



MINUTES

**INAUGURAL MEETING OF THE RBM PARTNERSHIP WORKING GROUP (WG)
on INSECTICIDE TREATED NETTING MATERIALS (ITNs)
8-9 September 2003
Palais des Nations, Geneva, SWITZERLAND**

1. Meeting Objectives

The objectives of the meeting were to a) review and finalize the Terms of Reference for the RBM WG on ITNs, b) determine and agree on deliverable WG products for the next two years, and c) develop the WG workplan and budget for the first 12 months

2. Agenda and Overview

The meeting was chaired by the interim chair, Dr Don de Savigny, and co-chaired by Dr Kabir Cham. The meeting was opened by Dr Fatoumata Nafou-Traoré, Director, RBM Department/Partnership Secretariat, followed by an introduction to the role of RBM WGs within the new RBM structure by Dr Thomas Teuscher.

The stage was then set with a review of the progress and milestones of the ITN WG to date by Dr Don de Savigny, and a presentation on the latest ITN data sources and summary data from the RBM M & E Team by John Miller. Participants were then given an opportunity to contribute late breaking news.

The main business of the meeting began with a review of the Terms of Reference for the WG, its membership and location of its secretariat. Four subgroups were then created to develop a 12-month workplan and budget for each of four key Work Areas identified in a brainstorm session, as follows:

- 2.1 Strategic and tactical frameworks
- 2.2 Long Lasting Insecticidal Nets (LLINs), standards and monitoring
- 2.3 Indicators and methods for ITN Monitoring and Evaluation
- 2.4 Enabling environments and best practices

The provisional agenda for the meeting is provided at Annex 1, list of participants at Annex 2, and the TORs at Annex 3.

3. Opening

Dr Fatoumtata Nafu-Traoré explained that her main interest in the meeting was to see the WG identify how it can best provide strategic support to African countries in order for them to achieve the Abuja targets. This is the key objective for all the RBM WGs. She felt that the meeting comprised of a sufficiently broad range of participants, including the private sector, academics, multi and bilateral agents, NGOs and representatives from endemic countries, with the necessary combined experience and expertise to provide this type of focused support.

Dr Nafu-Traoré went on to describe her two main concerns regarding the ITN WG. Through her involvement with the WG to date, she had observed the need for even more consensus building on the ITN strategic framework. She requested that the group uses this meeting forum to express any divergent views on the framework, rather than using public fora and publications, which provide conflicting advice and confuse countries. Related to this, Ministers of Health are apparently not yet convinced of the effectiveness and potential public health benefit of ITNs, and are unclear as to the advantages of ITNs over IRS. These views were expressed at two recent meetings – World Health Assembly and the AFRO Regional Committee Meeting. A statement should be developed to inform the Ministers as to the relative merits of these interventions. She requested that a special task force be set up to address this.

Dr Nafu-Traoré concluded by drawing attention to the main objective of the meeting - to develop a workplan for the WG covering the next 12 months. The deadline for the workplan is the RBM Board meeting, to be held 21- 22 September 2003 in Harare, Zimbabwe.

4. Deliverable Products of the ITN WG

4.1 Terms of Reference (TORs) for the ITN WG

Kabir Cham

The following modifications were suggested to the TORs (see Terms of Reference at Annex 3) for the ITN WG:

a. Functions

- ◆ Facilitate the capacity of RBM subregional networks to respond to identified country needs for going to scale with ITNs
- ◆ Identify emerging implementation research questions pertinent to going to scale with ITNs, and advocate these to appropriate partners
- ◆ Create and maintain effective linkages with other relevant WGs, and across other programmes to assist coordination of strategies
- ◆ Promote public-private partnerships and targeted subsidies for the provision of nets and insecticides (including development of new products and production capacity)

b. Membership

- ◆ Add 2 countries to make a total of 8
- ◆ Add 4 subregional networks
- ◆ Keep a reserve list of participants

Total membership will therefore increase from 33 to 39.

