



TERMS OF REFERENCE OF WHO GLOBAL DIABETES COMPACT FORUM

I. Introduction

The WHO Global Diabetes Compact (the Compact) was launched by the World Health Organization (WHO) in 2021 in response to the growing global burden of diabetes.

The Compact has the vision of reducing the risk of diabetes and ensuring that all people who are diagnosed with diabetes have access to equitable, comprehensive, affordable and quality treatment and care. The work undertaken by the Compact also supports the prevention of type 2 diabetes by addressing obesity, unhealthy diet and physical inactivity.

The Compact supports Member States in achieving five global diabetes coverage targets by 2030:

- 80% of people with diabetes are diagnosed;
- 80% of people with diagnosed diabetes have good control of glycaemia;
- 80% of people with diagnosed diabetes have good control of blood pressure;
- 60% of people with diabetes of 40 years or older receive statins; and
- 100% of people with type 1 diabetes have access to affordable insulin and blood glucose self-monitoring.

The targets are central to the request of WHO Member States in [resolution WHA74.4](#).

II. Vision and goals of the WHO Global Diabetes Compact Forum

The Global Diabetes Compact Forum (the “Forum”) is an informal network of stakeholders established by WHO to support and advance the vision of the WHO Global Diabetes Compact.

The Forum has the goal of fostering a unified approach to diabetes advocacy and collaboration. It addresses a critical gap in the field of diabetes by creating a dedicated space for WHO and Forum members to exchange ideas, share information and align on key priorities derived from the WHO Global Diabetes Compact.

III. Status

The Forum is a WHO informal network for information exchange and advocacy. The Forum is not a separate legal entity and derives its legal status from WHO. Thus, it shall be administered and housed in WHO. The operations of the Forum shall in all respects be administered in accordance with the WHO Constitution and General Programme of Work, WHO’s Financial and Staff Regulations and Rules, WHO’s e-manual provisions, and applicable WHO rules, policies, procedures and practices, including the WHO Framework of Engagement with non-State actors.

IV. Objectives of the Forum

Objective 1: Mobilize support and awareness for the vision and goals of the WHO Global Diabetes Compact

To achieve this, the Forum will:

- Support WHO's global advocacy for the WHO Global Diabetes Compact, including World Diabetes Day (14 November) each year.
- Support WHO in promoting and disseminating information and resources aligned with WHO recommendations on diabetes care and prevention.
- Promote and support, when and where relevant, WHO public health messages and, as appropriate, events on diabetes at global and regional levels.
- Unify stakeholders under a common vision for the actions needed to achieve the 2030 global diabetes coverage targets, as endorsed by the Seventy-fifth World Health Assembly in [decision WHA 75 \(11\)](#) in 2022.

Objective 2: Promote networking for knowledge sharing

To achieve this, the Forum will:

- Facilitate communication between stakeholders, including the sharing of information, experiences and best practices for diabetes prevention and care.
- Strengthen and increase communication amongst Forum members.

V. Core principles

The Forum is governed by the following principles:

- To be inclusive and diverse in membership and structure, ensuring adequate representation from different stakeholder groups, geographical regions and income settings;
- To be transparent in all processes, including the operational strategy and Forum activities;
- To ensure all activities align with WHO's norms and standards;
- To facilitate coordination among interested parties to advance WHO's priorities on diabetes.

VI. Governance and structure

The governance and structure of the Forum is designed to facilitate coordination of activities, to ensure activities align with the Forum's overall mission and objectives, and to preclude influences of individual or organization-specific agendas. The Forum is not a decision-making body, nor does it have any bearing over the work and activities of its members that occur outside the Forum.

6.1 The Secretariat

WHO serves as the Secretariat of the Forum. The role of the Secretariat is to oversee the day-to-day management of the Forum, including coordination of discussions across stakeholders on priorities and gaps and support for preparations of meetings and webinars.

More specifically, key responsibilities of the Secretariat are as follows:

- Serve as the interface between the Forum and its members;
- Select and manage the Forum's membership in line with WHO rules and policies;
- Coordinate correspondence with Forum members, as required, to facilitate participation and collaboration of all members;
- Coordinate the biennial meeting of the Forum, including development of relevant documentation (e.g. agenda) and logistical support;
- Develop a central repository for the Forum, to house all relevant documents and resources;
- Develop and regularly update the Forum website (hosted by WHO);

The provision of Secretariat support and coordination by WHO is subject to the availability of sufficient human and financial resources for this purpose. Secretariat support will be provided in accordance with WHO's rules, regulations, policies and procedures.

