneficiary Institution.

Fellowship Implementation

- Fellowships are for approximately 18 months. Fellows will be based in their own countries for the majority of their programme, although placements of one to three months at the Host Institutions or other institutions in the region or internationally may be involved.
- Fellowship activities will generally be planned to fit alongside normal work responsibilities, but some travel will be required.
- The Fleming Fellowship Scheme is designed to result in improved capacity at the Beneficiary Institutions, and collaboration between Fellows and other institutions on collaborative projects and both national and regional activities is strongly encouraged.
- It is therefore important that applications are strongly supported by the designated Beneficiary Institution. The applicant and the Beneficiary Institution must clearly understand and acknowledge that some changes to the applicant's working pattern, responsibilities and duties may be required during the period of the Fellowship, if they are selected.
- For each Fellowship, the successful Fellow will work with the Host Institution to develop a personalised Fellowship Workplan that describes the activities that will be supported.

- The Fellowship Workplan will be based on the specific purpose, objectives and activities in the Fellowship TOR
- All Fellowship Workplans must be approved by the Fleming Fund Management Agent before the Fellowship grant agreement is signed. The Host Institution and the Fleming Fund Management Agent will be the parties to the grant agreement. This is the final step confirming appointment of Fleming Fellows.
- Fellows will be responsible for their own usual living costs and arrangements for the duration of the Fellowship, except when the Fellow is away from their usual place of work. It is expected that the Beneficiary Institution will continue to pay the Fellow's normal salary and work-related expenses. The Host Institution will pay all other expenses associated with implementation of the activities in the Fellowship Workplan except for the Fellow's usual living costs when they are at home, their salary and usual work-related compensation.
- Participation in a collaborative project is a requirement of all Fellowships. Host Institutions will mentor and supervise the Fellows and collaborators in the design, implementation and reporting of each project.
- The Host Institution and the Fleming Fund Management Agent will monitor progress in delivery of each Fellowship. If there are serious failings then a Fellowship may be terminated; In exceptional circumstances, Fellows may withdraw from the Fellowship Scheme if their circumstances demand it.
- Each Fellow will be required to submit standard reports specified in the Fellowship Workplan to the Host Institution and the Fleming Fund Management Agent.

Criteria for successful completion of the Fellowship

The successful completion of the Fellowship and the award of a Fellowship Certificate will be assessed on:

- Active participation in and satisfactory completion of all activities specified in the Fellowship Workplan.
- Evidence that all objectives listed in the Workplan have been achieved to an acceptable standard.
- Satisfactory participation in and completion of the design, implementation, analysis, reporting and dissemination of results to stakeholder for a collaborative project.
- Acceptance of all reports specified in the Fellowship Workplan, including a Final Report by the Fellow on their Fellowship achievements.

Fleming Fellowship Scheme Application Form

Please read the following documents in detail before considering the submission of an application:

- Fleming Fellowship Application Guidance Notes.
- Fellowship Terms of Reference (TOR) for the specific Fleming Fellowship you are applying for.

Please comply with the word limits provided, any text which goes beyond the set limit will not be considered in the application.

Eligibility and selection criteria

Selection of Fellows will be made by the Fleming Fund Management Agent in consultation with the selected Host Institutions and national stakeholders; final approval will be provided by the UK Department of Health and Social Care.

To be eligible for a Fellowship, applicants must meet the following criteria:

- Be a citizen or resident of the country.
- Hold a degree(s) in a subject related to the Fellowship or have at least five years' relevant professional experience.
- Show evidence of leadership or leadership potential in the area addressed by the Fellowship.
- Be endorsed by and accountable to the Beneficiary Institution named in the Fellowship TOR, which has authority and responsibility for the Fellow, and will benefit from the proposed Fellowship activities.

To satisfy these requirements, applicants will usually (but not always) be employees of a Beneficiary Institution.

Selection of successful applicants will take into consideration their prior experience and previous education and/or training related to the specific Fellowship they are applying for. Additional eligibility and selection criteria are described in the Fellowship TOR. If you have questions about your eligibility, please contact the nearest regional office of the Management Agent. Contact details can be found in the Applications section of the Fellowship TOR.

Application checklist

It is important that you correctly fill out all sections in this application form in English or French and attach all supporting documents requested. Applications with unanswered sections or incomplete documentation will not be considered.

Supporting documents must be verified true copies of original documents with the official stamp and signature of an authorised official in your country, notary public, or sighted by staff at a Fleming Fund Management Agent Regional Hub, the details of which can be found in the Applications section of the Fellowship TOR. Where original documents are not in English or French, you must provide verified true copies of official English or French translations.

- The purpose of verification is to ensure that copied documents have not been altered from the original. Submitting verified copies of documents with your application means that you do not have to send your original official documents.
- To verify an official document: Photocopy both sides of each page of the original document. Take both the originals and the copies to a person who is authorised to verify documents (e.g., a notary public, an official of the issuing authority, etc.). The authorised person must compare each page of the original document with the copy, place their official stamp on the copy, add the words "This is a true copy of an original document", then sign, write their name and date the page next to the stamp.