There was some discussion about the 'host institution' for the WG secretariat. Suggestions included UNICEF, the subregional networks, LSHTM/LSTM, the private sector and the continuation with the RBM Partnership Secretariat. It was finally agreed to have an interim arrangement, to continue with the RBM Department/Partnership Secretariat, but to establish a subgroup to look at a longer-term arrangement perhaps using a competitive tendering process.

4.2 Strategic and Tactical Frameworks

Members of the Satellite Group: Melanie Renshaw (MR), Jenny Hill (JH), Bill Hawley (BH), Mikkel Vestergaard (MV), James Brown (JB), Birkinsh Ameneshwa (BA), Christian Lengeler (CL), Samuel Mabunda (SM)

Issues addressed

- ◆ Increasing consensus on the strategic framework ;
- ◆ Supporting translation of the framework into country strategies and programmes;
- ◆ Increasing the understanding of Ministers of Health on the role of ITNs.

Products/Outputs

- ◆ Revision of the strategic framework (leads MR and BH, approval by WG Chair). *December 2003;*
- ◆ Policy brief on effectiveness and role of ITNs in relation to IRS and other tools (lead CL). *December 2003;*
- ◆ Lusaka workshop report;
- ◆ Practical outline document to provide guidance to malaria control programmes and partners on targeted subsidies (lead JH). *December 2003;*
- ◆ Practical document describing transition from market priming to commercial markets (leads MV and JB). *December 2003;*
- ◆ Additional guidelines will be developed as new experiences and lessons are learnt.

Dissemination of the above products needs to be done through a well thought out promotion, communication, dissemination strategy designed for the WG's outputs as a whole, based on progress of individual countries. The RBM coordinated REAPING study would be a useful basis for assessing country progress and designing the strategy.

Budget (in USD):

Revision of strategic framework:	10,000
Policy brief:	10,000
Targeted subsidy guidelines:	30,000
Transition guidelines:	5,000
Dissemination:	30,000
Sub-total:	85,000

Priority implementation research issues

- ◆ Cost of delivering nets through different targeted subsidy models;
- ◆ Feasibility, advantages and challenges of different delivery strategies, especially subsidies;
- ◆ Elasticity of demand, especially price elasticity;
- ◆ Degree of commercial sector penetration to support voucher scheme implementation;
- ◆ Further documentation of net retention and use in subsidised and free delivery systems;
- ◆ Branded versus generic promotion – impact on sales.

First two bullet pointed issues are priorities for implementation research.

Discussion

The subgroup felt that all products developed in the name of the ITN WG should have inputs from all WG members. Furthermore, the Chair of the WG should be responsible for the final editing of the revised strategic framework, to ensure that it represents the balanced view of the WG.

There needs to be a dynamic process for capturing additional experiences from Viet Nam, NetMark, PSI and others and to feed these into additional guidelines to support countries designing appropriate strategies and plans.

4.3 Long Lasting Insecticidal Nets (LLINs) - Standards and Monitoring

Members of the Satellite Group: Kopano Mukelabai, Pierre Guillet, David McGuire, Martin Akogbeto, Aba Baffoe-Wilmot, Tran Duc Hinh, Anuj Shah, Gerhard Hesse.

Products/Outputs

- ◆ Launch of the first LLIN produced in Africa (*early 2004*);
- ◆ Contribution to further development of enhanced technologies for ITNs/LLINs
A meeting of interested parties on the outcomes of the UNICEF/Rockefeller Foundation Business Plan, and others on LLINs;
- ◆ A forecasting roundtable to adjust the 2004 planning (*June 2004*) and to start the 2005 planning;
- ◆ Evaluation of the Olyset acceptability study (still ongoing);
- ◆ Field surveys on net lifespans and washing habits.

