



**Amended and restated terms of reference of the  
Programme Subcommittee of the Regional Committee for the  
Eastern Mediterranean Region**

1. The Programme Subcommittee of the Regional Committee for the Eastern Mediterranean held its sixteenth meeting on 22–23 February 2023 at the WHO Regional Office for the Eastern Mediterranean in Cairo, Egypt. The Programme Subcommittee was established in response to resolution EM/RC63/R.6 (2016).
2. An overview of the Programme Subcommittee was presented. It was noted that the Programme Subcommittee played a crucial role in enabling the Regional Committee for the Eastern Mediterranean and other WHO governing bodies to focus effectively on priority issues for countries of the Region.
3. Members considered amended and restated terms of reference of the Programme Subcommittee that had been drafted by the WHO Secretariat. It was explained that as well as providing critical guidance to the Secretariat in preparing for sessions of the Regional Committee, the Subcommittee had several other important functions which had grown in recent years, for example monitoring the implementation of Regional Committee recommendations and decisions and advising the Regional Director on regional Member State representation on global governing body committees. It was felt that the Subcommittee's existing terms of reference, as set out in Regional Committee document EM/RC63/8 Rev.2, were insufficiently detailed, and so an amended and restated version had been prepared.
4. Members of the Subcommittee welcomed the amended and restated terms of reference and approved in principle a draft decision adopting them, to be put to Member States (Annexes 1 and 2).

## **Annex 1**

### **Decision No. X Terms of reference of the Programme Subcommittee of the Regional Committee**

The Regional Committee, mindful of the critical role of the Programme Subcommittee not only in supporting the preparatory work for sessions of the Regional Committee, but also in other important functions such as monitoring the implementation of resolutions and decisions of the Regional Committee;

1. DECIDES to adopt the amended and restated terms of reference of the Programme Subcommittee of the Regional Committee annexed to this decision.

[TORs to be annexed]

## **Annex 2**

### **Amended and restated terms of reference of the Programme Subcommittee of the World Health Organization (WHO) Regional Committee for the Eastern Mediterranean Region**

1. In accordance with Rule 16 of the Regional Committee's Rules of Procedure, the Programme Subcommittee is a subsidiary body of the Regional Committee established by the latter for the study of, and to report on, any item on its agenda. Specifically, the Programme Subcommittee shall perform the following functions:
  - a. Support the preparatory work of the Regional Committee by reviewing the provisional agenda of the Regional Committee, working documents, reports, and draft resolutions and/or decisions submitted by the Regional Director.
  - b. Monitor the implementation of recommendations and decisions of the Regional Committee and advise the Regional Committee on sunseting resolutions adopted by the Regional Committee.
  - c. Advise the Regional Director on proposals for designation of Member States on committees of governing bodies of WHO that require representation from the Eastern Mediterranean Region.
  - d. Review and make recommendations on matters related to the WHO General Programme of Work, Programme Budget, regional vision and other regional public health strategies, before they are considered by the Regional Committee. Additionally, the Programme Subcommittee shall:
    - advise as to whether proposed budget for and cost implications of draft resolutions and/or decisions are feasible within the timeframe proposed; and
    - advise as to whether an appropriate monitoring and evaluation system for draft resolutions and/or decisions has been established.
  - e. Recommend to the Regional Committee additional resources required by the Regional Office and propose mechanisms for Members to contribute additional funding for the implementation of Regional Committee resolutions and decisions.
  - f. Examine reports on implementation of the recommendations of internal and external auditors and advise the Regional Committee on any remedial action needed.
  - g. Consider and make recommendations on any other programmatic, administrative, budgetary or financial matters that the Regional Committee may deem appropriate.
  - h. Submit reports on its deliberations to the Regional Committee.

## Membership and meetings

2. The Programme Subcommittee will consist of eight members selected from among Regional Committee Members, three each from among the Members of Group 2 and Group 3 countries, and two from among the Members of Group 1, as per resolution EM/RC63/R.6. Please see the table in Appendix 1.
3. Suggested Members of the Programme Subcommittee should be highly competent and experienced public health officials in senior management positions at the level of deputy minister or director of key technical programmes. Membership of the Programme Subcommittee will change on a rotating basis. The office bearers of the Regional Committee (i.e. the Chair and Vice-Chairs) may also participate as observers of Programme Subcommittee meetings or parts thereof.
4. The Programme Subcommittee will elect a Chair, Vice-Chair and Rapporteur from among its members. The office bearers of the Programme Subcommittee will serve for a nonrenewable period of one year.
5. In consultation with the Chair of the Programme Subcommittee, the Regional Director may invite one or more relevant experts to attend Programme Subcommittee meetings (or parts thereof) to enhance the discussion of particular agenda item(s) or technical paper(s) being considered by the Programme Subcommittee.
6. All Members of the Programme Subcommittee will be appointed by the Regional Committee and will serve for a period of two years. In order to maintain some institutional memory of the working of the Programme Subcommittee, four members will be replaced each year following the English alphabetical order of country names within each Group.
7. The Regional Director will, in consultation with the Chair of the Programme Subcommittee, convene a meeting at least once annually for a duration ideally not exceeding three working days. The modality for holding each meeting will be discussed in advance.
8. The WHO Secretariat will provide any necessary technical and administrative support to the Programme Subcommittee.
9. The proposed schedule for membership of the Programme Subcommittee is attached at Appendix 1 of this document.

## Appendix 1 Membership of the Programme Subcommittee

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Group 1	Group 2	Group 3
Egypt Libya Morocco Tunisia	Bahrain Iraq Kuwait Oman Qatar Saudi Arabia United Arab Emirates Yemen	Afghanistan Djibouti Islamic Republic of Iran Jordan Lebanon Pakistan Somalia Sudan Syrian Arab Republic
↓	↓	↓
Two members	Three members	Three members

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