

Chandigarh State AIDS Control Society U.T., Chandigarh

Operational Research (OR)

Operational Research is the study of **“How to Make Decision Effectively”**

- HIV operations research (OR) has been defined as a process of identifying and solving programme problems with the goal of increasing the efficiency, effectiveness, quality, availability, accessibility and acceptability of services
- It helps to identify solutions to problems that limit program quality, efficiency and effectiveness, or to determine which alternative service delivery strategy would yield the best outcomes.

Objectives:

- To finalise research priorities in consultation with program divisions, partners and technical experts.
- To consolidate & disseminate “Research Outcome” for programmatic use.
- To identify the gaps in program to generate fresh evidences.
- To promote scientific publications in form of brief note, reports and articles.

Who does Operational Research?

Operational research is most successful when it is carried out by a **“Team of Program Implementers”** along with the **“Other Expertise”**, who works closely together in every stage of the research related activities, from the identification of the problem to the dissemination and utilization of results.

HIV/AIDS Research Plan (HRP)

As per NACO guidelines, State HIV/AIDS Research Plan is focused on commissioning time-bound research studies in a phased manner, with a multi-centric approach and evolving a strong mechanism to use research outcomes for programmatic purposes.

The two key activities under State HIV/AIDS Research Plan (SHRP) is setting priority areas for research in HIV/AIDS and to commission & initiate research studies on the key priority areas.

Empanelment of Research Agencies/ Institutions

The SI-in-charge / Technical Expert-SPIR at SACS are requested to empanel local research/academic institutions based upon their interest and the eligibility criteria mentioned below.

- All the empanelled agencies should submit details of their institutions, including: Registration details, type of organization, years of experience in research, years of experience in HIV/AIDS, financial turnover capacity, key personnel details and their interest for being part of this empanelment.
- The empanelment can be reviewed annually by the RRC(Research Review Committee at SACS level), for engagement and/or discontinuation of institutions.

Eligibility Criteria for the Institutions

- This operational research should be conducted by any local academic or research institutions in the state and empanelled by the SACS.
- The institution/ key person of the institution, should be having prior experience in HIV/AIDS sector
- The study can also be conducted through the post-graduation students as part of the final year internships/ project or experienced faculty personnel’s.

Meeting with Empanelled Agencies for selection of agency for the appropriate topics

- A structured meeting to be conducted by Chandigarh SACS with the empanelled agencies/institutions.
- As part of the meeting, the priority topics of research and the financial limit should be shared by SACS.
- The agencies are requested to submit detailed proposal, draft study tools and budget based upon their willingness and discussion with SACS.
- Based upon the technical competency and budget the agency will be finalized for each of the respective topics.

Memorandum of Understanding and its key aspects

- A Memorandum of Understanding (MoU) will be signed between SACS and the selected agency, indicating the research topic, agreed budget and time-line.

The MoU should detail on the technical and financial deliverables clearly as mentioned below:

- Finalized study protocol and tools.
- Institutional/ Ethical Review Board (IRB) approval
- Implementation plan
- Final study report (Soft and hard copies)
- Final expenditure statement
- Raw Data (Quantitative and Qualitative)
- Dissemination/ Publication plan

The MoU should also clearly mention the disbursement of fund in the 40:40:20 ratio.

NACO payment term & conditions

The first 40 percent of budget to be disbursed after signing the agreement, second 40 percent after completing the data collection and the final 20 percent, after submission of technical and financial proposal.

- The status of MoU should be reported SI-RE, **NACO for reference.**

Dissemination and Publication

- The final report should acknowledge the role of SACS in technical and financial support.
- A dissemination meeting should be organized with appropriate stakeholders at the State level.
- The dissemination meeting needs to be informed to NACO.
- Any publication from this research should be submitted to SACS for review and approval.
- It is suggested to take SACS on-board on planning for any kind of publication (including peer-reviewed scientific publication) from the beginning.
- An identified person from SACS should be considered as the co-author of any peer-reviewed scientific publication.