Budget (in USD):

LLIN launch:	30,000
Further development of ITNs/LLINs:	100,000
Meeting to interested parties:	100,000
Forecasting roundtable:	30,000
Sub-total	260,000

Discussion

Representatives of the private sector have a major concern regarding the issue of production capacity. In order for manufacturers to meet demand, they require a demonstration of commitment by procurement agencies in order to make the required investment in procurement. Forecasting at different points in time e.g. 1 year, 2 years, would be useful to enable them to develop an effective production schedule to ensure efficient supply.

Specifications for LLINs require a unique specification system based on the life of the insecticide, since the quality of nets is variable. Related to this was the suggestion to rename LLINs, and replace with Long Lasting Treatment (LLT).

Current standards for nets do not recognise locally made nets, many of which have good if not better durability than nets that fit the standards.

Retreatment of LLINs may be necessary if users perceive reduced efficacy, regardless of actual efficacy.

Priority implementation research issues

- ◆ Life of a net – need to date label nets to get accurate measurements of net life (e.g. PermaNets have a bar code that can be tracked and returned to VF for retesting);
- ◆ Treatment of white versus coloured nets vis a vis bioavailability and uptake. Different yarns also have different properties with insecticides;
- ◆ Review of evidence for decision making on insecticide resistance – what level of resistance is the cut off for ITNs?
- ◆ Separate criteria for assay of effectiveness of nets in different circumstances;
- ◆ What is the epidemiological basis for developing ITNs?
- ◆ What is adequate coverage for net retreatment?
- ◆ Develop a colour indicator to indicate insecticidal activity.

4.4 Indicators and Methods for ITN Monitoring & Evaluation

Members of the Satellite Group: Jo Lines, Matt Lynch, Mika Kawano, Axel Kroeger, Pierre Carnevale

Products/Outputs:

- ◆ Guidance document on key ITN-related M & E issues and methods for subregional teams and country RBM partnerships (what and how);

- ◆ Expert Task Forces to develop new tools, and establish consensus on measures for monitoring and evaluation of key issues for ITN programmes;
- ◆ Agreement defining linkages to MERG data collation for evaluation, for planning (data coordination function for each; link to RBM M & E Team) and DHS.

Budget (in USD):

Guidance document:	15,000
New tools:	15,000
Linkages to MERG data collation:	75,000
Sub-total	105,000

Priority implementation research issues

- ◆ Equity measure;
- ◆ Availability, accessibility measure (geographical, economic, cultural);
- ◆ Standard protocol for market analysis/distribution studies;
- ◆ Framework for comparative analysis of different distribution systems;
- ◆ Emphasize North/South and South/South collaboration in implementation research.

Discussion

A further useful product from this subgroup would be a matrix of indicators against tools for data collection e.g. DHS, DSS, RBM surveys etc. Indicators also need to be prioritised.

4.5 Enabling Environments and Best Practices

Members of the Satellite Group: Sunil Mehra, Anne White, John Seddon, Stefan Hoyer.

Products/Outputs

- ◆ Taxes & Tariffs advocacy capability;
- ◆ Advocacy tool on Taxes & Tariffs;
- ◆ Inventory on Taxes & Tariffs by country;
- ◆ Tendering Process;
- ◆ Subsidies and incentives to increase production capacity in Africa (including transfer of technology).

Best Practice Products/Output:

- ◆ Taxes & Tariffs – Senegal;
- ◆ Tendering process – Tanzania and NetMark;
- ◆ Showcase models of synergy between targeted subsidies and private sector.

Budget (in USD)

T&T advocacy capability:	150,000
Identify T & T barriers:	20,000
Advocacy tool:	15,000
Procurement guidelines:	5,000

Best practices budget

Tanzania/NetMark:	15,000
Showcase model:	5,000

Sub-total **210,000**

Discussion

SiamDutch described situations where net manufacturers are charged ‘hidden taxes’, in spite of governments having reduced or removed the ‘recognised taxes and tariffs’ on ITNs. For example, some French-speaking countries charge 30-40% hidden taxes as computer taxes. These taxes can be as high as 75%. It is therefore necessary to document these experiences and also situations where taxes are reversed, to inform advocacy efforts. Representatives from net manufacturers propose using the private sector as a platform for advocacy on taxes and tariffs. In addition to Ministers of Finance and legislators, IMF is also a target group for advocacy.