Each application MUST be accompanied by the following documents:

- Evidence of citizenship or residency, preferably a verified copy of the identity page of your current passport. If you do not currently hold a passport, please provide a verified copy of your national identity card or birth certificate (in English or French).
- Verified copies of the completion or graduation certificates for all academic qualifications listed in Section E (translated into English or French if necessary).
- Evidence of completion of training listed in Section E such as certificates. These do not need to be verified copies.
- Language proficiency test results or other acceptable evidence of proficiency in the language in which the Fellowship is offered (English or French).
- A Personal Statement of up to 500 words describing what you wish to gain from this Fellowship and how knowledge gained will enable you to contribute to the social or economic development of your country.
- An up-to-date Curriculum Vitae (CV) of no more than five pages.
- Completed Referee Form and Reference Letter from each of two referees.

Ensure you have completed all sections of this application form including signed declarations in Section I and J and provided all supporting documents required.

Submission

Please email completed forms and scanned copies of all documents required, prior to the closing date, to the contact provided in the Applications section of the Fellowship TOR.

If you have any questions, please contact the nearest Fleming Fund Management Agent Regional Hub using the same contact details as for Application submission.

SECTION A: FELLOWSHIP NAME, TERMS OF REFERENCE AND APPLICANT DETAILS	
Fleming Fellowship name	
TOR reference no.	
Country	

APPLICANT DETAILS			
Please note that your family name and other names should be the same as the official names on your passport or birth certificate.			<i>Attach a recent passport-sized photograph of yourself here, or email as a separate attachment</i>
First name(s)			
Family name/surname			
Preferred name			
Gender	<input type="checkbox"/> Male	<input type="checkbox"/> Female	
Date of birth (dd/mm/yy)			
Place of birth			
Country of citizenship (list all if more than one)			
Applicant contact details: Please give an address where you can be contacted when a decision is reached.			
Number and street name			
PO Box number			
Suburb/village			
Town/city			
District/province			
Country		Post code	
Home telephone number			
Work telephone number			
Mobile telephone number			
Email address (enter more than one if relevant)			
SECTION B: BENEFICAIRY INSTITUTION DETAILS			
Only individuals who are endorsed by and accountable to a Beneficiary Institution through employment, contract, or similar, such as formal secondment are eligible to apply for a Fleming Fellowship. The Beneficiary Institution for each Fellowship is clearly specified in the Fellowship TOR. If you have questions about your eligibility, please contact the nearest regional office of the Management Agent, their contact details can be found in the Applications section of the Fellowship TOR.			

Name of Beneficiary Institution	
Registered address of Beneficiary Institution	
Local physical address of Beneficiary Institution (office location)	
Local postal address of Beneficiary Institution	
SECTION C: APPLICANT EMPLOYMENT DETAILS	
What is your relationship to the Beneficiary Institution?	<input type="checkbox"/> Employed <input type="checkbox"/> Contracted <input type="checkbox"/> Seconded <input type="checkbox"/> Other, please specify _____
Current position/job title	
Time in this position (months/years)	
Total time working at Beneficiary Institution (months/years)	
Responsibilities in this position	<p><i>In no more than 300 words, summarise your responsibilities in your current position, specifically highlighting those responsibilities of immediate relevance to the Fellowship you are applying for.</i></p>

<p>Relevant work history and professional experience</p>	<p><i>In no more than 300 words, summarise your relevant work history and professional experience over the last five years.</i></p>
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SECTION D: PERSONAL STATEMENT

Please attach a Personal Statement:

In no more than 800 words in a separate supporting document, please describe:

- a) What you wish to gain from the Fellowship.
- b) The specific professional development you are seeking.
- c) How your participation will meet the specific purpose and objectives described in the Fellowship TOR including contributing to sustainable advances in the Beneficiary Institution.

Please be as specific as possible as the information that you provide will be a major consideration in the selection of successful candidates.

SECTION E: EDUCATION AND TRAINING HISTORY

Please provide details of academic qualifications relevant to the Fellowship you are applying for.

Please provide English or French **verified copies** of academic degree, diploma and certificate qualifications you have listed.

