Reference Group on Health Statistics (RGHS)

RGHS Terms of Reference (2019-2022)
Comprehensive, timely, and reliable health and health-related statistics are fundamental for assessing the state of a population’s health and how it is changing. As the custodian of global health data, WHO must develop, uphold and ensure high global standards of data collection, processing, synthesis and analysis. This normative role of WHO is essential to ensuring the timeliness, reliability and validity of measurements, ensuring comparability of data and allowing the world to track trends, progress and impact.

The World Health Organization established the Reference Group on Health Statistics in 2013 to provide advice on population health statistics to WHO with a focus on methodological and data issues related to the measurement of mortality and cause-of-death patterns. The group facilitated interaction between multilateral development institutions and other independent academic groups with WHO expert groups in specific subject areas from 2013 to 2017. With recent developments in global health and an increased focus on monitoring and accountability, the technical advisory Group was renewed in 2019 and aids in Achieving WHO’s Thirteenth General Programme of Work (GPW 13) and its “Triple Billion” targets as well as the health-related SDGs. The COVID-19 pandemic has also underscored the importance of strong health information systems, while also shining a light on persistent data gaps and fragmentation that must be urgently addressed.¹

The primary role of the RGHS is to provide advice to WHO and enable knowledge sharing among experts with the goal of supporting WHO to benefit from the best possible scientific and strategic advice in the generation, use, interpretation and dissemination of global health data. RGHS supports WHO in its efforts to assist Member States to achieve maximal gains in population health through policies correctly informed by data, analytics and evidence. The RGHS serves as a broad scientific and strategic platform to facilitate the exchange of knowledge and application of health statistics, beyond mortality and cause of death, and to accelerate efforts to improve data collection practices and analytical capacity in countries.

The Advisory Group (the “AG”) will act as an advisory body to WHO in this field.

1. Functions

In its capacity as an advisory body to WHO, the AG shall have the following functions:

1. To provide technical and strategic advice to WHO to ensure that WHO’s practices in data processing and synthesis and producing and using population-health related statistics, are evidence-based:

   1.1. Giving advice to WHO on data principles and best practices to guide comparable population health statistics at the global, regional, and country levels;

¹ For further background on the RGHS and its role in helping WHO achieve the Thirteenth General Programme of Work (GPW 13), the “Triple Billion” targets and monitor health-related SDGs see: https://www.who.int/data/who-reference-group-on-health-statistics-(rghs)
1.2. Functioning as a general global platform to discuss the challenges and progress in reporting on the health-related SDGs with a focus on the methodological and data issues, including data processing;

1.3. Advising WHO on engaging in different interagency processes involving global health statistics;

1.4. Providing expert advice to WHO about the interpretation and use of forecasting studies for policy dialogue, including the appropriateness of forecasting methods.

2. To advise WHO on strengthening collaboration with external research groups in advancing the methodological agenda for population-health estimates:

2.1. Advising WHO on a broad range of population-health related statistics with a focus on cost-effective approaches to identifying and resolving key data gaps and data quality issues;

2.2. Advise WHO on active engagement for strengthening the scientific basis for global health estimates and related work, such as improving methods and skills for measuring patterns of cause-specific burdens of diseases, risk factors and injuries, and to collaborate wherever possible in the production of those estimates;

2.3. Advise WHO on facilitating collaboration and scientific exchange between disease-specific expert groups within WHO and work on cause-specific mortality and morbidity of diseases and injuries, with partners;

2.4. Advise WHO on convening expert task forces on specialized topics that require in-depth technical work to advance the methodological agenda.

3. To guide WHO on strengthening data and information systems for health:

3.1. Providing strategic and scientific advice to WHO to support the strengthening of country data and information systems for health, including data generation and critical analyses of data quality;

4. Promote GATHER compliance in producing population-health related statistics:

4.1. Offering recommendations to WHO on standards for official statistics, including adherence to the GATHER Guidelines, and on data principles underlying the use or endorsement of external analyses and estimates.

II. Composition
1. The AG shall have up to 25 members\(^2\), who shall serve in their personal capacities to represent the broad range of expertise, skills and disciplines relevant to methodological and

\(^2\) Members serve as full participants and partake in the decision-making process of the meeting in which they are involved.
data issues, including the generation, use, interpretation, and dissemination of global health statistics. In the selection of the AG members, consideration shall be given to attaining an adequate distribution of technical expertise, geographical representation and gender balance.

2. Members of the AG, including the Chairperson, shall be selected and appointed by WHO following an open call for experts. The Chairperson’s functions include the following:

   - to chair the meeting of the AG;
   - to liaise with the WHO Secretariat between meetings.

In appointing a Chairperson, consideration shall be given to gender and geographical representation.

3. Members of the AG shall be appointed to serve for a period of 3 years and shall be eligible for reappointment. A Chairperson is eligible for reappointment as a member of the AG, but is only permitted to serve as Chairperson for one term. Their appointment and/or designation as Chairperson may be terminated at any time by WHO if WHO’s interest so requires or as otherwise specified in these terms of reference or letters of appointment. Where a member’s appointment is terminated, WHO may decide to appoint a replacement member.

4. AG members must respect the impartiality and independence required of WHO. In performing their work, members may not seek or accept instructions from any Government or from any authority external to the Organization. They must be free of any real, potential or apparent conflicts of interest. To this end, proposed members/members shall be required to complete a declaration of interests form and their appointment, or continuation of their appointment, shall be subject to the evaluation of completed forms by the WHO Secretariat, determining that their participation would not give rise to a real, potential or apparent conflict of interest.

