



GAVI Alliance Board Meeting

4-5 December 2012

Hyatt Regency Hotel, Dar es Salaam, Tanzania

Monday 3 December: Pre-Board meetings and Field Visits

Tuesday 4 December: 08.00-18.00 (Board meeting Day One)

Wednesday 5 December: 08.00-17.00 (Board meeting Day Two)

Thursday 6 December: Post-Board meetings

Action sheet

Item	Request	Matter	Responsible	Status
1	12-13 June 2012; §1	ACTION SHEETS Going forward, the Secretariat should ensure items on the action sheet described as "in progress" and not addressed elsewhere in the Board pack include a short statement on activity.	Secretariat (Adams)	Done
2	12-13 June 2012; §1	EXECUTIVE SESSIONS Going forward, the Board workplan should include executive sessions, and the date and time of the executive sessions.	Secretariat (Adams)	Done
3	12-13 June 2012; §1	CHOLERA The Secretariat should add a discussion on cholera to the Board workplan for December 2012.	Secretariat (Adams)	EC agreed to include this in the vaccine investment strategy
4	12-13 June 2012; §1	OPTIONS PAPER The Secretariat should follow-up on the retreat Options Paper to provide analysis on opportunities, trade-offs, and costs between options.	Secretariat (Schwalbe)	Will be addressed in the vaccine investment strategy
5	12-13 June 2012; §2	ORGANOGRAM The Secretariat should provide the Board with an organogram when the current restructure and recruitments have taken place.	Secretariat (Evans, Pawlow)	To be provided at the Board meeting

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6	12-13 June 2012; §6	<p>HSS</p> <ul style="list-style-type: none"> Health systems strengthening should be a standing item on the Board agenda. As part of the Secretariat's reporting, the Board should be updated on revisions to programme funding commitments. The conclusions of the Health Systems Funding Platform (HSFP) IRC should be included in this report. 	Secretariat (Adams, Greene, Schwalbe)	Done Done Done
7	12-13 June 2012; §6	<p>HSFP CHAIR REPORTING</p> <p>The Chair of the HSFP IRC, or his/her delegate should report to the Board upon request.</p>	Board	Done
8	12-13 June 2012; §7	<p>BUSINESS PLANNING PROCESS AND RISK MANAGEMENT UPDATE</p> <ul style="list-style-type: none"> Links: The business plan should link costs to results. WHO and UNICEF Funding: As part of their requests for funding from the 2013-2014 business plan, WHO and UNICEF should provide information on their contributions to GAVI-related activities. Risk: Going forward, business plan updates should include more detail on assessment of risk and ranking of risk, including attaching the risk register in the Board pack. 	Secretariat (Evans); WHO; UNICEF	Done Done Done
9	12-13 June 2012; §15	<p>AVI Reporting</p> <p>The Secretariat should provide more frequent report on the vaccine supply situation to the Board.</p>	Secretariat (Berkley, Pearman)	Done

As of 20 November 2012