<u>Qualification 1</u>			
Major subject/s			
Final result and/or score (%)			
Institution & location			
Language of teaching		Completed by distance education?	<input type="checkbox"/> Yes <input type="checkbox"/> No
Start Date (month/year)		End date (month/year)	
<u>Qualification 2</u>			
Major subject/s			
Final result and/or score (%)			
Institution & location			

Language of teaching		Completed by distance education?	<input type="checkbox"/> Yes <input type="checkbox"/> No
Start date (month/year)		End date (month/year)	
Qualification 3			
Major subject/s			
Institution & location			
Final result and/or score (%)			
Language of teaching		Completed by distance education?	<input type="checkbox"/> Yes <input type="checkbox"/> No
Start date (month/year)		End date (month/year)	
Please describe any additional professional training you wish to have considered as part of your application. Attach evidence of your completion of any training you describe below, but verified copies are <u>not</u> required.			
<u>Name of training 1</u>			
Subject or topic			
Training provider			
Type of training (tick all that apply)	<input type="checkbox"/> Theory training <input type="checkbox"/> Skills training <input type="checkbox"/> Distance/online <input type="checkbox"/> Workshop Management/leadership <input type="checkbox"/> Distance education <input type="checkbox"/>		
Start date (month/year)		End date (month/year)	
Evidence of completion attached	<input type="checkbox"/> Yes <input type="checkbox"/> Not available		
<u>Name of training 2</u>			
Subject or topic			
Training provider			
Type of training (tick all that apply)	<input type="checkbox"/> Theory training <input type="checkbox"/> Skills training <input type="checkbox"/> Distance/online <input type="checkbox"/> Workshop Management/leadership <input type="checkbox"/> Distance education <input type="checkbox"/>		
Start date (month/year)		End date (month/year)	
Evidence of completion attached	<input type="checkbox"/> Yes <input type="checkbox"/> Not available		

<u>Name of training 3</u>	
Subject or topic	
Training provider	
Type of training (tick all that apply)	<input type="checkbox"/> Theory training <input type="checkbox"/> Skills training <input type="checkbox"/> Distance/online <input type="checkbox"/> Workshop <input type="checkbox"/> Distance education <input type="checkbox"/> <input type="checkbox"/> Management/leadership
Start date (month/year)	End date (month/year)
Evidence of completion attached	<input type="checkbox"/> Yes <input type="checkbox"/> Not available
<u>Name of training 4</u>	
Subject or topic	
Training provider	
Type of training (tick all that apply)	<input type="checkbox"/> Theory training <input type="checkbox"/> Skills training <input type="checkbox"/> Distance/online <input type="checkbox"/> Workshop <input type="checkbox"/> Distance education <input type="checkbox"/> <input type="checkbox"/> Management/leadership
Start date (month/year)	End date (month/year)
Evidence of completion attached	<input type="checkbox"/> Yes <input type="checkbox"/> Not available
<u>Name of training 5</u>	
Subject or topic	
Training provider	
Type of training (tick all that apply)	<input type="checkbox"/> Theory training <input type="checkbox"/> Skills training <input type="checkbox"/> Distance/online <input type="checkbox"/> Workshop <input type="checkbox"/> Distance education <input type="checkbox"/> <input type="checkbox"/> Management/leadership
Start date (month/year)	End date (month/year)
Evidence of completion attached	<input type="checkbox"/> Yes <input type="checkbox"/> Not available
SECTION F: LANGUAGE PROFICIENCY	
<p>Specific language proficiency requirements for the Fellowship you are applying for (if any) are specified in the Fellowship TOR. In addition, applicants must be able to demonstrate a basic level of competency in written and spoken English or French in order to participate fully in regional Fellowship activities.</p>	

Applicants who have completed an academic qualification that has been taught and assessed in a language specified can be considered for an exemption from providing language proficiency test results. Details of the qualification must be included in Section E.

- I have completed an academic qualification that was taught and assessed in the language/s specified in the TOR, as described in Section E, and apply for exemption from providing language proficiency test results.

If you have NOT PREVIOUSLY completed an academic qualification in the language/s specified in the TOR, please provide evidence of proficiency by completing AT LEAST ONE of the sub-sections below.

- I have completed an internationally recognised language proficiency test in the last 24 months (e.g. IELTS - International English Language Testing System, TOEFL - Test of English as a Foreign Language, or other internationally recognised proficiency test). Please provide your test results in the relevant section below.
- I have just completed, or will complete in the next three weeks, an IELTS, TOEFL, or other internationally recognised language proficiency test, and will provide results as soon as these are available.
- I am submitting alternative evidence of language proficiency. Please append a detailed description to justify your eligibility.

Note: If you cannot provide sufficient recent evidence of the required language proficiency as specified in the TOR, you will be required to undergo testing to establish your eligibility under this criterion.

- I am submitting a verified copy of IELTS (International English Language Testing System) results

IELTS test date:	IELTS overall Score	
IELTS listening band	IELTS reading Band	
IELTS writing band	IELTS speaking Band	

- I am submitting a verified copy of TOEFL (Test of English as a Foreign Language) results.

TOEFL test date:	
Paper-based TOEFL score	Test of written English (TWE) score
Computer-based TOEFL score	Essay rating (ER) score
Internet-based TOEFL score	Writing (W) score

I am submitting a verified copy of results from another internationally recognised language proficiency test.

Name of Test:

Test date:

Overall score

Listening score

Reading score

Writing score

Speaking score

SECTION G: EXPERIENCE AND PROFICIENCY USING COMPUTERS AND THE INTERNET

Mark an "X" in the box in that indicates your experience and level of proficiency using the following technology in each row below. Self-assessments must be honest and realistic. Applicants for some Fellowships that rely on specific technologies may be tested at the time of selection interview.

