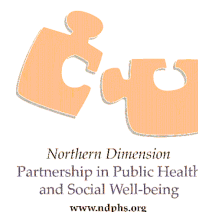


**NDPHS Working Group on Expert Groups' Terms of Reference
Second Meeting
Helsinki, Finland
19 January 2010**



Reference	EGTOR 2/2/2
Title	Provisional annotated agenda
Submitted by	Secretariat
Summary / Note	This document provides explanatory notes regarding the items included in the provisional agenda and, within a given item, specifies actions requested from the meeting participants
Requested action	For reference

1. Welcome and opening of the meeting

Mr. Pasi Mustonen, the Chair of the *ad hoc* NDPHS Working Group on Expert Groups' Terms of Reference (EGTOR), who will chair the meeting, will open it and welcome the participants.

2. Adoption of the agenda

The Meeting is invited to **adopt** the provisional agenda (submitted as document EGTOR 2/2/1).

3. Discussion on the draft template for the EG Terms of Reference

The Chair and the Secretariat will present a draft template of the Terms of Reference for the NDPHS Expert Group on HIV/AIDS and TB (submitted as document EGTOR 2/3/1).

Further, the SIHLWA EG Coordinating Chair will be invited to present a draft text regarding criteria for nomination of EG members, which is proposed for including in the above draft template.

The Meeting is invited to discuss the draft proposals and **decide**, as appropriate. During the discussions, the Expert Group Chairs and ITAs will be invited to also inform about the progress their EGs made in the development of the inputs to the revised/new ToRs

4. Summary of the discussions and next steps to be taken

The Chair will summarize the discussions and propose next steps to be taken.

The Meeting is invited to discuss the proposed next steps and **decide**, as appropriate.

5. Adoption of the EGTOR 2 Meeting minutes

The Secretariat proposes that it would send out draft EGTOR 2 Meeting minutes to the participants on 26 January 2010 and that comments on the draft would be due, at the latest, on 2 February

2010. A revised report would then be distributed on 4 February 2010 to be adopted *per capsulam* provided that no further comments are submitted within one week.

The Meeting is invited to consider the above proposal and **decide**, as appropriate.

6. Any other business

The Meeting might wish to discuss any other business not covered under other agenda items and **decide**, as appropriate.

7. Next meeting

The Meeting will take decision regarding time and location of the next EGTOR meeting.

8. Closing of the meeting

The Meeting is expected to terminate on 19 January 2009 at approximately 16:00 hours.