Local Vaccine Deployment Plan  
Country: [insert country name]

## Version: [xx] (Template Version 09 March 2021)

**Note**: This template is derived from the [Guidance on Local Vaccine Deployment](https://www.un.org/sites/un2.un.org/files/guidance_on_local_vaccine_deployment_covid19_vaccine_programme_for_un_personnel.pdf). Please refer to this document for additional information. Please feel free to reach out to the Global Vaccine Deployment Support Team (GVDST) for support at [covidvaccines@un.org](mailto:covidvaccines@un.org).

# Local Vaccine Deployment Coordinator and Team

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| **Project Role** | **Name** | **UN Entity, Function/Title** | **Email** | **Phone number** |
| Local Vaccine Deployment Coordinator |  |  |  |  |
| Communication Focal Point |  |  |  |  |
| Vaccine Registrar |  |  |  |  |
| Medical Administrator |  |  |  |  |
| Logistics Officer |  |  |  |  |

# Country-Adjusted Deployment Model

The countries where vaccine will be deployed have been categorized into four distinct groups:

**Model A**: Country with one duty station with small UN covered population served by one major UN facility (either UN clinic or DPO)

**Model B**: Country with medium to large UN population, possibly with multiple duty stations, served by several UN facilities (UN clinic, DPO, other UN agency such as IOM, etc.).

**Model C**: Country with one duty station with small to medium population, with no UN healthcare facility, served by third party/private/ national health services, and/or UN designated physician.

**Model D**: Duty station with small population with no UN health facility and little to no medical Infrastructure

|  |  |
| --- | --- |
| **Select Model(s) most applicable:** |  |
| **Comments:** |  |

# Scope of Vaccination Effort

## Confirm Population Size

|  |  |
| --- | --- |
| UN Personnel and eligible dependents | *Include breakdown per UN entity* |
| Retirees |  |
| INGOs and other implementing partners | *List major INGOs/implementing partners* |
| Uniformed personnel (and dependents) deployed by the UN | *Breakdown per contingent/nationality* |

## Geographic Distribution

*Include breakdown per location / duty station if applicable*

## High-Risk / Priority Groups

*Estimate number of high risk / priority groups, in line with the UN Medical Directors’ recommended prioritization of occupational risk groups and with WHO SAGE prioritization roadmap.*

# Vaccination Sites and Teams

*Identify vaccination sites, capacity (no. of vaccinations per day), vaccination proficiency level at each location, and geographical gaps*.

*Describe process of preparing vaccination teams and setting up vaccination sites.*

# Vaccine Transportation, Storage and Inventory Management

*Outline how the receipt, storage and onward distribution of vaccine will be set up in country, considering cold chain requirements and import clearances.*

**Important: The Logistics Officer is required to fill out the online form with shipping and import information for GVDST as soon as possible, in order to allow for repackaging and prepare shipments from central warehouse. The form is available at:**

<https://forms.office.com/Pages/ResponsePage.aspx?id=2zWeD09UYE-9zF6kFubccC54QpIJWg9KpeVl3F262_1UNk1ESTFNN0Q0V1E4QktENkUzTUVWWFBRUSQlQCN0PWcu>

Note: Before initiating a shipment of vaccine doses to a country team, the GVDST will require a confirmation from the LVDC that the host nation has granted clearance for the shipment to be imported into the country, to avoid situations where vaccines are delayed in customs

# Critical Gaps and Needs for Support from the GVDST

*Identify needs for additional support components (medical, logistics, etc., such as mobile vaccination teams) that cannot be sourced locally in a timely manner:*

# Timeline

*Identify a possible / desired start date for the vaccination effort to begin in country.*

*Outline the sequence and timeline for vaccinating high-risk / priority groups and the rest of the eligible population.*

# Engagement with local authorities

*Identify relevant local authorities (health authorities etc.) to engage to obtain the necessary authorizations to import covid-19 vaccine into country.*

Note: Standardized Note Verbales will be made available centrally, stating the purpose of the vaccination program, putting it into context with the COVAX and national covid-19 vaccinations programs.

# Outreach and Registration

*Identify key personnel across the country team responsible for orchestrating the outreach and registration of eligible individuals / vaccine candidates using the online Vaccine Administration Platform.*

# Communication Strategy

*Outline communication strategy, including how to engage UN community and focal points across the country team. Consider public-facing communication to local officials and population.*

*The strategy should be consistent with the UN global communications strategy endorsed by the Field Communications Working Group, to be posted on the program’s SharePoint site:* [*https://unitednations.sharepoint.com/sites/CovidVaccine*](https://unitednations.sharepoint.com/sites/CovidVaccine)