Experience and proficiency	None	Basic	Intermediate	Expert
Email				
Use of the Internet to search for information relevant to the proposed Fellowship				
Previous online learning experience				
Microsoft Word				
Microsoft Excel				
Microsoft Access				
Microsoft PowerPoint				
Other Word Processor (specify):				
Other Spreadsheet (specify):				
Other Database (specify):				
Other Presentation software (specify):				
Epi Info				
R statistical software				
Other database or statistical analysis or spatial analysis software – please specify below and add rows as required:				

I will have full-time access to a laptop or desktop computer during the Fellowship period at home, at work or both.	<input type="checkbox"/> Yes <input type="checkbox"/> No
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I have access to the internet:

Unlimited access on a daily basis Limited access but more than 5 hours per week
 Limited access of less than 5 hours per week

SECTION H: REFERENCE INFORMATION

All applicants are required to provide two references. These should be from your current employer and where possible, a relevant government, university, or registered national or international non-government organisation. References must be written on the Referee Form provided and accompanied by a one-page Reference Letter in English or French. Both the Referee Form and Reference Letter must be completed by your referees and submitted **with your application form**. Please provide the names and contact details of your two referees below.

<u>Name of Referee 1</u>	
Organisation:	
Position/job title:	
Address	
Phone number	
Email address	

<u>Name of Referee 2</u>	
Organisation:	
Position/job title:	
Address	
Phone number	
Email address	

SECTION I: BENEFICIARY INSTITUTION ACKNOWLEDGEMENT

An authorised representative of the Beneficiary Institution must sign this Application Form before it will be reviewed, acknowledging they understand the following:

- The Fellowship will start on the date and continue for the duration indicated in the Fellowship TOR.
- Participants will generally be based in their own countries for the majority of the Fellowship but short-term placements of one or more months at other institutions abroad may be involved.
- Although Fellowship activities will generally be planned to fit alongside a person’s normal work responsibilities, it is likely that that reasonable changes to their daily routine, responsibilities, and duties will be required.

- In addition to strengthening key competencies of Fleming Fellows, the Fleming Fellowship Scheme is also designed to result in sustainable advances at the Beneficiary Institutions as well as supporting effective collaboration between Fellows and other institutions in the country and region. It is therefore important that applications are supported by the Beneficiary Institutions specified in the Fellowship TOR.
- If short-listed, the applicant will be matched with a Host Institution that has been separately selected by the Fleming Fund Management Agent. The applicant, the Beneficiary Institution and the Host Institution will work together to develop a Fellowship Workplan that details the specific activities that will be supported. Workplans must be reviewed and approved by the Fleming Fund Management Agent. Agreement on the Workplan by all parties and the signing of a Fellowship Agreement will serve as the final step confirming selection of the successful applicant as a Fleming Fellow.
- Beneficiary Institutions shall be jointly responsible with the Host Institution to support Fleming Fellows and ensure their full participation and their successful completion of the Fellowship Workplan. Should a Fellow fail to complete all aspects of the Fellowship Workplan, the Beneficiary Institution may be accountable for repayment of some or all of the related Fellowship programme costs.
- Fellows will be responsible for their own living costs and arrangements for the duration of the Fellowship. It is expected that the Beneficiary Institution will continue to pay the Fellow's normal salary and work-related expenses. The Host Institution will pay all other expenses associated with implementation of the activities in the Fellowship Workplan except for the Fellow's salary and usual work-related compensation.

An authorised signatory from the Beneficiary Institution should tick the following boxes and sign below:

- I understand and acknowledge the issues stated above.
- I agree to the participation of the applicant and a representative from the Beneficiary Institution in the development of the Fellowship Workplan in consultation with the appointed Host Institution and the Fleming Fund Management Agent if the applicant is short-listed, and understand that final selection of the Fleming Fellows will only be confirmed after agreement on the Fellowship Workplan by all parties.
- I understand that reasonable changes to the applicant's daily routine, responsibilities, and duties may be required in order to ensure the objectives of the Fellowship can be achieved, and confirm that any required changes, as specified in the agreed Workplan will be accommodated for the duration of the Fellowship.
- I understand that the Fellowship Workplan will also include activities targeted to the Beneficiary Institution, to strengthen collaboration with other Fleming Fellows and institutions on national and regional activities and will involve separately agreed collaborative projects. I confirm that these activities will be accommodated and supported by the Beneficiary Institution to ensure the objectives of the Fellowship are achieved.

Beneficiary Institution			
Full Name of authorised signatory		Position	
Signature		Date (dd/mm/yy)	

SECTION J: APPLICANT DECLARATION

The Fellowship applicant should tick the following boxes and sign below:

- If selected, I shall be available to participate in the Fleming Fellowship Scheme from the indicative start date and for the period of time specified in the TOR for the Fellowship that I am applying for.
- I understand that selection will only be confirmed after formalisation of a Fellowship Agreement, and development of a Fellowship Workplan in consultation with the Beneficiary Institution, the Host Institution, and the Fleming Fund Management Agent, and that is agreed between all parties. I agree to participate fully in the Workplan development process.

