

RBM/BM08/2018/MIN.1

Geneva, 9 March 2018

8TH MEETING OF THE RBM PARTNERSHIP BOARD

Teleconference

15.00-17.00 CET, Friday 16 February 2018

MINUTES

ATTENDANCE LIST

See Annex 1

I ADOPTION OF THE PROVISIONAL AGENDA OF 19 JANUARY 2018 **RBM/B08/2018/DP01**

The Board Chair welcomed the participants to the 8th Meeting of the RBM Partnership to End Malaria Board.

The Board Chair proposed to re-sequence Items V, VI and VII of the provisional agenda.

See Annex 2

The RBM Partnership Board has unanimously adopted the provisional agenda RBM/B08/2018/DP01 having re-sequenced the items as follows:

**Item V Concluding Remarks became Item VII;
Item VI Dates and Places of Forthcoming Meetings became Item V;
Item VII Any Other Business became Item VI.**

I.a Apologies

The Board Chair confirmed that no apologies had been received.

I.b Declarations of Interest of 31 January 2018 **RBM/B08/2018/RP01**

Via chat function, **Dr Roses** informed the participants that she had been appointed to the new WHO Malaria Elimination Oversight Committee (MEOC) Global Malaria Programme GMP, which will hold its first meeting immediately before the next meeting of the RBM Partnership Board. Dr Roses confirmed that she would send the Declarations of Interest form to the RBM Secretariat by early March 2018. No declarations were made in addition to those received in advance.

The RBM Partnership Board took note of this information.

II SUMMARY OF BOARD DECISIONS AND VOTING SINCE LAST MEETING OF 31 JANUARY 2018

RBM/B08/2018/RP02

See Annex 3

The Board Chair recalled that one electronic decision had been made where the 2018 Workplan and Budget (Decision Point RBM/2017/EDP3) were approved on 29 December 2017.

In reply to **Mr Bland, the CEO** explained that the strategic plan had been sent to the Communications Agency for final layout and would be shared with the Board Members as soon as finalised.

The RBM Partnership Board took note of this information.

III RBM SECRETARIAT UPDATE Of 30 JANUARY 2018

RBM/B08/2018/RP03

The Board Chair referred to the pre-read published and noted that the Secretariat had been involved in various activities in accordance with the Strategic Objectives set.

The Board Chair invited the CEO to present the highlights of the RBM Secretariat Update since last meeting.

Board Members expressed their congratulations and satisfaction to the CEO and the Management Team for the successful achievements to date, and for the new presentation of the updates against the Strategic Objectives set. Board members requested that the RBM Secretariat updates in the future be output/outcome oriented instead of process oriented.

The Board Chair invited Board Members to communicate online for any additional questions and queries.

The RBM Partnership Board took note of this information.

IV GOVERNANCE

The Board Chair thanked Mr Matta, WHO Alternate, for sharing questions and comments in advance from his review of the governance related Board meeting pre-reads.

The Board Chair recalled that the Standard Operating Procedures (SOPs) for the Working Groups had been approved at the November 2017 meeting, and that three Working Groups had submitted their updated Terms of Reference for the Board's review and approval.

The Board Chair confirmed that the Terms of Reference for the other two working groups: Vector Control Working Group (VCWG) and Case Management Working Group (CMWG) would be submitted as pre-reads for review and discussion at the meeting in April.

The Board Chair invited the COO to highlight the key items under the Governance items on the agenda.

IV.a RBM Working Groups' Terms of Reference of 31 January 2018

RBM/B08/2018/DP02

The COO presented the RBM Working Groups' Terms of Reference for decision, as well as summarised the comments of Mr Matta.

The CEO confirmed that the Secretariat would closely monitor participation from malaria-endemic countries, as well as the work of the Working Groups to ensure alignment with the TORs in place and avoid any conflict of interest.

The Board Chair thanked Board Members who had submitted their comments in advance of the Board Meeting teleconference, and added that this practice would be encouraged for future meetings as well to facilitate the efficiency of the discussions.

Provided that the Secretariat would revise the wording of the TOR in accordance with the WHO recommendations, the RBM Board unanimously approved the Terms of Reference for the Monitoring and Evaluation Reference Group (MERG), Malaria in Pregnancy Working Group (MiP WG) and Social Behaviour Change Communication Working Group (SBCC WG) of 31 January 2018 reference RBM/B08/2018/DP02 and tasked the Secretariat with their implementation after revision.

Hyperlinks:

[Terms of Reference for the Monitoring Reference Group \(MERG\)](#)

[Terms of Reference for the Malaria in Pregnancy Working Group \(MiP WG\)](#)

[Terms of Reference for the Social Behaviour Change Communication Working Group \(SBCC WG\)](#)

IV.b RBM Financial Management Guidelines of 31 January 2018

RBM/B08/2018/DP03

The Board Vice Chair recalled that the RBM Financial Management Guidelines had been requested during November 2017 meeting, and added that this document had already been reviewed and endorsed by the Finance Committee. The Board Vice Chair invited the COO to present the guidelines.

The COO confirmed that the guidelines were part of the RBM/UNOPS Standard Operating Procedures. The COO highlighted that it was proposed that over expenditure of less than 10% could be approved by the CEO as long as the over-expenditures approved by the CEO did not surpass the amount of the Strategic Initiative Reserve.

The RBM Board unanimously approved the draft RBM Financial Management Guidelines of 31 January 2018 reference RBM/B08/2018/DP03 and tasked the Secretariat with their implementation.

