



**World Health
Organization**

REGIONAL OFFICE FOR **Africa**

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Provisional agenda item 8.12

**TERMS OF REFERENCE OF THE MEETINGS OF AFRICAN REGION DELEGATIONS
TO THE WORLD HEALTH ASSEMBLY AND THE EXECUTIVE BOARD**

Report of the Regional Director

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PROCEDURES

In order to improve the implementation of the Terms of Reference of the Meeting of African Delegations to the World Health Assembly and the Executive Board (AFR/RC56/INF.DOC/5, AFR/RC56/24 para 196–198, AFR/RC57/INF.DOC/5) adopted by the WHO Regional Committee for Africa at its Fifty-seventh session in Brazzaville, Republic of Congo, in 2007, the meetings of African Region Delegations to the Sixty-second World Health Assembly (2009) and the Fifty-ninth Session of the WHO Regional Committee for Africa, held in Kigali, Rwanda, agreed as follows:

1. INTRODUCTION

The above-mentioned Terms of Reference remain the guiding document in relation to the Meetings of African Region Delegations to the World Health Assembly (WHA) and the Executive Board (EB).

2. WORLD HEALTH ASSEMBLY (USUALLY IN MAY)

- 2.1 Based on the provisional agenda of the WHA, issued after the EB in January, the African Group Coordinator based in Geneva will propose assignment of selected agenda items to Member States by the end of February, in consultation with the African Union and the Regional Director.
- 2.2 On the basis of the provisional agenda of the WHA, provided by the EB in January, the Regional Director will provide technical briefings to the Member States on selected agenda items by 15 March and, thereafter, on any items added to the provisional agenda.
- 2.3 The ministers of health or heads of delegation of assigned countries will send their draft statements to the African Group Coordinator in Geneva by 1 April.
- 2.4 By 10 April at the latest, the African Group Coordinator in Geneva will facilitate meetings of representatives of the African Region diplomatic missions to consider the proposed draft statements and proposals for amendment of resolutions, in consultation with their respective capitals and taking into account technical advice from the Regional Office.
- 2.5 The African Group Coordinator can visit the Regional Office at any time for required technical support from WHO.
- 2.6 By 10 of May at the latest, the revised draft statements referring to the agenda items will be sent by the Regional Director to all the ministers of health of the African Region and the African Group Coordinator in two working languages (English and French).
- 2.7 During the first coordination meeting, usually on the Saturday preceding the opening of the WHA, and subsequent daily meetings of the African Region Delegations to the WHA, the ministers and heads of delegation will discuss and agree on the content of the statements.
- 2.8 The Regional Director will make arrangements to register, as soon as possible, the Chairman of the Regional Committee, and the Representative of the African Union among the first speakers at the general discussion in the plenary after the Director-General's statement, such that the statement of the Chairman of the Regional Committee

will precede that of any Member State of the African Region, in regard to the mission assigned to the Member State concerned.

3. EXECUTIVE BOARD (JANUARY SESSION)

- 3.1 Based on the provisional agenda of the Executive Board (EB), the African Group Coordinator will propose the assignment of selected agenda items to the Member States of the African Region serving on the Executive Board by mid-October **or** as soon as the provisional agenda is posted, in consultation with the African Union and the Regional Director.
- 3.2 The Regional Director will provide technical briefings to all Member States of the African Region on the selected agenda items by the third week of October and, thereafter, on any items added to the provisional agenda.
- 3.3 Members or Alternate Members of the Executive Board from assigned countries will send their draft statements to the African Group Coordinator in Geneva by the end of October.
- 3.4 During the first week of November, the African Group Coordinator in Geneva will facilitate meetings of representatives of the African Region diplomatic missions to consider the proposed draft statements and proposals for amendment of resolutions, in consultation with their respective capitals and taking into account technical advice from the Regional Office.
- 3.5 The African Group Coordinator in Geneva can visit the Regional Office at any time for required technical support from WHO.
- 3.6 During the first week of December, the revised draft statements referring to the agenda items will be sent by the Regional Director to the Executive Board Members with copies to all the ministers of health of the African Region and the African Group Coordinator in two working languages (English and French).
- 3.7 During the first coordination meeting, usually on the Saturday preceding the opening of the EB, and subsequent daily meetings, the delegations of the African Region will discuss and agree on the content of the statements on behalf of the African Region.



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REGIONAL OFFICE FOR **Africa**

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**TERMS OF REFERENCE OF THE MEETINGS OF AFRICAN DELEGATES
DURING THE WORLD HEALTH ASSEMBLY**

Information document

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PROCEDURES

In view of improving the implementation of the Terms of Reference of the Meeting of African Delegations to the World Health Assembly (AFR/RC56/INF.DOC/5, AFR/RC56/24 para 196–198) adopted by the WHO Regional Committee for Africa in its fifty-sixth session held in Addis Ababa in 2006, the Meeting of African Delegations to the Sixtieth World Health Assembly (2007) agreed to the following:

1. INTRODUCTION

The above-mentioned Terms of Reference remain the guiding document in relation to the Meeting of African Delegations to the World Health Assembly (WHA) and the Executive Board (EB);

2. WORLD HEALTH ASSEMBLY (USUALLY IN MAY)

- 2.1 Based on the provisional agenda of the WHA, the Regional Director will provide technical briefings and propose assignment of agenda items to Member States by the end of March;
- 2.2 The ministers of health or heads of delegations of assigned countries will send their draft statements to the Regional Director and African Union Group in Geneva by 15 April;
- 2.3 By 20 April at the latest, the coordinator of the African Union Group in Geneva will facilitate meetings of Representatives of the African Region diplomatic missions to consider the proposed draft statements and proposals for amendment of resolutions, in consultation with their respective capitals and technical advice from the Regional Office;
- 2.4 During the last week of April, the coordinator of the African Union Group in Geneva will visit the Regional Office to finalize the draft statements with technical support from the Regional Office;
- 2.5 During the first week of May, the revised draft statements referring to the agenda items will be sent by the Regional Director to all the ministers of health of the African Region in two working languages (English and French);
- 2.6 During the first coordination meeting, usually on the Saturday that precedes the opening of the WHA, and subsequent daily meetings of the African Delegations to the WHA, the ministers and heads of delegations will agree on the contents.

3. EXECUTIVE BOARD (JANUARY SESSION)

- 3.1 Based on the provisional agenda of the Executive Board (EB), the Regional Director will provide technical briefings and propose assignment of agenda items to the Member States by mid-October;
- 3.2 The Members of the Executive Board or Alternates of assigned countries will send their draft statements to the Regional Director and African Union Group in Geneva by the end of October;

- 3.3 During the first week of November, the coordinator of the African Union Group in Geneva will facilitate meetings of Representatives of the African Region diplomatic missions to consider the proposed draft statements and proposals for amendment of resolutions, in consultation with their respective capitals and technical advice from the Regional Office;
- 3.4 During mid-November, the coordinator of the African Union Countries in Geneva will visit the Regional Office to finalize the draft statements with technical support from the Regional Office;
- 3.5 During the first week of December, the revised draft statements referring to the agenda items will be sent by the Regional Director to the Executive Board Members with copies to all the ministers of health of the African Region in two working languages (English and French);
- 3.6 During the first coordination meeting, usually on the Saturday that precedes the opening of the EB, and subsequent daily contacts, the Delegations of the African Region will agree on the contents of the statements on behalf of the African Region.