

Retooling Task Force 12 Month Work plan January to December 2007

Background information

At the meeting in Abuja, Nigeria in April 2006, the Stop TB Coordinating Board endorsed the terms of reference for the task force on retooling.

The task force is made up of designates from six of the working groups, national TB program managers, GDF staff, and others (see list attached). The first face-to-face meeting took place in early July in Geneva. At that meeting, the task force agreed to produce a guide on the adoption, introduction and implementation of new tools. Several of the task force members volunteered to be on a writing committee to guide the development of the document. With funding from USAID, FIND and the Global Alliance for TB Drug Development, Management Sciences for Health (MSH) was contracted to draft the document.¹ The work began in early August and the writing committee met weekly with the MSH to review progress. A second face-to-face meeting was held between the writing committee and MSH staff in Geneva on 13th September to review the first draft. This draft was then revised and sent to the full committee, which met on 11 and 12 October at the MSH offices in Virginia.² The document was updated, resent to the committee for comment and a final draft was submitted to the Coordinating Board for endorsement.

At the October meeting, the task force drafted a 12 month work plan for activities moving forward. These activities are described below.

1. Dissemination of guide

Following revision and endorsement by the Coordinating Board, the retooling task force, in collaboration with the Coordinating Board and with the assistance of the Secretariat will develop a dissemination plan for the guide. This will include presentations and hard copy distribution in the annual meetings of the working groups and key global and regional conferences and meetings (list to be developed by the Secretariat). It will also include presentations targeted at donors that fund both development of new tools and TB control programs globally.

¹ USAID contributed \$50,000, FIND and the TB Alliance contributed \$10,000 each

² Travel for high burden country representatives to these meetings was supported through funding from the Stop TB Partnership.

2. Expansion of the task force membership

The task force will continue to reach out to groups not yet represented. These include additional National TB Program managers, relevant WHO departments like the Essential Medicines, and the ACSM working group.

3. Creation of timeline and prioritization schedule for production of additional documents and guidelines

During the process of writing the guide, the task force identified a number of key documents that would be critical for the retooling process. These include (but are not limited to):

- guidance on stakeholder engagement;
- an updated pipeline chart;
- retooling monitoring and evaluation framework;
- illustrative timelines for post regulatory process;
- recommendations for introduction of specific new tools and;
- revised and expanded checklist on introduction (annex 2-4 of current document).

4. Development documents

Once a timeline has been established, develop documents, per activity 3.

5. Organization of regular teleconferences and face to face meetings

The full task force will meet at least once per quarter by teleconference or in person.

Estimated budget for 2007

The working group is requesting a budget of US\$150,000 for 2007 for the following. \$30,000 has already been committed by TDR.

- a. Meeting support (the task force plans to meet face to face 2-3 times per year and has scheduled the next meeting for January 2007 in New York);
- b. Subcontracting to develop new guidelines and documents (see activity 3 and 4);
- c. Design and printing of the retooling document; and
- d. Dissemination of the document.