

WHO reform

Written statements: guidelines for Member States

1. Following the application, on a trial basis, of the guidelines for written statements submitted by Member States relating to sessions of the Executive Board and the Health Assembly, the Executive Board decided through decision EB149(3) (2021) that the said guidelines would thenceforth be applied to written statements relating to sessions of the Board.

2. Through the same decision, in order to ensure a consistent approach between the governing bodies, the Board also recommended to the Seventy-fifth World Health Assembly the adoption of a decision with respect to written statements relating to sessions of the Health Assembly submitted by Member States. The guidelines on written statements submitted by Member States are contained in the Annex to this report.

ACTION BY THE HEALTH ASSEMBLY

3. The Health Assembly is invited to note the report and to adopt the decision recommended by the Executive Board in decision EB149(3) (2021).

ANNEX

WRITTEN STATEMENTS – GUIDELINES FOR MEMBER STATES¹

1. The following guidelines apply to written statements by Member States, relating to sessions of the World Health Assembly and Executive Board, to be posted on the dedicated WHO webpage.
2. Written statements are made available for information purposes. They are intended to stimulate debate and enable delegations to complement their oral interventions during the meetings of the WHO governing bodies. For example, they may expand upon the information provided by the Member State concerned during the discussion or may describe country experiences relevant to the agenda item concerned. Written statements may be submitted independently from the delivery of an oral intervention during the meeting, provided that they relate to an item on the agenda.
3. Member States may submit written statements by sending them to the following email address: statements@who.int. Statements intended for oral delivery must be submitted separately to the email address: interpret@who.int.
4. Written statements may be submitted until the closure of the relevant session of the Health Assembly or Executive Board. Such statements will remain published until the closure of the relevant body's equivalent session two years later. Statements submitted after the closure of the relevant session of the Health Assembly or Executive Board will not be accepted.
5. For readability purposes, Member States are invited to limit their statements, as well as statements submitted on behalf of a region or group of countries, to 500 words and 800 words, respectively.
6. Each statement should clearly identify:
 - (a) the Member State submitting it or, in the event of regional statements, the region or group of countries on behalf of which the statement is submitted; and
 - (b) the governing body session and specific agenda item to which the statement relates.
7. Written statements should contain text only. No photographs, diagrams, maps or other media materials may be included.
8. Written statements may be provided in any of the six WHO official languages (Arabic, Chinese, English, French, Russian and Spanish) and will be published in the format and language of submission. Member States may provide translations of their written statements into one or more of WHO official languages, if they so wish. Such translations should be clearly marked with the words "unofficial translation".
9. Member States assume full responsibility for the content of their statements.

¹ See document EB149/2021/REC/1, Annex 2.

10. Written statements should address the agenda item in respect of which they are submitted. They must not include any offensive language, including with respect to other Member States.
11. The opportunity to post written statements on the dedicated webpage is without prejudice to the content of Member States' oral interventions during the meetings of the WHO governing bodies.
12. Written statements do not replace or supplement the official records of the relevant meetings of the WHO governing bodies and do not constitute official WHO documents. The official records of meetings of the WHO governing bodies are exclusively based on statements delivered orally during the meeting, not the content of any written statement that the delegation concerned may have also submitted. The official records constitute the exclusive authoritative record of proceedings.
13. The WHO logo will not appear on the statements but will appear on the webpage where the statements are posted.

= = =