



Terms of Reference for the Resources Working Group RBM Partnership Working Group

I. Background¹

In accordance with the Operating Framework of the Roll Back Malaria (RBM) Partnership, the Partnership Board approved the establishment of a **RBM Resources Working Group** on 28 March 2003. The Working Group (WG) will be supported by the Partnership Secretariat to fulfill its terms of reference as noted below. The WG will focus on issues of increasing and sustaining global and country resources available for malaria control programs. The work of this group will involve achieving consensus on resource mobilization approaches for agreed strategies designed to scale-up implementation of RBM related programs and initiatives including support for evidence-based best practices. The WG will take into consideration recommendations of relevant WHO Expert Committees. Recommendations to the Board arising from the WG should be useful and adaptable to local situations (bearing in mind intercountry and intra-country differences in needs and context, and existing local mechanisms for securing such advice). The WG is further guided by the overall commitment of the RBM Partners to: (i) partnership and capacity building, (ii) harmonization, accountability and transparency in scaling-up actions; and (iii) bridging the gaps between technical and programmatic support needs at country level.

The WG is mandated to consider evidence based policy decisions and make recommendations on steps needed to scale up malaria control. The Board would ratify recommendations of the WG.

II. Purpose/Rationale

The establishment of the WG is a response to the expressed need for greater proactivity by RBM Partners, including endemic countries, to collectively address issues of financing gaps and resource utilization in RBM related programmes and initiatives.² RBM targeted resource mobilization efforts and the emergence of the Global Fund to Fight AIDS, Tuberculosis and Malaria (GFATM) underscore the importance of establishing mechanisms of cooperation among RBM Partners to reduce duplication of resource mobilization efforts of, and financial assistance provided to countries through bilateral or multilateral sources.

The WG is to serve as an advisory body to the RBM Partnership Board in connection with the objectives to: (i) enhance the RBM Partnership's capacity to mobilize new resources for country malaria control actions, including prevention, (ii) ensure the effective utilization

¹ Ref.: Minutes of the RBM Steering Committee Meetings/Teleconferences, June – December 2002; and the Proposed Operating Framework for the RBM Partnership (Revised Draft of 9 December 2002)

² Report of the External Evaluation of Roll Back Malaria, August 2002; and Report of the Commission on Macroeconomics and Health, December 2002.

of available financial allocations. Members of the WG would also review financial flows data used by the RBM Partnership for advocacy or international reporting to ensure consistency and accuracy of information disseminated on malaria control including prevention actions.

RBM Partners will host the WG on a rotating basis determined annually to broaden contributions and participation of the Partners.

III. Functions of the Working Group

The WG will:

- Provide considered guidance to the RBM Partnership on options for the financing of effective and sustainable malaria control (e.g., a Global Facility for antimalarial combination therapies);
- Coordinate partner efforts to track resources spent on malaria control (e.g., National Health Accounts malaria sub-accounts exercises);
- Coordinate and help prioritize partner efforts to conduct studies on the economics of malaria control that serve to enhance partner use of funds in malaria control.

These functions reflect short-term priorities and will be revisited periodically to ensure continued relevance.

IV. Membership

The WG will be comprised of members drawn from a variety of institutions and representing a broad range of disciplines necessary to fulfill the above-noted functions. The membership of the WG will be determined through a process approved by the RBM Partnership Board using the following selection criteria: *(i) balance of expertise and experience to address the above noted WG functions; (ii) knowledge of malaria and malaria-related issues; (iii) geographic representation; and (iv) commitment to active participation.*

Members will include representation from the RBM Partners with particular interest or experience in the area of financing and resource mobilization. However, outside consultants or experts may be invited on a one off basis to attend meetings of the WG depending on the issues to be addressed in order to assure the quality of decision-making processes and recommendations presented for Board consideration.