The evidence base for taxes and tariffs should be documented and communicated to Ministers of Health and of Finance. The RBM M & E Team is currently drafting a paper on coverage of nets and ITNs, which serves as a basis for assessing health impact.

5. Conclusions and Recommendations

5.1 Terms of Reference

The revised Working Group Terms of Reference that had been discussed earlier in the meeting were presented, further discussed and endorsed as follows:

1. Facilitate consensus on strategic issues for going to scale with ITNs
2. Synthesize knowledge, disseminate and advocate best practices for going to scale with ITNs
3. Provide support on strategic issues to the RBM Partnership for going to scale with ITNs
4. Facilitate the capacity of RBM sub-regional networks to respond to identified country needs for going to scale with ITNs
5. Identify emerging implementation research questions pertinent to going to scale with ITNs, and advocate these to appropriate partners
6. Contribute to ITN monitoring (ITN indicators, database and data gathering)
7. Create and maintain effective linkages with other relevant WGs, and across other programmes to assist coordination of strategies
8. Promote public-private partnerships and targeted subsidies for the provision of nets and insecticides (including development of new products and production capacity)

5.2 Working Group Secretariat.

There was time for a brief discussion of the functions and process for identifying a host secretariat for the WG. The suggested functions were:

- ◆ Manage resources provided by RBM Secretariat and other donors
- ◆ Provision of FTEs for WG coordinator and support staff
- ◆ Logistical and secretarial support to WG secretariat
- ◆ Host/organize meetings of core group and satellite groups
- ◆ Manage conference calls for WG
- ◆ Manage web based, list-serve or e-mail communication among for the WG membership for WG activities
- ◆ Conduct regular monitoring of WG activities
- ◆ Provide regular updates to WG
- ◆ Prepare and distribute meeting reports
- ◆ Follow-up recommendations of the WG

It was decided that the Chair and Co-Chair would draw up a process to call for expressions of interest to host the WG secretariat that would describe the functions required, the review process and criteria. It is expected that the timeframe would be 2-year periods and that the current RBM Department/Partnership secretariat arrangements would continue for the first year. This call would be circulated among the core group before being finalized and issued.

5.3 Election of Chair and Vice Chair

Don de Savigny was formally elected Chair of the Working Group on ITNs (WIN) and Kabir Cham was elected vice chair

5.4 Conclusions and Next Steps

It was concluded that the objectives of the meeting (i.e. to review and approve the Working Group Terms of Reference, and develop the first year workplan and budget) had been achieved. What remained was for the Chair, Co-Chair and Rapporteur to compile the workplan and budget into a single document and circulate it to the core group for quick review before submitting it to the RBM Board meeting for 21 - 22 September 2003.

6. ANNEXES

ANNEX 1. Provisional Agenda



ROLL BACK MALARIA PARTNERSHIP

INAUGURAL MEETING OF THE RBM PARTNERSHIP WORKING GROUP ON INSECTICIDE TREATED NETTING MATERIALS (ITNs)

