

THE GLOBAL FUND TO FIGHT AIDS, TUBERCULOSIS, AND MALARIA
GOVERNANCE
DECISIONS ADOPTED
TWG MEETING 14 December 2001

Partnership Forum

An informal grouping, allowing all stakeholders to express their views on Fund policies and strategies.

Functions

The Partnership Forum will:

1. Review progress based on reports from the Board and provide advice to the Board and the Chair on general directions for the Fund;
2. Provide an important and visible platform for debate, advocacy, continued fundraising, and inclusion of new partners;
3. Mobilise and sustain high level coordination, political commitment and momentum to achieve the Fund's objectives;
4. Provide a communication channel for those stakeholders who are not formally represented elsewhere in the governance structure.

Composition:

Participation in the Forum will be open to a wide range of stakeholders that actively support the Fund's objectives. Participation will include representatives of donors, multilaterals and developing countries, and civil society including NGOs and community based organisations, technical and research agencies, and the private sector. The Board will establish criteria for participation and rules of procedure.

Operations

The Forum will meet every two years. It may be important that its first meeting is held as soon as practical after the Fund is established.

The Board

The paramount decision-making body of the Fund.

Functions

The Board will:

1. Set policies and strategies for the Fund, in line with the agreed Purpose, Principles and Scope.
2. Set operational guidelines, work plans and budgets for the Secretariat and Technical Review Panel;
3. Make funding decisions;
4. Appoint and, if necessary, replace the Executive Head of the Secretariat (other Secretariat appointments will be made by the Head and approved by the Board);

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5. Set criteria for membership of, and appoint a Technical Review Panel, and other advisory groups as appropriate;
6. Establish a framework for monitoring and periodic independent evaluation of performance and financial accountability of activities supported by the Fund;
7. Establish an appropriate conflict of interest policy for Board membership;
8. Consider, approve, and monitor cooperative arrangements or agreements with other organisations and institutions;
9. Represent the views of the various constituencies;
10. Coordinate with outside agencies;
11. Advocate for the Fund, and mobilise resources;
12. Select and appoint a Chairperson and a Deputy Chairperson for the Board;
13. Establish Board subcommittees as appropriate.

Composition

Voting Members

7 developing countries (based upon 6 WHO regions and 1 additional from Africa)
7 donors
4 civil society / private sector (1 Southern NGO, 1 Northern NGO, 1 Private sector contributor, 1 Private Foundation contributor)

Ex officio members without voting rights

1 NGO representative (a person living with HIV/AIDS or from a community living with TB or malaria);
WHO, UNAIDS and the Trustee.

Observers. The number of observers needs to be limited. The Board will develop criteria for the selection and approval of observers, and will subsequently appoint them.

Selection of board members: Each Board membership group (e.g., donors, developing countries, NGOs, civil society/private sector) will determine a process for selecting its representatives and alternates. Sitting members will serve as representatives of their constituencies. In conformity with the need to limit observers, and at the discretion of the Chair, delegations may include other members of their constituencies (in a non-speaking role). Rotational or renewable status will be determined by constituencies. Board members will sit on the Board for two years.

Selection of the Chairperson and the Deputy Chairperson: Board members will select the Chairperson and the Deputy Chairperson of the Board from among their own members, alternating the two positions between representatives from the North and the South. The Chair will be elected for a period of two years. In addition to chairing board meetings, the Chair will also have an important advocacy and fundraising role.

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Operations

Within the first two years, it is recommended that the Board review its membership structure and operational procedures.

The Board will meet every three to four months in its first year and thereafter every six months or as required. It could make use of virtual working methods and teleconferencing between meetings.

Board decision-making will be by consensus. If on any matter of substance all practical efforts by the Board and the Chairperson have not led to consensus, any member of the Board with voting privileges may call for a vote. In order to pass, motions would require a two-thirds majority of those present of both: a) the group encompassing the 7 donor seats and the 2 private sector seats and b) the group encompassing the 7 developing country seats and the 2 non-governmental organization seats.

At the first Board meeting simultaneous interpretation will be provided for English and French. The Board will decide upon working languages for future Board meetings.

The Secretariat

Responsible for day-to-day management of the Fund; functions and composition are based upon tasks assigned by the Board. The Head of the Secretariat is accountable to the Board.

Functions

The Secretariat will undertake duties as delegated by the Board, to include:

1. Oversee the proposal receipt and review process;
2. Commission the Technical Review Panel and ensure the independence of the review process;
3. Coordinate process and proposals to recommend Technical Review Panel and other advisory group candidates to the Board;
4. Coordinate the preparation of Fund-related issues papers and operational strategies for the Fund for Board meetings, and commission and supervise contracted work;
5. Coordinate with relevant agencies;
6. Communicate the Board's decisions to stakeholders;
7. Oversee the monitoring and evaluation process;
8. Support the Board in advocacy and fund raising;
9. Organise and prepare for meetings of the Partnership Forum.

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Composition

The Secretariat could consist of 12-15 professionals with associated support staff. All staff will be core-funded. All appointments (including the Head of the Secretariat) will be made on merit using recruitment criteria and an open and transparent process approved by the Board. Efforts must be made to maximise good quality applications from candidates of all backgrounds and origins. For specific tasks, the Board may request secondment of qualified personnel from competent bodies. The nature of the Secretariat's work will not require it to have specific posts for technical experts. The Head of the Secretariat should be someone with strong managerial competence, technical skill and international credibility. Secretariat staff should have proven ability to manage people and processes efficiently and effectively.

Operations

Location:

Geneva

Financing:

The Global Fund should provide core funding for the Secretariat, upon Board approval of a business plan and budget.