DECLARATION

I further confirm and declare that:

1. The information provided in this Application Form is true, accurate and complete.
2. I understand that supplying false or misleading information is a serious offence and may result in disqualification from eligibility or termination of the Fellowship, if offered.
3. I am not aware of any medical, personal or other circumstances (e.g. disability, illness, family or financial matters), which might prevent me from completing the Fellowship within the Fellowship term.
4. I agree to the disclosure of any and all information submitted as part of this Application as may be required by the Management Agent for the Fleming Fund.

PLEASE NOTE

By submitting this application for a Fellowship, you are agreeing to your personal data within the application being processed in accordance with our [Privacy Policy \(https://www.mottmac.com/privacy-policy\)](https://www.mottmac.com/privacy-policy). Your Personal data will be shared within the Fleming project team, the funder (the UK Department for Health and Social Welfare), and the Host Institution that you will be paired with. Your personal data will be used for the purposes of the Fellowship scheme only.

Full Name of Applicant			
Signature		Date (dd/mm/yy)	

Fleming Fellowship Scheme Application Guidance Note

Introduction

This guidance note has been developed to help you complete the Fleming Fellowship Application Form. This guidance note should be read in conjunction with:

- The Fellowship Terms of Reference (TOR) for the specific Fleming Fellowship you are applying for, and
- The Fleming Fellowship Scheme Application Form

You should use the Application Form to demonstrate that you are suitable and eligible for the Fleming Fellowship you are applying for and describe why and how the Fleming Fellowship Scheme could support you to meet the specific purpose and objectives of the Fellowship you are applying for, as set out in the TOR.

Eligibility and Selection Criteria

You should take careful note of the eligibility criteria listed in the Fellowship TOR. If you have any specific questions regarding eligibility, please get in touch with the relevant Fleming Fund Regional Hub whose contact details can be found in the Applications section of the Fleming Fellowship Scheme TORs.

While fluency in English or French language is not a requirement for all Fellowships, you must demonstrate a basic level of proficiency in written and spoken English or French to participate fully in the regional Fellowship activities.

Eligibility conditions may change in future calls for applicants as the programme expands its coverage.

To be eligible for a Fellowship, applicants must meet the following criteria:

- Be a citizen or resident of the country.
- Hold a degree(s) in a subject related to the Fellowship or have at least five years' relevant professional experience.
- Show evidence of leadership or leadership potential in the area addressed by the Fellowship.
- Be endorsed by and accountable to the Beneficiary Institution named in the Fellowship TOR, which has authority and responsibility for the Fellow, and will benefit from the proposed Fellowship activities.

To satisfy these requirements, applicants will usually (but not always) be employees of a Beneficiary Institution.

Selection of successful applicants will take into consideration their prior experience and previous education and/or training related to the specific Fellowship they are applying for.

Application Checklist

The Application Checklist lists the documents that must accompany completed applications. Please:

- Review the checklist carefully, including the specific information on how to verify official documents
- Ensure you submit all necessary supporting documents with your application. Incomplete applications will not be assessed by the selection team.

Section A: Fellowship Name, Terms of Reference and Applicant Details

Applications must be for a specific Fellowship as described in an advertised Fleming Fellowship TOR. The name of the Fellowship you are applying for, the Fellowship TOR reference number and the country must be stated at the top of Section A. This information can be found on the cover page of the Fellowship TOR.

When completing the Applicant Details section, please note that the family name and other names provided should be the same as those shown on the passport, identify card or birth certificate you are submitting a verified copy of.

Section B: Beneficiary Institution Details

Beneficiary Institutions are organisations in each country that have been identified through consultation by the Management Agent with national stakeholders which will:

- Receive support through the Fleming Fund Country Grants Programme and/or
- Add strategic value and complementarity to achieving the Fleming Fund aims in your country, and
- Are likely to derive sustainable benefit from the Fellowship activities.

The Beneficiary Institution for each Fellowship is stated on the front cover of the Fellowship TOR. Details of the Beneficiary Institution must be provided in this section.

Section C: Applicant Employment Details

You must confirm that you are endorsed by, and accountable through employment, contract, or similar arrangement to the Beneficiary Institution of the Fellowship you are applying for. You must also provide details of your current position/arrangement, including title and responsibilities at that Institution in no more than 300 words. When describing your responsibilities, you should focus on those most relevant to the Fellowship including any leadership or managerial responsibilities you might hold.

You should then summarise, in no more than 300 words, your relevant work history and professional experience over the last five years. Again, this should focus on describing the most relevant experience based on the information provided in the Fellowship TOR. A comprehensive, highly-detailed description is not needed here; more detail can be provided in an accompanying Curriculum Vitae (CV). In this Section you should focus on providing a summary of previous experience that demonstrates how you have advanced in capability and responsibility, leading to your current role.