8 – 9 September 2003, Salle 27, Palais des Nations, Geneva, Switzerland

Monday, 8 September 2003

Session 1 Introductory Session

09:00 – 10:30

Introductions

Welcoming remarks from RBM

RBM country focus strategy/WGs

Setting the stage for the ITNs WG: Milestones so far

Starting line: Latest data from the RBM M&E Group

Late breaking news on national scale-ups of ITNs

Cham/de Savigny

Nafo-Traoré

Teuscher

de Savigny

Miller

Participants

10:30 – 11:00

Coffee Break

Session 2

Deliverable Products of the WG on ITNs

11:00 – 12:30

Terms of reference for the ITNs WG

General discussion & clarifications of TORs

Brainstorming on deliverable products of the WG

Cham

Participants

Plenary

12:30 – 13:30

Lunch Break

Session 3

Deliverable products over the next 12 months

13:30 – 15:00

Focusing on deliverables in the first year

Plenary

15:00 – 15:30 *Coffee Break*

Session 4 Towards Detailed Workplans For Each Product

15:30 – 17:00

Groups determined by deliverable products

Group Work

Tuesday, 9 September 2003

Session 5 Reporting Back From Product Groups

09:00 – 10:30

Group reports and discussion

Plenary

General discussion of operational and financing strategies

Plenary

10:30 – 11:00

Coffee Break

Session 6

**Small Groups Finalizing Workplans and
Developing Budgets**

11:00 – 12:30

12:30 – 13:30

Lunch

Session 7

Finalizing Workplans and Budgets

13:30 – 15:00

Wrapping up Group work

Groups

Group reports & discussion

Plenary

15:00 – 15:30

Coffee Break

Session 8 Wrap-up Discussions

15:30 – 17:00

Decisions to be communicated to the RBM Board

de Savigny/Cham

Satellite groups and satellite group meetings

Guidance for sub-regional networks

Dissemination of “best” practices

Next full WG meeting

Any other business

Close of meeting

ANNEX 2. Provisional List of Participants



ROLL BACK MALARIA PARTNERSHIP

INAUGURAL MEETING OF THE RBM PARTNERSHIP WORKING GROUP ON INSECTICIDE TREATED NETTING MATERIALS (ITNs)

8 – 9 September 2003, Salle 27, Palais des Nations, Geneva, Switzerland

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RBM Partnership Working Group for Scaling-up Insecticide Treated Netting Materials (ITNs) Terms of Reference

1. Background

One mechanism for coordinating the development and review of RBM Partnership strategic plans for “going to scale” with implementation of key interventions is the partners' Working Groups (WGs). These are advisory bodies that inform RBM on strategic questions related to these interventions. Each WG comprises a group of individuals and institutions with scientific expertise and programmatic experience related to the specific intervention, which is brought together in order to share information, formulate advice, and assist in advocacy for improving the effectiveness of “going to scale” actions.

The WG on ITNs has been working since 1998 (as the Technical Support Network on ITNs), and one of its more recent and more useful products has been the Strategic Framework for Co-ordinated National Action related to Scaling-up of ITNs in Africa.

These Terms of Reference outline the Purpose/Rationale, Functions, Membership, Structure, and Method of Work of the WG for scaling-up ITNs.

2. Purpose/Rationale

In addition to WHO and its core RBM Partners, there are many other individuals and institutions which have valuable technical expertise and programme experience on ITNs. RBM is a global partnership, which aims to include all individuals and institutions active in the fight against malaria. In this context, it is essential that all available resources be mobilized. By bringing together these individuals and institutions in the WG for scaling-up ITNs, RBM can gain the benefit of a much larger and broader pool of expertise and experience.

3. Functions of the WG

These were developed at the June 2002 meeting, and revised and endorsed at the inaugural meeting of September 2003: -

- 3.1. Facilitate consensus on strategic issues for going to scale with ITNs

- 3.2. Synthesize knowledge, disseminate and advocate best practices for going to scale with ITNs
- 3.3. Provide support on strategic issues to the RBM Partnership for going to scale with ITNs
- 3.4. Facilitate the capacity of RBM sub-regional networks to respond to identified country needs for going to scale with ITNs
- 3.5. Identify emerging implementation research questions pertinent to going to scale with ITNs, and advocate these to appropriate partners
- 3.6. Contribute to ITN monitoring (ITN indicators, database and data gathering)
- 3.7. Create and maintain effective linkages with other relevant WGs, and across other programmes to assist coordination of strategies
- 3.8. Promote public-private partnerships and targeted subsidies for the provision of nets and insecticides (including development of new products and production capacity)

4. Membership

4.1 Membership of the WG is non-exclusive, and encourages the involvement of various individuals and institutions representing a broad range of experience and disciplines necessary to fulfil its functions.

