

**NDPHS Working Group on Expert Groups' Terms of Reference
Fourth Meeting
Helsinki, Finland
9 June 2010**



Reference	EGTOR 4/2/2
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

Ms. Liisa Ollila, Director of International Affairs, Ministry of Social Affairs and Health of Finland, who will chair the meeting, will open it and welcome the participants.

2. Adoption of the agenda

The Meeting will be invited to **adopt** the provisional agenda (submitted as document EGTOR 4/2/1).

3. Discussion on restructuring of the Expert Groups

Before proceeding to the proposed individual ToRs (cf. agenda item 4), the Meeting will be invited to hold a general discussion about restructuring of the NDPHS Expert Group, and **decide**, as appropriate.

4. Terms of Reference for the Expert Groups and Task Groups

In accordance with the EGTOR ToR, which stipulates that "The overall task of the EGTOR is to draft Terms of Reference for new/restructured Expert Groups with clear and time-limited mandates and tasks," the Meeting will be invited to discuss and endorse for submission to the CSR the Terms of Reference for the following groups.

4.1 ToR for the Expert Group on HIV/AIDS & TB

Finland, as the Lead Partner for the HIV/AIDS EG, will be invited to introduce the proposed Terms of Reference for the Expert Group on HIV/AIDS & TB (cf. document EGTOR 4/4.1/1).

The Meeting will be invited to consider the presented Terms of Reference, and, after possible revisions, **endorse** them, as appropriate.

4.2 ToR for the Expert Group on Primary Health Care

Sweden, as the Lead Partner for the PHC EG, will be invited to introduce the proposed Terms of Reference for the Expert Group on Primary Health Care (cf. document EGTOR 4/4.2/1).

The Meeting will be invited to consider the presented Terms of Reference, and, after possible revisions, **endorse** them, as appropriate.

4.3 ToR for the Task Group on Antimicrobial Resistance

Sweden, which offered to take the Lead Partner role for the Task Group on Antimicrobial Resistance (AMR), will be invited to introduce the proposed Terms of Reference for this Task Group (cf. document EGTOR 4/4.3/1).

The Meeting will be invited to consider the presented Terms of Reference, and, after possible revisions, **endorse** them, as appropriate.

4.4 ToR for the Expert Group on Alcohol and Substance Abuse

Norway, which offered to take the Lead Partner role for the Expert Group on Alcohol and Substance Abuse (ASA), will be invited to introduce the proposed Terms of Reference for this Expert Group (cf. document EGTOR 4/4.4/1).

The Meeting will be invited to consider the presented Terms of Reference, and, after possible revisions, **endorse** them, as appropriate.

4.5 ToR for the Task Group on Alcohol and Drug Prevention among Youth

Sweden, which offered to take the Lead Partner role for the Task Group on Alcohol and Drug Prevention among Youth (ADPY), will be invited to introduce the proposed Terms of Reference for this Task Group (cf. document EGTOR 4/4.5/1).

The Meeting will be invited to consider the presented Terms of Reference, and, after possible revisions, **endorse** them, as appropriate.

4.6 ToR for the Expert Group on Horizontal Cooperation on Lifestyle-related non-communicable diseases and good social and work environments

Finland, which offered to take the Lead Partner role for the ToR for the Expert Group on Horizontal Cooperation on Lifestyle-related non-communicable diseases and good social and work environments (HOC), will be invited to present its ideas and proposal concerning this Expert Group. It is foreseen that the Term of Reference for this Expert Group will be developed after EGTOR.

The Meeting will be invited to consider the presented ideas and proposal, and **decide**, as appropriate.

4.7 ToR for the Task Group on Occupational Safety and Health

The SIHLWA EG Chair, on behalf of the ILO which offered to take the Lead Partner role for the Task Group on Occupational Safety and Health (OSH), will be invited to introduce the proposed Terms of Reference for this Task Group (cf. document EGTOR 4/4.7/1).

The Meeting will be invited to consider the presented Terms of Reference, and, after possible revisions, **endorse** them, as appropriate.

4.8 ToR for the Task Group on Indigenous Mental Health, Addictions and Parenting

Canada, which offered to take the Lead Partner role for the Task Group on Indigenous Mental Health, Addictions and Parenting (IMHAP), will be invited to introduce the proposed Terms of Reference for this Task Group (cf. document EGTOR 4/4.8/1).

The Meeting will be invited to consider the presented Terms of Reference, and, after possible revisions, **endorse** them, as appropriate.

5. Presentation of the EGTOR work to the CSR

The Chair will summarize the discussions and will make a proposal on how to present the EGTOR work to the CSR 17 Meeting scheduled for 29-30 June 2010.

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

6. Adoption of the EGTOR 4 Meeting minutes

The Secretariat proposes that it would send out draft EGTOR 4 Meeting minutes to the participants on 14 June 2010 and that comments on the draft would be due, at the latest, on 16 June 2010. A revised report would then be distributed on 18 June 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.

7. Any other business

Provided time permits, the Secretariat will address the following issues:

- outcome of the Baltic Sea States Summit (to be submitted as document EGTOR 4/7/Info 1);
- updated EUSBSR Action Plan (cf. document EGTOR 4/7/Info 2);
- preparation of the annual progress report on the implementation of health actions in the EUSBSR (cf. document EGTOR 4/7/Info 3);
- forthcoming issue of the NDPHS e-Newsletter.

The Meeting is invited to **take note** of the presented information / **decide**, as appropriate.

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

8. Closing of the meeting

The Meeting is expected to terminate on 9 June 2010 at approximately 16:00 hours.