The Secretariat reserves the right not to implement any Forum recommendation or activity which it determines gives rise to undue financial, legal or reputational liability or is contrary to WHO policies, regulations and procedures.

VII. Meetings

As the Secretariat of the Forum, WHO convenes meetings of Forum members biennially. However additional meetings may be scheduled as necessary. The biennial meetings are open to all Forum members. Each member will be able to nominate a maximum of 2 delegates to attend.

VIII. Membership

The Forum membership¹ consist of representatives, not individuals acting in a personal capacity, from:

- Intergovernmental organizations;
- Nongovernmental organizations;
- Academic institutions;
- International/regional business associations;
- Philanthropic foundations.

All entities seeking to apply for the Forum membership must meet the following criteria:

- The aims and purposes of the entity should be consistent with the WHO Constitution and conform with WHO's policies;
- The entity should contribute significantly to the advancement of public health and to the objectives, vision and goals of the Forum;
- The entity should respect the intergovernmental nature of WHO and the decision-making authority of Member States as set out in the WHO Constitution;
- The entity should be actively working in the field of diabetes with proven experience

¹ Individuals are not eligible for the Forum membership

and expertise in the subject matter;

- The entity should have an established structure, constitutive act, and accountability mechanism;
- The entity, if a membership organization, should have the authority to speak for its participants and have a representative structure;

Each member of the Forum must:

- Adhere to the Terms of Reference of the Forum;
- Actively participate in and support the Forum, its purpose, goals, objectives, guiding principles, work and activities;
- Attend and actively participate at the Forum's annual and ad hoc meetings;
- Share knowledge and information with other members (such as resources, data, case studies, experience etc.);
- Act in the best interest of public health in alignment with WHO policies; and
- Keep the Secretariat informed of activities relevant to the Forum's mission and vision.

Members shall not make public statements about Forum activities or on behalf of the Secretariat without the prior written consent of the Secretariat.

Members are accountable for informing their respective organizations on the commitments and plans of the Forum.

8.1 Membership applications

A standardized form and online application process have been developed by the Secretariat. Membership approval will be based on an assessment, due diligence process, and review of submitted documents, in accordance with the eligibility criteria and WHO's rules and policies. All membership applications will be reviewed by the Secretariat and eligible applicants will be approved by the Secretariat. Following this, eligible applicants will be notified of their membership approval (or otherwise) by the Secretariat.

In line with WHO's Framework of Engagement with Non-State Actors (FENSA), if a non-State actor is applying to participate, the entity is required to provide the following information and documents: name, objectives and mission of the entity, copy of the legal status (such as bylaws, constitution), governance structure, names and affiliations of the participants of main decision-making bodies (such as Board, Executive Board), assets, annual income and funding sources (list of donors and sponsors), main relevant affiliations and website address.

The entity will also sign the letter of participation and the tobacco-arms disclosure statement without alteration.

8.2 Membership Termination and Withdrawal

Each member has the right to withdraw from participation in the Forum, at any time, subject to providing one month written notice to the Secretariat.

If a member does not attend three successive biennial meetings, without appropriate written explanation to the Secretariat, the member will be deemed to have withdrawn from the Forum.

The Secretariat also has the right to terminate the membership of any member at any time, upon providing written notice thereof to such member. Without limiting the foregoing, the participation of any entity in the Forum shall terminate if and when such member: (a) no longer subscribes or adheres to the goals, objectives and/or guiding principles of the Forum, as described in these Terms of Reference; (b) engages in activities that are not compatible with WHO Policies, and/or (c) ceases to meet the membership criteria for the Forum, as set forth in these Terms of Reference. In such instances, the decision to terminate involvement of a member will be made by the Secretariat.

WHO reserves the right to withdraw from administration of the Forum at any time, subject to providing the Forum members with at least six (6) months' prior written notice and to the orderly conclusion of any ongoing activities. WHO also has the right, exercisable in its sole discretion, to close the Forum and to terminate any membership at any time upon providing written notice thereof to the member(s) concerned.