4.2 Core Group: This is a sub-set of the WG membership including individuals who are committed to make more regular and consistent contributions, and to undertake specified responsibilities on behalf of the WG. The suggested constituencies of this “core group” are:

4.2.1 Countries	8
4.2.2 Academics	4
4.2.3 Multilaterals	6
4.2.4 Bilaterals	6
4.2.5 GFATM	1
4.2.6 NGOs	3
4.2.7 Private sector	3
4.2.8 Projects	3
4.2.9 Subregional Networks	4
4.2.10 Other technical experts	2

4.3 Other sub-groups (“satellite” groups) will be created on an *ad hoc* basis to address identified critical strategic and programmatic issues. In addition, depending on the objective of a particular meeting or subject matter to be discussed, an outside consultant or expert may be invited on an *ad hoc* basis.

5. Structure

The WG will select a chairperson proposed by the membership at a WG meeting and endorsed by the RBM Partnership Board. It will also have a small secretariat to facilitate its functions. The chairperson will work in close collaboration with the WG

Secretariat to guide its overall work and monitor its implementation. The WG recommends access to the services of a co-ordinator and support staff to fulfil the functions outlined above. The WG secretariat will report to the RBM Partnership Secretariat through its Chairs (and by extension to the RBM Partnership Board).

6. Method of Work

The core group of the WG will meet once a year. Formal meetings may also be supplemented by conference calls and other means of communication as and when required. Satellite groups will meet on an *ad hoc* basis to address special issues. The work of the WG will be an ongoing process and not only centred on annual meetings.

6.1 Guiding Principles

As a general principle, the chairperson and the WG secretariat, following consultations with the core group will make decisions on the activities and initiatives of the WG. Contributions and needs-based requests will also be encouraged from the potential beneficiaries of the WG functions, in accordance with Section 3. Emphasis will be made on the proactive management of all key ITN issues to facilitate the global agenda for ITNs.

6.2 Convocation/Notification of Meetings

6.2.1 *Ordinary Meetings*

Ordinary meetings will be convened by the RBM Partnership Secretariat after discussions with the WG chairperson and core group.

6.2.2 *Special/Emergency/ Extra-ordinary Meetings*

Any member of the WG or other partners can call special/emergency meetings on the basis of clearly identified needs. Such requests, however, will need to be endorsed by the RBM Partnership Secretariat.

6.3 Definition of Quorum (on decisions to be communicated to RBM Board)

A quorum is determined by two-thirds of the core group members with representation from at least one of each constituency listed in Section 4.2, including the chairperson for decisions to be endorsed.

6.4 Meeting Report Preparation and Distribution

The WG secretariat prepares and distributes meeting reports in close contact with the WG chairperson and core group members.

6.5 Funding

The resources for the functioning of the WG will be mobilized by the RBM Partnership Secretariat. However, on an *ad hoc* basis and with written agreement of both the WG chairperson and secretariat, independent funding can be sought for specific activities.

7. Implementation and Monitoring of WG Decisions (approved by RBM Board)

7.1. Role of the WG

The WG secretariat will:

7.1.1 carry out a regular monitoring of all activities

7.1.2 provide a regular update to the WG core group to ensure an effective implementation of the WG decisions, and

7.1.3 prepare and distribute meeting reports.

7.2. Role of RBM Partnership Secretariat

7.2.1 Facilitate organization of meetings

7.2.2 Follow-up recommendations of the WG, and manage resources provided for the functioning of the WG

7.2.3 Provide funding according to approved workplan.

8. Termination of Working Group

Rolling back malaria is a long-term goal. The RBM Partnership needs therefore to set up long-term structures. This is also the case for the WG for scaling-up ITNs, which will be expected to contribute to the Abuja targets, RBM objectives, and the Millennium Development Goals.

Revised and endorsed September 9, 2003