Fleming Fellowships are designed to provide personalised professional development support to key individuals and to also result in sustainable improvements in the capacity of the Beneficiary Institutions. Helping the Fellowship selection team understand your role in relation to the designated Beneficiary Institution is therefore very important.

Section D: Personal Statement

You must provide a Personal Statement no more than 800 words and attach it as a separate document that addresses:

- a) What you wish to gain from the Fellowship.
- b) The specific professional development you are seeking.
- c) How your participation will meet the specific purpose and objectives described in the Fellowship TOR including contributing to sustainable advances in the Beneficiary Institution.

Personal Statements are a major consideration in the selection of the successful Fellows, and you are advised to be as concise and specific as possible.

Any text which goes beyond 800 words will not be considered.

Personal Statements should:

- Emphasise what you wish to achieve during and after the Fellowship, and do not focus on the past.
- Identify areas of weakness as well as areas of strength, and consider how both may be affected through the Fellowship.
- Briefly describe how your position and experience make you an excellent candidate to address the purpose and objectives of the Fellowship as described in the Fellowship TOR.

Section E: Education and Training History

You should provide details of any previous education and training that is relevant to the Fellowship you are applying for. Not all activities require specialised or postgraduate-level education but it is expected that most applicants will have at least an undergraduate qualification in a relevant field.

Verified copies must be provided in English or French for all academic degrees, diplomas and certificates listed.

In the bottom part of this Section, you are encouraged to list any other relevant training or experience you have completed that is related to the Fellowship you are applying for. Evidence of completion of training should be provided but verified copies of those are not required.

Section F: Language Proficiency

Specific language proficiency requirements for each Fellowship (if any) are specified in the Fellowship TOR. In addition, you must be able to demonstrate a basic level of competency in written and spoken English or French in order to participate in and benefit fully from national and regional Fellowship activities.

If you have completed an academic qualification that was taught and assessed in a required language, you can apply for an exemption from providing language proficiency test results by putting an "X" in the relevant box at the top of Section F. Details of the qualification must be included in Section E.

If you have not completed an academic qualification that was taught and assessed in a required language OR have not been tested under an internationally recognised language proficiency test system, you should submit alternative evidence of your language proficiency by submitting a detailed description along with your application that can be assessed by the Fellowship selection team. In such cases, this alternative evidence may need to be verified through language testing. If this applies to you, please contact the Fleming Fund Regional Hub to discuss further.

Section G: Experience and Proficiency using Computers and the Internet

You should indicate the level of your computer literacy in this section of the Application Form. Self-assessments must be honest and realistic. Some Fellowships rely on specific technologies and proficiency may be tested at the selection interview.

The level of competence required will vary significantly between Fellowships and expert proficiency is generally not expected. You should be honest in your self-appraisal as misleading information may negatively impact your performance during the Fellowship.

When required, training in some aspects of software use may be included as part of the Fellowship activities.

Ready access to a laptop or desktop computer and broadband internet connection is likely to be important for most Fellows, at least in the work setting. Fellowship outcomes that are dependent on specific needs for software and/or hardware will be discussed when the Fellowship Workplan is developed and if required such needs may be met through Fleming Fellowship Scheme funds.

Section H: Reference information

All applicants are required to provide two references which must be submitted **together with your application form**. Referees should be your current employer and where possible, a senior person from a relevant government, university, or registered national or international non-government organisation.

Each Referee must complete the Referee Form provided and provide a one-page Reference Letter written in English or French. Both the Referee Form and Reference Letter must be completed by your referees and submitted at the same time as your application.

Section I: Beneficiary Institution Acknowledgement

An authorised representative of the Beneficiary Institution for the Fellowship you are applying for must sign the Application Form. You should therefore discuss the Fellowship TOR with your senior managers in order to gain their support and also to ensure they understand:

- The purpose and objectives of the Fellowship, and the likely benefits and commitments required.
- How the Fellowship can build both your capability and the capability of the Beneficiary Institution.
- How the requirements of the Fellowship including demands on your time can be managed in relation to your normal work responsibilities.

In the Application Form, the Beneficiary Institution is required to specifically acknowledge that they understand:

- The Fellowship will start on the date and continue for the duration indicated in the Fellowship TOR.
- Participants will generally be based in their own countries for the majority of the Fellowship but short-term placements of one or more months at other institutions abroad may be involved.
- Although Fellowship activities will generally be planned to fit alongside a person's normal work responsibilities, it is likely that that reasonable changes to their daily routine, responsibilities, and duties will be required.
- In addition to strengthening key competencies of Fleming Fellows, the Fleming Fellowship Scheme is also designed to result in sustainable advances at the Beneficiary Institutions as well as

supporting effective collaboration between Fellows and other institutions in the country and region. It is therefore important that applications are supported by the Beneficiary Institutions specified in the Fellowship TOR.

