

GUIDELINES FOR SUBMISSION OF STATEMENTS TO THE WORLD HEALTH ASSEMBLY PROCEEDINGS

How the World Health Assembly Works

The World Health Organization (WHO) was established over 65 years ago to promote health and ease the burden of disease worldwide. WHO takes direction for its goals and priorities from the 194 Member States it is designed to serve. Each year, senior health officials from Member States come to Geneva to participate in the World Health Assembly (WHA). It is at the WHA that WHO's work is reviewed, new goals are set, and new tasks assigned.

The Seventieth World Health Assembly (WHA 70) this year has a long and complex list of health challenges and responses to review.

The Process at the Annual World Health Assembly

At the WHA, two main types of meetings are held, each with a different purpose:

- **Committees** meet to debate technical and health matters (Committee A), and financial and management issues (Committee B), and approve the texts of resolutions, which are then submitted to the plenary meeting.
- **Plenary** is the meeting of all delegates to the WHA. The WHA meets in plenary several times in order to listen to reports and adopt the resolutions transmitted by the committees. The Director-General and Member States also address the delegates at the plenary.

In addition, **technical briefings** are organized separately on specific public health topics to present new developments in the area, provide a forum for debate and to allow for information sharing.

An **agenda** with the list of topics for discussion will be released prior to the Assembly. The agenda is not timed, and while the Chair generally proceeds through the list of topics in order, there may be changes to the agenda if so decided by the Chair. Each topic will be discussed for the amount of time it takes to get through it, which means that timing is very approximate during the proceedings.

Non-State Actors (NSA) in official relations with WHO are allowed to submit statements to the WHA to be read from the floor and entered into the official record. Statements must be submitted via the NSA delegation. Statements are required to be submitted at least a day before the agenda item is scheduled to be presented on the floor.

GHC has official relations with WHO and as such will accept statement proposals from GHC members who are part of GHC's official WHA delegation.

GHC Guidelines for Member Organizations Wishing to Submit a Statement to WHA

Format & Content

- The draft statement will:
 - Begin with **“Global Health Council in collaboration with NAME OF YOUR ORGANIZATION”**;
 - Clearly state the position and recommendations being made concerning a particular agenda item;
 - Be **300 words or less** (per WHO requirements); and
 - Be oriented in a constructive manner and avoid hyperbole.

Process:

- Draft statements should be submitted to GHC **as early as possible, but no later than May 15, 2017**. Please send statements to GHC Communications & Member Engagement Manager Liz Kohlway (ekohlway@globalhealth.org).
- GHC will review each draft statement to ensure that it is:
 - Aligned with GHC vision, principles and positions (as relevant);
 - Constructive in approach; and
 - Relevant to GHC’s partnership with WHO.
- GHC will make a strong, good faith effort to work with the member submitting the draft statement to agree on content and message. *GHC reserves the right to decline to submit any statement if we are not able to agree on content and message that are aligned with GHC’s vision, principles, and positions.*

Approved Statements:

- Once your statement has been approved, you must designate one representative from your organization to read the statement on the floor (this individual will gain special permission to access the floor). Please send his or her name to Liz Kohlway (ekohlway@globalhealth.org), **at least one day prior** to when the agenda item is scheduled to be discussed. Please note that the WHA agenda changes on a daily basis, so you should be prepared to wait and/or adjust your schedule accordingly. If you cannot identify a speaker from your organization, please let us know ASAP so we can request a volunteer from our delegation.

IMPORTANT

- **Please submit no more than three statements per organization.**
- **If there are multiple statements submitted from different GHC member organizations on the same agenda item, GHC will work with those members to produce one collaborative statement.**
- **You must be part of the GHC delegation to submit a statement.**
- **If you wish your statement to be read during the WHA proceedings and recorded in the WHA official record, you must be present at the time the agenda item is being discussed.**