Terms of Reference
STAG-NTD Working Group on Monitoring, Evaluation and Research (WG-MER)

Membership

The STAG-NTD Working Group on Monitoring, Evaluation and Research (WG-MER) shall comprise of up to 12 members, who shall serve in their personal capacity and represent a range of disciplines in support of the terms of reference. The composition will strive for appropriate geographic representation and gender balance.

Members will be acknowledged experts in the fields of epidemiology and modeling, infectious diseases, health systems, management, digital health, monitoring and evaluation of public health programmes.

Members shall be appointed by the Director, NTD in consultation with regional offices and other departments as deemed necessary. The members, including the chairperson shall be appointed to serve for an initial term of two years, renewable with mutual agreement for a maximum period of 6 years.

Prior to being appointed as members and renewal of term, nominees & members are required to complete a WHO Declaration of Interest and other related formalities. Other technical experts may be invited as needed according to the needs of the agenda.

In addition, members are required to sign confidentiality agreements prior to confirmation by WHO of their appointment as members. All documents presented to (WG-MER), which may include prepublication copies of research reports, or documents of commercial significance, shall be treated as confidential.

Membership in the WG-MER may be terminated by NTD department, including for any of the following reasons:

- failure to attend two consecutive WG-MER meetings;
- change in affiliation resulting in a conflict of interest;
- lack of professionalism involving, for example, a breach of confidentiality.

Members will not be paid any remuneration for being members of the WG-MER. However, when invited for meetings the travel and subsistence costs will be borne by the organizations as per the rules for temporary advisers to WHO.
Working Procedures and Reporting

• The WG-MER will meet at usually once per year and may have additional meetings and/or teleconferences as mutually agreed by the Department and the chair of the working group. Recommendations to the Department and STAG will, as a rule, be taken by consensus.

• Relevant staff from WHO Headquarters and Regional Offices may attend as members of the secretariat.

• The Working group chair may recommend for establishment of sub-groups to focus on a particular aspect for a time limited duration

• Additional experts, representatives of the specific sub-groups and technical resource persons may also be invited to meetings as co-opted WG-MER members by the secretariat with approval of the chairperson, as appropriate, to further contribute to specific agenda items