IX. Finance

Members will be responsible for their own expenses in relation to all Forum activities (including participation at meetings), unless agreed otherwise by the Secretariat. If members receive third party funding to support participation in Forum meetings and activities, this must be disclosed to the Secretariat.

The Secretariat support and related day-to-day operations of the Forum will be financed by voluntary contributions from the members. The Secretariat may also raise funds from other sources to support the work of the Forum, in accordance WHO rules and procedures, as appropriate. All Secretariat funds shall be received, administered and acknowledged in accordance with WHO's policies including its financial regulations, rules, and practices. The Secretariat reserves the right to require that the Forum name not be used in such grant applications. Contributions by participants including donations (in cash or in kind), will be acknowledged by the Secretariat in accordance with WHO's applicable rules, policies and practices.

X. Communications

10.1 Visual Identity

Members shall not use WHO's name, acronym and emblem. This includes, inter alia, the display of the WHO logo and name on any premises, equipment, as well as on any communication and/or training materials, training certificates, social media tools or publications.

10.2 Publications

The Forum shall not produce publications, unless exceptional approval is given by the Secretariat. Any publication by a member, other than WHO, referring to Forum

activities shall contain appropriate disclaimers as decided by WHO, including that the content does not reflect the views or stated policy of the members.

The members must ensure that the work of the Forum is not misrepresented, and appropriate disclaimers are included where necessary. The Forum activities shall not include the development of technical materials, normative documents or policy papers.

10.3 The Forum website

The Forum has a webpage that is housed within WHO's domain. The webpage includes a list of member entities, subject to their consent.

10.4 Intellectual property and Confidentiality

All intellectual property that is generated by the Forum shall, unless agreed otherwise by WHO, vest in WHO. Depending on the agenda item being discussed, each member in the Forum may be required to abide by confidentiality obligation and sign a standard confidentiality undertaking using the form provided by WHO for this purpose.

XI. Zero tolerance for all forms of sexual misconduct and other types of abusive conduct, fraud or corruption

All Forum members are expected to ensure that the conduct of their employees and any other persons engaged by them is consistent with the WHO standards of conduct. In particular, WHO has zero tolerance towards any form of sexual misconduct (an all-inclusive term encompassing all forms of sexual exploitation, sexual abuse, sexual harassment and sexual violence), other types of abusive conduct, fraud or corruption.

In this regard, and without limiting any other provisions contained herein, each Forum member warrants that it shall:

(i) take all reasonable and appropriate measures to prevent any form of prohibited behaviour by any of its employees and by any other persons engaged by it to perform any activities or to provide any services for WHO on the entity's behalf. This refers, in particular, to:

- a. sexual misconduct, as defined and addressed in the WHO Policy on Preventing and Addressing Sexual Misconduct;
- b. other types of abusive conduct, as defined and addressed in the WHO Policy on Preventing and Addressing Abusive Conduct; and,
- c. all forms of fraud or corruption, as defined and addressed in the WHO Policy on Prevention, Detection and Response to Fraud and Corruption.

(ii) promptly report any actual or suspected violations of these WHO policies of which the entity becomes aware to the WHO Office of Internal Oversight Services ("IOS") at investigation@who.int;

(iii) promptly communicate to IOS any measures that may be necessary or appropriate to protect the confidentiality and wellbeing of the survivor or victim; and,

(iv) promptly respond to any actual or suspected violations of the above referenced WHO policies of which the entity becomes aware, and to cooperate with and to keep IOS informed of the status and outcome of any measures of protection, corrections to operations, investigation, and disciplinary action taken against any perpetrator by the entity.

XII. Monitoring, Evaluation and Reporting

The Secretariat will evaluate the overall processes and outcomes of the Forum on an annual basis, with the aim of assessing whether WHO should continue to manage the Forum. The annual progress report should be provided to WHO for tracking and information sharing.

XIII. Duration

The Forum operates in accordance with WHO's final approval of these Terms of Reference. The Forum shall remain in effect through 2030, which may be extended following a review by WHO and subject to the availability of sufficient dedicated human and financial resources.

XIV. Amendments

These Terms of Reference may be amended from time to time by WHO.