Officers of the Executive Board

Consultation on Terms of Reference

23 September 2024

World Health Organization

Purpose

- **Mandate**: EB decision 154(3) (2024) asked the Director-General, in consultation with Member States, to prepare draft terms of reference to strengthen the effectiveness of the functioning of the Officers of the Executive Board for consideration by the Board at its 156th session in 2025.

- **The purpose of today consultation is to:**
  - Brainstorm on elements which could be included in the draft Terms of Reference;
  - Inform the draft Terms of Reference to be prepared by the Secretariat for consideration in an additional consultation later this year.

- For the purposes of this presentation the term **"Bureau"** describes the Officers as a group.

Timeline

- **Current Consultation**: Identify elements for inclusion in draft terms of reference to strengthen the effectiveness of the functioning of Officers (September 2024)

- **Second Consultation**: Secretariat to prepare draft Terms of Reference for consultation with Member States (prior to EB156 in February 2025)

- **Board Consideration**: Draft terms of reference presented to Board for consideration (February 2025)

Outline

- **This presentation provides an overview of the:**
  - Purpose and timeline of the consultive process;
  - Current functions of the Officers, individually and as a “Bureau”;
  - Current time commitment of the EB Bureau;
  - Areas for feedback:
    - Potential criteria for the officers of the Board
    - Potential additional tasks for the Officers of the Board
    - Potential additional tasks for the EB Bureau

Current functions of the Chair of the Board

- The **Chair:**
  - declares the opening and the closing of each meeting;
  - directs the discussions;
  - accords the right to speak;
  - puts questions;
  - announces decisions; and
  - ensures the application of the rules.

- In addition, the **Chair** has the following roles:
  - preside over the Selection Panels of the Public Health Prizes and Awards, which meet in the margins of the Jan/Feb EB; there are five to six panels a year (non- delegable);
  - represent the EB at the WHA, including providing information to the relevant Committee on agenda items considered during the sessions of the EB preceding the WHA;
  - ex officio member of the PBAC and SCHEPPR;
  - serve in an advisory function to the Director- General in convening and/or determining the place of any EB special session

Current functions of the other Officers

- **Vice-Chairs** have the same functions and duties as the EB Chair when acting as Chair**;**
- In addition, the **Vice-Chairs** may be requested to represent the EB at the WHA, including providing information in the relevant Committee on the agenda items that were considered during the sessions of the EB preceding the WHA;
- One of the **Vice-Chairs** is an ex officio member of the PBAC and of the SCHEPPR;
- The **first Vice-Chair** is also a member of the Selection Panel for the Nelson Mandela Award for Health Promotion, which meets annually on the margins of the Jan/Feb EB;
- **The Rapporteur** is responsible for confirming that resolutions and decisions and reflect EB deliberations.

Current role of EB Bureau

- **From the EB draft provisional agenda to the EB provisional agenda**:
  - The Bureau works with the Director-General in establishing the EB provisional agenda through consideration of proposals for additional agenda items.
  - The Bureau, together with the Director-General, may recommend the deferral or exclusion of additional agenda items. The annotated provisional agenda contains any such recommendations and their explanations.
- **The minutes of the meetings of the Bureau are:**
  - Posted on the GBS webpage under the heading “Officers of the Board”;
  - Attached to the annotated provisional agenda of each EB session,
  - Communicated to the Member States via email.
- **Regional coordinators** are invited to observe the Bureau meetings.

Current time commitment of the EB Bureau

- In addition to the formal sessions of the Board, the Bureau is invited to:
  - two Bureau meetings per year, in a virtual, hybrid or in-person format, to discuss the provisional agenda of the EB with the Director-General (i.e. March, September/October);
  - other informal or formal virtual, hybrid or in-person meetings, as needed.

Potential criteria for the Officers of the Board

- **Should criteria be set for serving as an Officer? If so, what might these cover:**

  - Expertise in relevant fields;
  - Availability to serve throughout the elective term;
  - Commitment of sufficient time to provide leadership on discussions of technical and policy issues;
  - Strong communication skills in one or more of the WHO official languages;
  - Experience in chairing meetings and facilitating collaboration.

Potential additional tasks of the Bureau

- **Areas for consideration:**
  - Ability to serve as a consultative body for the Director-General;
  - Responsibility in preparing agenda items;
  - Role in resolutions and decisions management;
  - Role in agenda management;
  - Role in resolution of differences among Member States;
  - Regional representation role, in consultation with the regional coordinators.

Potential additional tasks of the Officers

- **Areas for consideration:**
  - (When acting as Chair) direct the debate, including based on guiding questions;
  - Actively facilitate the achievement of consensus