- If short-listed, the applicant will be matched with a Host Institution that has been separately selected by the Fleming Fund Management Agent. The applicant, the Beneficiary Institution and the Host Institution will work together to develop a Fellowship Workplan that details the specific activities that will be supported. Workplans must be reviewed and approved by the Fleming Fund Management Agent. Agreement on the Workplan by all parties and the signing of a Fellowship Agreement will serve as the final step confirming selection of the successful applicant as a Fleming Fellow.
- Beneficiary Institutions shall be jointly responsible with the Host Institution to support Fleming Fellows and ensure their full participation and their successful completion of the Fellowship Workplan.
- Fellows will be responsible for their own living costs and arrangements for the duration of the Fellowship, except when on placement at the Host Institution. It is expected that the Beneficiary Institution will continue to pay the Fellow's normal salary and work-related expenses. The Host Institution will pay all other expenses associated with implementation of the activities in the Fellowship Workplan except for the Fellow's salary and usual work-related compensation.

Section J: Applicant Declaration

You must sign and date the Applicant Declaration section of the Application Form. Application Forms which are not signed and dated will not be reviewed.

You will only be confirmed as a Fleming Fellow when:

- A Fellowship Workplan has been developed with the Beneficiary Institution and the Host Institution which has been approved by the Fleming Fund Management Agent. You must agree to participate fully in the Workplan development process.
- A Fellowship Agreement has been signed by you, the Beneficiary Institution, the Host Institution and the Fleming Fund Management Agent.

Please contact the nearest Fleming Fund Management Agent Regional Hub if you have any questions or need advice in relation to the declarations made.

Fleming Fellowship Scheme

Referee Form

You have been asked to provide a reference for a candidate applying for a Fellowship under the Fleming Fellowship Scheme. References are an important part of the selection process and are treated in confidence by the selection team at the Fleming Fund. Further details of the Fleming Fund and Fleming Fellowship Scheme can be found below.

Referee Requirements

To provide a reference please complete the following documents:

1. A signed Referee Form (attached).
2. A one-page Reference Letter for the candidate, written by you on letterhead paper, providing your view on their perceived strengths and weaknesses and their potential to complete the Fleming Fellowship programme.

The original documents and digital or scanned copies of the completed Referee Form and Reference Letter should be given to the applicant for submission with their application.

*Thank you for assistance in identifying outstanding candidates for this programme
We appreciate your professional opinion and the time taken to complete your reference.*

The Fleming Fund

The UK Government's Department of Health and Social Care has established the Fleming Fund to respond to the global threat of antimicrobial resistance (AMR). The aim of the Fleming Fund is to address critical gaps in surveillance of antibiotic-resistant bacteria in low- and middle-income countries (LMICs) in Asia and Sub-Saharan Africa, which are set to bear the highest burden of antibiotic-resistant infections.

Political action has resulted in a roadmap for global response – the Global Action Plan on Antimicrobial Resistance (AMR)¹, published by the World Health Organisation (WHO). This is the blueprint for a multi-stakeholder global response to averting the burden of AMR, produced in collaboration with the United Nations Food and Agriculture Organisation (FAO) and the World Organisation for Animal Health (OIE), together with the WHO comprising the Tripartite Alliance.

¹ World Health Organization (2015) Global action plan on antimicrobial resistance
http://www.wpro.who.int/entity/drug_resistance/resources/global_action_plan_eng.pdf

Aligned with this Global Action Plan, various agencies including the Fleming Fund have supported the development of National Action Plans and the building of the evidence base and guidance for AMR surveillance, in participating countries. The Tripartite Alliance has also supported this work.

Mott MacDonald has been appointed as the Fleming Fund Management Agent and is responsible for the management of the Fleming Fund Grants Programme. The Fleming Fund Grants Programme provides financial support to strengthen capacity gaps identified in the National Action Plans of the participating countries. Support is provided via three funding channels, over a five-year period from 2017 to 2021:

- Country Grants – to support the implementation of national action plans for AMR
- Fleming Fellowship Scheme – to provide continuing professional development and leadership training opportunities for relevant fellows
- Regional Grants – supporting regional approaches to data sharing, use and response to AMR

The Fleming Fellowship Scheme

Aims and Objectives

The aim of the Fleming Fellowship Scheme is to advance the goals of the Fleming fund by supporting the professional development of key practitioners and change-makers in selected countries.

The objectives are:

- To enhance investments made through Country and Regional Grants for improved AMR and Antimicrobial use (AMU) surveillance.
- Encouraging peer-to-peer learning and joint problem-solving through participation in One Health communities of practice.
- Contribute to the global dialogue on combatting resistance.

The Fleming Fellowship Scheme focusses on professional development, capacity development and the promotion of a One Health approach.