The WG members will be representatives of countries, agencies, and other groups selected on the following basis to ensure a wide representation of the RBM Partnership:

- *UNICEF (headquarters or regional offices)*
- *World Bank and regional development Banks (Inter-American Development Bank, Asian Development Bank, and African Development Bank)*
- *WHO (headquarters or regional offices)*
- *GFATM*
- *RBM OECD constituency Board members*
- *BMGF*
- *UN Foundation*
- *UNITAID*
- *Other development or funding agencies (agencies rotating every 2 years) providing bilateral or multilateral financial assistance for malaria control programmes*
- *Other RBM partner groups (groups rotating every 2 years) including selection from among*
 - *private sector (i.e. pharmaceutical industry, multinational corporations etc),*
 - *non-governmental organizations,*

- foundations
- academic or research groups (e.g., LSHTM, RFF, Global Forum for Health Research.)
- specialized firms (e.g., MSH, Abt Associates); and
- other relevant public-private partnerships (e.g., UN Millennium Project etc.)
- Endemic Countries (countries rotating every 2 years)
 - Including representatives from Ministries of Health as well as Finance and Economic Planning/Cooperation
- RBM Partnership Secretariat

V. Structure

A representative of the organization hosting the Group will chair the WG. Members of the WG will elect an Alternate Chairperson and Rapporteurs. The Chairperson will lead discussions and summarize points of agreement.

Sub-working groups can be created by the WG to facilitate information gathering, preparation of position papers or reports for the Board etc., and will have task-specific lifespans. The reports of sub-working groups will be submitted for review through the WG Chairperson.

VI. Working Procedures

i. Guiding Principles

The WG will work according to an annual programme of work that takes in account the above noted functions of the WG and prevailing requirements to scale-up country malaria control including prevention actions.

The WG will focus on aspects of its programme for which it can provide “value added”, and can request an individual RBM Partner to take specific lead actions as appropriate and commensurate with that Partner’s mandate or area of expertise.

The selection of host partner and the elected officers will be drawn from the members of the WG.

ii. Convocation of Meetings

Ordinary Meetings: The WG Chairperson will call the WG meetings in line with the programme of work, and following informal consultation with the Partnership Secretariat and other WG members on the suitability of proposed meeting dates.

Ad Hoc Meetings: Meetings on issues requiring the urgent review of the WG will be organized on an ad hoc basis if called for by the Partnership Board or Secretariat.

iii. Types of Meetings

In the interest of efficient use of time and limiting costs associated with meetings, the WG will complement face-to-face meetings as held at a host partner’s site with virtual meetings (i.e. teleconferences and videoconferences) of the WG as a whole or its sub-working group(s) as necessary.

iv. Frequency of Meetings

Ordinary Meetings: No more than two (2) ordinary meetings would be organized and held at a host partner’s site per annum.

Ad Hoc Meetings: Such meetings will be organized as stated above (see Convocation of Meetings).

v. Conduct of Business

The quorum of the WG for adopting recommendations will be a majority of the members.

Recommendations of the WG will be made on the basis of consensus and communicated to the Board.

vi. Meeting Report Preparation and Distribution

Rapporteurs will draft the reports on the proceedings of the WG meetings, including those of sub-working groups, with assistance provided by the Partnership Secretariat as feasible. The Chairperson, and other selected members depending on the subject matter, will review these reports within two weeks after a meeting.

The final reports should be distributed no later than one month after the meeting.

vii. Financing of Meetings

All efforts will be made to keep the costs of the WG to a minimum. The Partnership Secretariat will cost-share the implementation of the WG programme of work, namely those costs associated with the participation of WG members from malaria endemic countries or experts invited to address the WG.

Host partners would be expected to bear the full cost of meeting venues, and other related costs (i.e. services such as interpretation and translation) as feasible.

The participation of WG members will be the responsibility of the RBM Partner a member represents.

VII. Implementation and Monitoring of Board Decisions

i. Role of the Working Group

The formulation of the WG programme of work will take into account the direct and indirect implications of Board relevant recommendations requiring follow-up by RBM Partners at global, regional, sub-regional and/or country levels.

ii. Role of the Partnership Secretariat

Board recommendations and adoption of best practice guidelines with implications for malaria control financing and resource mobilization actions will be disseminated by the Partnership Secretariat to RBM Partners.

VIII. Dissolution of the Working Group

Within the above terms of reference, the **RBM Resources Working Group** will develop an annual programme of work reflecting priority issues requiring the attention of the RBM Partnership.

Overall relevance of the TORs and need for the WG will be reviewed and modified as appropriate for annual re-endorsement by the Partnership Board.