Rule 5 of the Rules of Procedure of the World Health Assembly, as amended by the Seventy-second World Health Assembly,¹ provides that any proposal for inclusion on the provisional agenda of the Health Assembly of any item proposed by, inter alia, a Member State or an Associate Member, must be accompanied by an explanatory memorandum.

The explanatory memorandum must reach the Director-General no later than four weeks before the commencement of the session of the Board at which the provisional agenda of the Health Assembly is to be prepared.

The Seventy-second World Health Assembly further decided to recommend that the explanatory memorandum be limited to 500 words.²

In accordance with decision EB144(3) (2019), the Secretariat has developed the following template to assist Member States in submitting the explanatory memorandum referred to above.

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¹ Decision WHA72(22) (2019), operative paragraph (1). The text of the amended Rule is set out in the Annex to document A72/51.

² Decision WHA72(22) (2019), operative paragraph (1).
EXPLANATORY MEMORANDUM FOR THE INCLUSION OF ITEMS ON THE PROVISIONAL AGENDA OF THE HEALTH ASSEMBLY

In completing this memorandum, you are kindly invited not to exceed 500 words.

1. Member State or Associate Member submitting the proposal.

.................................................................

2. Title of the proposed item.

.................................................................

3. Rationale behind the proposal to include the above mentioned item.

Information in this regard may relate, inter alia, to:

• the link of the proposed item to the Thirteenth General Programme of Work 2019–2023;

• the 2030 Agenda for Sustainable Development;

• the triple billion targets as expressed in the Programme Budget 2020–2021;

• other relevant programmatic documents; and/or

• the criteria for inclusion of proposed additional items in the provisional agenda of the Executive Board, namely, proposals that address a global public issue, or involve a new subject within the scope of WHO or an issue that represents a significant public health burden.

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1 In accordance with Rule 5 of the Rules of Procedure of the World Health Assembly.