5. Following a determination that a proposed member’s participation in the AG would not give rise to a real, potential or apparent conflict of interest, the proposed member will be sent a letter inviting them to be a member of the AG. Their appointment to the AG is subject to WHO receiving the countersigned invitation letter and letter of agreement. Notwithstanding the requirement to complete the WHO declaration of interest form, AG members have an ongoing obligation to inform the WHO of any interests real or perceived that may give raise to a real, potential or apparent conflict of interest.

6. As contemplated in paragraph II.4 above, WHO may, from time to time, request AG members to complete a new declaration of interest form. This may be before a AG meeting or any other AG-related activity or engagement, as decided by WHO. Where WHO has made such a request, the AG member’s participation in the AG activity or engagement is subject to a determination that their participation would not give rise to a real, potential or apparent conflict of interest.
7. Where an AG member is invited by WHO to travel to an in-person AG meeting, WHO shall, subject to any conflict-of-interest determination as set out in paragraph II.6 above, issue a letter of appointment as a temporary adviser and accompanying memorandum of agreement (together 'Temporary Adviser Letter). WHO shall not authorize travel by an AG member, until it receives a countersigned Temporary Adviser Letter.

8. AG members do not receive any remuneration from the Organization for any work related to the AG. However, when attending in-person meetings at the invitation of WHO, their travel cost and per diem shall be covered by WHO in accordance with the applicable WHO rules and policies.

III. Operation

1. The AG shall normally meet at least once each year. However, WHO may convene additional meetings. AG meetings may be held in person (at WHO headquarters in Geneva or another location, as determined by WHO) or virtually, via video or teleconference.

AG meetings may be held in open and/or closed session, as decided by the Chairperson in consultation with WHO.

(a) Open sessions: Open sessions shall be convened for the sole purpose of the exchange of non-confidential information and views and may be attended by Observers (as defined in paragraph III.3 below).

(b) Closed sessions: The sessions dealing with the formulation of recommendations and/or advice to WHO shall be restricted to the members of the AG and essential WHO Secretariat staff.

2. The quorum for AG meetings shall be two thirds of the members.

3. WHO may, at its sole discretion, invite external individuals from time to time to attend the open sessions of an advisory group, or parts thereof, as “observers”. Observers may be invited either in their personal capacity, or as representatives from a governmental institution / intergovernmental organization, or from a non-state actor. WHO will request observers invited in their personal capacity to complete a confidentiality undertaking and a declaration of interests form prior to attending a session of the advisory group. Invitations to observers attending as representatives from non-state actors will be subject to internal due diligence and conflict of interest considerations in accordance with FENSA. Observers invited as representatives may also be requested to complete a confidentiality undertaking. Observers shall normally attend meetings of the AG at their own expense and be responsible for making all arrangements in that regard.

At the invitation of the Chairperson, observers may be asked to present their personal views and/or the policies of their organization. Observers will not participate in the process of adopting decisions and recommendations of the AG.
4. The AG may decide to establish smaller working groups (sub-groups of the AG) to work on specific issues. Their deliberations shall take place via teleconference or video-conference. For these sub-groups, no quorum requirement will apply; the outcome of their deliberations will be submitted to the AG for review at one of its meetings.

5. AG members are expected to attend meetings. If a member misses two consecutive meetings, WHO may end his/her appointment as a member of the AG.

6. A yearly report shall be submitted by the AG to WHO (the Assistant Director-General of the responsible Cluster). All recommendations from the AG are advisory to WHO, who retains full control over any subsequent decisions or actions regarding any proposals, policy issues or other matters considered by the AG.

7. The AG shall normally make recommendations by consensus. If, in exceptional circumstances, a consensus on a particular issue cannot be reached, minority opinions will be reflected in the meeting report.

8. Active participation is expected from all AG members, including in working groups, teleconferences, and interaction over email. AG members may, in advance of AG meetings, be requested to review meeting documentation and to provide their views for consideration by the AG.

9. WHO shall determine the modes of communication by the AG, including between WHO and the AG members, and the AG members among themselves.

10. AG members shall not speak on behalf of, or represent, the AG or WHO to any third party.

IV. Secretariat

WHO shall provide the secretariat for the AG, including necessary scientific, technical, administrative and other support. In this regard, the WHO Secretariat shall provide the members in advance of each meeting with the agenda, working documents and discussion papers. Distribution of the aforesaid documents to Observers will be determined by the WHO Secretariat. The meeting agenda shall include details such as: whether a meeting, or part thereof, is closed or open; and whether Observers are permitted to attend.

V. Information and documentation

1. Information and documentation to which members may gain access in performing AG related activities shall be considered as confidential and proprietary to WHO and/or parties collaborating with WHO. In addition, by counter signing the letter of appointment and the accompanying terms and conditions referred to in section II(5) above, AG members undertake to abide by the confidentiality obligations contained therein and also confirm that any and all rights in the work performed by them in connection with, or as a result of their AG-related activities shall be exclusively vested in WHO.
2. AG members and Observers shall not quote from, circulate or use AG documents for any purpose other than in a manner consistent with their responsibilities under these Terms of Reference.

3. WHO retains full control over the publication of the reports of the AG, including deciding whether or not to publish them.