Scope of the Fleming Fellowship Scheme

Initially the Fleming Fellowship Scheme will focus on 'Professional Fellows' from both the human health and animal health sectors who play an important role in implementing AMR and AMU surveillance in each eligible country. Professional Fellows will be drawn from laboratory technologists, medical and veterinary epidemiologists, clinical microbiologists or pharmacists.

The Fellowship Scheme will provide mentoring and support to improve skills and leadership capacity in the following areas:

- Quality of AMR diagnostic data.
- AMR and AMU data collection, management and analysis.
- Use of surveillance results to guide decisions and actions relating to AMR and to respond to inappropriate AMU.

Professional Fellows

Professional Fellows will be drawn from designated 'Beneficiary Institutions' in their country. Beneficiary Institutions are institutions that play an important role in implementing or supporting AMR or AMU surveillance within national surveillance systems. The purpose of the Fellowships is to strengthen the Beneficiary Institutions' capacity to address AMR and AMU at the same time as providing professional development for the Fellows.

Fleming Fellowships will:

- **Focus on advanced skills and leadership** to promote the application of best practice in workplace settings.
- **Focus on capacity development** of key individuals in the context of strengthening capacity of the Beneficiary Institutions supported by the Fleming Fund.
- **Utilise a One Health approach:** Fellowships will incorporate learning activities that cross the human, animal, and environmental sectors.

The Fellowships will be implemented by selected Host institutions (see below) and paid for by the Fleming Fund. The Host Institutions will nominate mentors, who will be experts in the relevant fields. The mentors will work with the selected Fellows to plan and deliver personalised professional workplans that could include:

- **Mentorship:** the mentor will be the Fellow's main point of contact within the Fellowship Scheme, providing a combination of remote and in-person support, including at the Beneficiary Institution.
- **Secondments:** Fellows may spend some time seconded into another workplace. Host Institutions will facilitate such secondments so that Fellows learn how other organisations work and gain applied knowledge and skills that can be taken back to the Beneficiary Institution.
- **Collaborative projects with colleagues and/or other Fellows:** Host Institutions will work with Fellows, their Beneficiary Institutions and sometimes other Host Institutions to identify relevant projects for applied learning. Collaborative projects will include a One Health component and/or inter-disciplinary work within or between countries. Host Institutions will support the Fellows and collaborative project participants to design and implement these projects as an integral part of their applied learning programme.
- **Specialised training:** Fellows may also benefit from specialised training in laboratory systems, surveillance or data analysis methods including One Health principles and approaches.

Fellowship packages delivered by Host Institutions will also provide institutional support and advice to the Beneficiary Institutions. Activities could include:

- **Capacity building for senior managers:** this could include participation in communities of practice, trainings or symposia, where this is feasible and cost-effective.
- **Participation in consultation meetings or workshops with mentors and visiting experts:** when practical, Host Institutions will assist other professionals from the Fellow's workplace to benefit from the guidance of mentors and technical experts during country visits, for example, by running seminars or providing practical support in the workplace setting.
- **Contributions to journals, publications and symposia:** where linkages with Host Institutions create opportunities for collaborative projects, efforts will be made to involve local professionals in uptake and dissemination of results, as well as the development of presentations and publications.

A priority for the Fleming Fellowship Scheme is the effective collaboration and building of networks and communities amongst Fellows and Host Institutions, across sectors, disciplines and countries. The Fleming Fund Management Agent will lead on facilitating this process with the support of Host Institutions.

The AMR Coordination Committee (AMRCC) and other national stakeholders:

- Have been involved in identifying strategic and thematic priorities for the Fleming Fellowship Scheme. They have also helped to identify appropriate Beneficiary Institutions, the staff of which are eligible to apply for Fellowships.
- May recommend individuals to apply for Fellowships.
- Will be consulted in the final selection of Fellows although the final decision to select Fellows rests with the Fleming Fund Management Agent and the UK Department of Health and Social Care.
- May also recommend potential Host Institutions who are best placed to address the capacity development needs of the Fellowships respectively.

FLEMING FELLOWSHIP SCHEME: REFEREE FORM

Referee's Name							
Position							
Organisation Name							
Address							
Telephone Number							
Email Address							
Candidate's Name							
How long have you known the candidate?							
In what capacity do you know the candidate?							
<i>Please choose the category that best describes the candidate against other colleagues, employees or students you have worked with</i>							
Qualities	Top 5%	Top 10%	Top 20%	Above average	Average	Below Average	Unable to Comment
Intellectual ability and academic standard							
Research ability							
Oral communication skills							
Written communication skills							
Ability to clearly express ideas							
Ability to analyse / synthesise information							
Adaptability to new situations / ideas							
Ability to take direction / criticism							
Organisational skills							
Independence and initiative							
Resourcefulness and creativity							
Ability to work in a team environment							
Leadership potential							
Ability to build and maintain relationships							
Personal integrity / honesty							
Emotional stability							
Motivation							
Enthusiasm / passion for the discipline							
Potential for future contribution to the discipline							
Signature				Date (dd/mm/yy)			