Hyperlink:

[RBM Financial Management Guidelines](#)

IV.c RBM Goodwill Ambassadors Policy of 31 January 2018

RBM/B08/2018/DP04

The Board Vice Chair recalled that the RBM previously had a Goodwill Ambassador Policy under WHO. The Board Vice Chair added that, as part of our revitalised Partnership, the Secretariat had worked on adapting that policy in accordance with the UNOPS legal framework.

The Board Vice Chair explained that there were two main changes:

- the designation of the Goodwill Ambassadors could only be made by the Board, and
- no honorary contracts could be provided to the Goodwill Ambassadors.

The Board Vice Chair invited the COO to present the proposed policy.

The COO presented the RBM Goodwill Ambassadors Policy as per the pre-read published. The COO explained that this document had been drafted by the Secretariat based on WHO guidelines since UNOPS did not have such a policy in place.

Board Members requested that it was necessary to determine a set of principles for carrying out due diligence before the engagement of RBM Goodwill Ambassadors. In clause 5.4 and 5.8, it was recommended to clarify references to "UN Agency" to be more specific.

It was decided to proceed with the approval of the policy and, in parallel, for the Secretariat to work on the proposed designations, including due diligence review, for submission at the meeting in April.

Provided that the Secretariat would revise the policy in accordance with the recommendations received, the RBM Board unanimously approved the draft RBM Goodwill Ambassadors Policy of 31 January 2018 reference RBM/B08/2018/DP04 and tasked the Secretariat with its implementation. It was agreed that proposed designations, including due diligence, would be put forth for approval at the meeting in April 2018.

Hyperlink:

[RBM Goodwill Ambassadors Policy](#)

V DATES AND PLACES OF FORTHCOMING MEETINGS

The Board Chair recalled the dates and places of forthcoming meetings as follows.

- Dakar, 13-14 April 2018
- Teleconference, 16 July 2018
- TBC, 19-20 November 2018

The Board Vice Chair confirmed that an update on the to be organised Town Hall Meeting in Dakar would be provided by email.

VI ANY OTHER BUSINESS

In view of technical challenges experienced by several Board Members, **the Board Chair** invited the CEO to provide matters for discussion under Any Other Business – if any – by email.

VII CONCLUDING REMARKS

The Board Chair thanked the Board and the Secretariat for their continuous hard work and closed the meeting.

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ATTENDANCE LIST

RBM Board Members

- 1. MPANJU-SHUMBUSHO Winnie, Board Chair**
- 2. DALY Kieran, Board Vice Chair**
3. ALONSO Pedro
4. BARAKAT Maha
5. BLAND Simon
6. GOMES Paulo
7. KAMWI Richard Nchabi
8. LAL Altaf
9. NISHIMOTO Ray
10. REDDY David
11. ROSES Mirta
12. SECK Awa Coll
13. SY As
14. YUTHAVONG Yongyuth

RBM Ex Officio Board Members

1. BIRHANE Kesete Admasu, CEO
2. HARUTYUNYAN Armen, UNOPS

Advisers / Alternate

1. DE RONGE Meg, Adviser to Kieran Daly
2. GOLDMAN-VAN NOSTRAND Lisa, Adviser to Ray Nishimoto
3. MAKOMWA Kudzai, Adviser to Richard Kamwi
4. PEAT Jason, Adviser to As Sy
5. WALLACE Julie, Adviser to Winnie Mpanju-Shumbusho

Invitees

1. DJIBO Yacine, SCPC Co-chair
2. FISHMAN Michal, SCPC Co-chair
3. NELSON Jasmine, ARMPC representative (representing Alan Court, ARMPC Co-chair)
4. OLUMESE Peter, CRSPC Co-chair
5. RENSHAW Melanie, CRSPC Co-chair
6. ROLFE Ben, ARMPC Co-chair

RBM Management Team Members

1. ANGHELICI Olga, Administrative Assistant
2. BOARON Lilya, Assistant to the CEO and Board Chair
3. GHALIB Leena, Administrative Assistant
4. LEVENS Joshua, ARMPC Manager
5. MATHIEU GOTCH, Clara, COO
6. SCANLON Xenya, SCPC Manager
7. WAYESSA Daddi, CRSPC Manager * * *

PROVISIONAL AGENDA - CORRIGENDUM

8TH MEETING OF THE RBM PARTNERSHIP TO END MALARIA BOARD

Teleconference

15.00-17.00 CET, Friday 16 February 2018

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|------------|---|---------------------------|
| I | ADOPTION OF THE PROVISIONAL AGENDA | RBM/B08/2018/ DP01 |
| a | Apologies | |
| b | Declarations of Interest | RBM/B08/2018/ RP01 |
| II | SUMMARY OF BOARD DECISIONS AND VOTING SINCE LAST MEETING | RBM/B08/2018/ RP02 |
| III | RBM SECRETARIAT UPDATE | RBM/B08/2018/ RP03 |
| IV | GOVERNANCE | |
| a | RBM Working Groups' Terms of Reference | RBM/B08/2018/ DP02 |
| b | RBM Financial Management Guidelines | RBM/B08/2018/ DP03 |
| c | RBM Goodwill Ambassadors Policy | RBM/B08/2018/ DP04 |
| V | DATES AND PLACES OF FORTHCOMING MEETINGS | |
| | <ul style="list-style-type: none">• Dakar, 13-14 April 2018• Teleconference, 16 July 2018• TBC, 19-20 November 2018 | |
| VI | ANY OTHER BUSINESS | |
| | <ul style="list-style-type: none">– RBM Partnership's Town Hall and related events in Dakar | |
| VII | CONCLUDING REMARKS | |

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Electronic RBM Board decision of 29 December 2017

RBM/2017/EDP3 – Approval of the 2018 Workplan and Budget

The RBM Partnership to End Malaria Board approved the 2018 Workplan and Budget.

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