

**Terms of Reference of the Immunization Financing & Sustainability (IF&S) Task
Team
August 31st, 2009**

Background:

The support of the GAVI Alliance to the poorest countries of the world to strengthen and expand their immunization programs is expected to contribute substantially towards attainment of MDG4 (child health). In GAVI Phase 1, support to countries for new and underused vaccines was provided free to countries for an initial period. In order to assist countries to move toward greater financial sustainability of their national programs, a new policy of country co-financing has been developed for Phase 2. Transition to this new policy requires more evidenced-based decision-making and better planning and budgeting at country level to ensure timely and adequate financing. This transition requires additional GAVI Alliance partner effort at both country and global levels. For this reason, the Immunization Financing & Sustainability Task Team was formed.

Mandate:

The Task Team is mandated by the GAVI Secretariat as an advisory body to ensure that the GAVI Alliance is on the best path regarding vaccine co-financing and immunization program financial sustainability, and to oversee the implementation of Strategic Goal (Outcome) 3.1 *'Increase the predictability and sustainability of long-term financing for national immunisation programmes'* in the GAVI Work Plan. The duration of the group will be initially for up to the duration of the Work Plan (31/12/2010). The Group mandate will be revised during the development of the next Strategic Phase (2011-2015).

Responsibilities:

The group will be responsible for advising on policy and operational issues stemming from GAVI co-financing policy. Specifically, the group will:

- Oversee implementation of output 3.1 (activities within sub-outputs 3.1.1 through 3.1.4) in the 2009/10 GAVI Work Plan;
- Monitor and report on GAVI Work Plan activities both on a narrative and financial basis. Although, Partners will report on activities in this area as part of their overall reporting to the Secretariat, the task team will consolidate a report for 3.1
- Advise on the potential re-allocation of funds across activities;
- Identify issues related to the implementation of the co-financing policy and bring them to the GAVI Secretariat as needed basis;
- Delegate implementation of certain activities in the Work Plan to sub-groups on an as needed basis;
- Provide support to the GAVI Secretariat in review, revision, and dissemination of the relevant sections of the New Vaccine Introduction Guidelines and forms and Annual Progress Report; and,
- Steer technical and analytical activities for the revision of the co-financing policy.

Deliverables:

The Task Team will monitor the deliverables of the Work Plan. In addition to the deliverables stated in the Work Plan for each partner, the specific deliverables for the task team are:

- Quarterly monitoring reports on co-financing
- Mid-year and end of year reports on the implementation of the Work Plan
- Two face to face meetings per year (Reports)
- Inputs and recommendations provided to Board papers and updates regarding co-financing
- Summary reports of work conducted on default countries

Membership

The core group of the Task Team will be composed by:

- 2 members from WHO;
- 2 members from The World Bank;
- 1 member from UNICEF;
- 1 member from UNICEF SD;
- 3 members from the GAVI Secretariat;
- 1 member from PAHO;
- 1 member from and the Bill and Melinda Gates Foundation;
- 1 rotating member from a Regional Working Group.

In addition, the group will involve other experts in specific discussions and face to face meetings, such as representatives from countries, AVI, universities, NGOs, bilaterals and other organizations, and this will be done on an as needed basis.

Leadership:

The GAVI Secretariat

Modus Operandi:

The group will aim to have face-to-face meetings twice yearly, with teleconference or video-conference meetings of the entire group, as needed. Face-to-face meetings will be used for major decision-making and reviews/evaluations of progress with implementation of activities for output 3.1 of the GAVI workplan.

In addition, sub-groups composed of IF&S Task Team members and other experts as needed, will be formed to address specific issues in a time limited manner. For instance, the need for subgroups dealing with managerial issues arising from implementation of co-financing, monitoring/evaluation issues, and setting co-payment levels have already been identified.

Reporting:

Under the new governance structure the IF&S Task Team will report to the Deputy Chief Executive Officer of the GAVI Secretariat.