42nd PAHO's Advisory Committee on Health Research - ACHR/CAIS

Presentation of the agenda and logistical matters

Rio de Janeiro, Brasil
14 April 2008

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ACHR Secretary
Leader, PAHO/WHO Research Promotion & Development Team

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ANNEX V

Background documents

- All in the folder
- List of participants
- Color tabs for official documents; these will be uploaded in the web and ACHR SharePoint
- White tabs for reference documents
- Feedback

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Objectives

- Discuss the proposed PAHO Policy with the ACHR and other collaborators
- Inform you of relevant developments and deliver a progress report, including on the convergence with WHOs Research Strategy
- Inform about our vision and expectations
- Promote a constructive dialogue

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Agenda

- The Director's vision on how the policy will be developed, consulted and presented
- Synthesis of how the WHO Research Strategy process is evolving; 49th meeting of the Global ACHR, Geneva, March 2008
- Research Policy: the development of PAHOs research policy

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PAHO Research Policy

(the main focus of this meeting)

- Structure that will consider
  - Values and principles
  - Global and regional context
  - PAHO and member state contributions
- Commitments
  - Countries support for research and its use
  - PAHOs role as facilitator of research and its use

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Policy: further analysis needed on…

- Role of public sector on research
- PAHOs comparative advantage in research
- Research funding patterns
- Governance and stewardship in countries
- Importance of non-biomedical research
- Innovation, technological developments, and their effects on equity

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Development of the Policy Draft

- How documents are presented to governing bodies
- Collected background information and did an assessment of research at PAHO
- Planned with project management tools
- Adaptations; presented a draft structure to the Director, Area Managers, PWRs, and ACHR (Feb 2008)
- Regional consultation of WHO Strategy Feb 2008 (Ref Doc 2)
- PAHO Executive Board March 2008; Governing bodies
- Feedback, editions, and preparation of the document for this dialogue (March 2008)
- WHO ACHR (March 2008)

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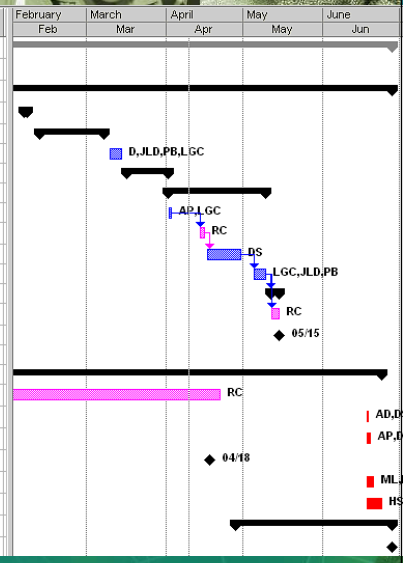
	Task Name	Duration	Start	Finish
0	Policy Development	475 days?	Mon 09/04/06	Fri 06/27/08
1	Data and information gathering	270 days?	Mon 09/04/06	Fri 09/14/07
5	Writing documents	304 days	Tue 05/01/07	Fri 06/27/08
13	Consultations	1 day	Wed 02/06/08	Wed 02/06/08
15	Draft policy writing	19 days	Tue 02/12/08	Fri 03/07/08
20	Approval by Director (AD, Area Managers)	5 days	Mon 03/10/08	Fri 03/14/08
21	Draft policy translated	12 days	Mon 03/17/08	Tue 04/01/08
24	Draft policy consulted	28 days	Wed 04/02/08	Fri 05/09/08
25	Draft policy sent out to ACHR & Director	1 day	Wed 04/02/08	Wed 04/02/08
26	ACHR/CAIS discusses policy	2 days	Mon 04/14/08	Tue 04/15/08
27	Policy edited	9 days	Thu 04/17/08	Tue 04/29/08
28	Edited policy sent to Director and ACHR	5 days	Mon 05/05/08	Fri 05/09/08
29	Policy submitted to the Executive Committee	3 days	Mon 05/12/08	Thu 05/15/08
30	Policy prepared for the Executive Comn	3 days	Mon 05/12/08	Wed 05/14/08
31	Document submitted to the Exec Committee	0 days	Thu 05/15/08	Thu 05/15/08
32				
33	*Further consultations (external and internal)*	285 days	Tue 05/22/07	Mon 06/23/08
34	*ACHR continuous*	240 days	Tue 05/22/07	Mon 04/21/08
35	*PAHO area managers*	1 day	Wed 06/18/08	Wed 06/18/08
36	*governments and civil society and ACH*	1.5 days	Wed 06/18/08	Thu 06/19/08
37	*govenments and civil society consulted*	0 days	Fri 04/18/08	Fri 04/18/08
38	*PWRs*	3 days	Wed 06/18/08	Fri 06/20/08
39	*internal (HSS)*	4 days	Wed 06/18/08	Mon 06/23/08
40	*Approvals*	45 days	Mon 04/28/08	Fri 06/27/08
41	*Director approval*	0 days	Fri 06/27/08	Fri 06/27/08



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The Secretariat

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Announcements

- Minutes and summaries: document sharing and formats
- Rules of engagement: dialogue with ACHR and guests. Standard to address participants by their first name
- Support team
  - Rapporteurs: Maria Luisa Clark and Delia Sánchez
  - Other ACHR Secretariat representatives: Analía Porrás, América Valdés,
  - Local PAHO support: Priscila Andrade, Susana Damasceno D'Oliveira, Astrid

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Announcements

- Translations
- Travel arrangements
  - Hotel travel agency
  - Local support team
- In case of emergency
- Safety tips and recommendations from the hotel

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Some safety tips from UNDSS

- Be discreet and streetwise; apply precautions for metropolitan areas and remain aware of the surroundings and avoid appearing vulnerable.
- Keep a separate copy of your passport and carry emergency phone numbers with you
- Carry only what you need; do not carry unnecessary valuables
- Used registered taxis (radio taxis, hotel)
- Police 2511-5112; Ambulance 193

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