

ONCHOCERCIASIS ELIMINATION PROGRAM IN UGANDA

The Uganda Onchocerciasis Elimination Committee (UOEC)

Terms of Reference and Procedures of Operation

The Uganda Program for Elimination of Onchocerciasis (UPEO):

The Uganda Program for Elimination of Onchocerciasis (UPEO) is a multi-approach program using targeted vector control/vector elimination and semi-annual treatment with ivermectin (Mectizan^R) dedicated to the goal of eliminating onchocerciasis in all the foci in the country. UPEO was launched in January, 2007 with the highest political and financial support in the country.

UPEO is a program of the Ministry of Health (MOH), affected districts and communities of Uganda with financial support from government, the Carter Center, Sight Savers International (SSI) and any other interested parties. The Carter Center also provides technical and where necessary administrative and logistic support to the UPEO.

Elimination of onchocerciasis in Uganda will entail:

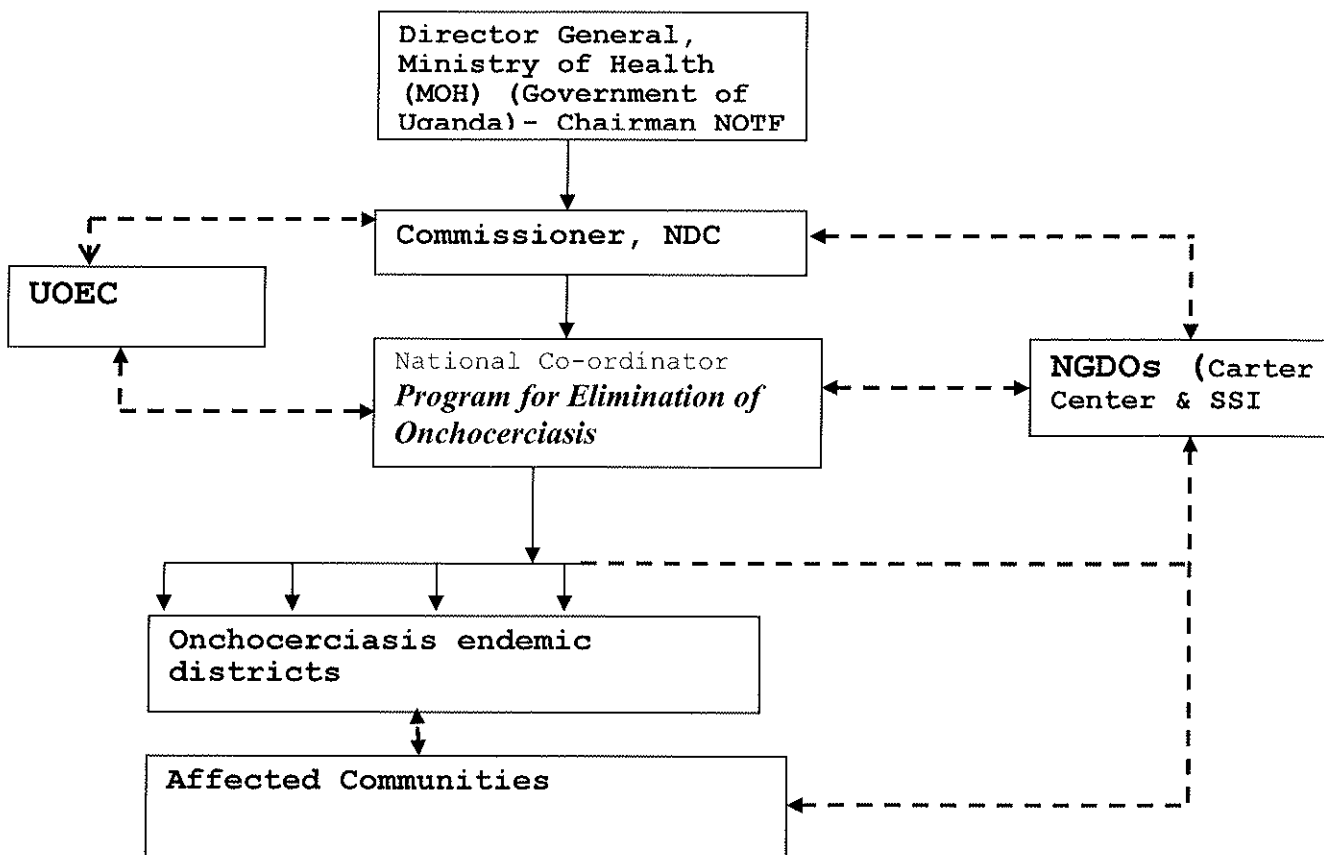
- interruption of onchocerciasis transmission, and eventually elimination of the disease.
- Rigorous satisfaction of elimination certification criteria (indicators for elimination) which will be established and periodically reviewed in detail, focus by focus, by the Uganda Onchocerciasis Elimination Committee (UOEC), a group of national and international experts convened under the auspices of the UPEO. The criteria used will be developed by the UOEC with due reference to WHO, APOC and OEPA criteria and protocols.

Uganda Elimination Committee (UOEC):

The Uganda Onchocerciasis Elimination Committee (UOEC) is a UPEO advisory body composed of national and international experts that conducts annual review, monitoring and evaluation of UPEO activities, recommends to the UPEO effective approaches and methods for hastening onchocerciasis elimination. The secretariat for the UOEC will be the Carter Center Country Representative, and a co-secretary who is currently, the MOH's National Co-ordinator for UPEO. The UOEC was formed in 2008 in order to provide credible, independent and international technical support for the new government policy on onchocerciasis elimination.

For the three years of the UOEC logistical, financial and administrative support for meetings will be provided by The Carter Center, with subsequent support based on progress and availability of funds. Other partners are also encouraged to provide financial support to the UOEC.

Organogram for the Uganda Program for Elimination of Onchocerciasis (UPEO)



----- Liaison lines

----- Administrative lines

Number of UOEC Meetings Per Annum:

The UOEC will meet at least two days, once a year, or more often as required. The site of meeting will be Kampala.

Roles of The Carter Center, Country Representative and National Co-ordinator to UOEC :

There will be two co-secretaries to the UOEC, the Country Representative of The Carter Center and the National Co-ordinator of UPEO (a government employee of Ministry of Health (MOH)). The cosecretaries will be nonvoting members of the UOEC. They will work with the Chair of

the UOEC to develop agendas, organize all aspects of the meetings and provide minutes. The secretaries shall participate fully in all UOEC meetings, but only one from MOH has the right to cast votes in case of a deadlock.

UOEC Composition:

The UOEC shall consist of 10 voting members and 2 non-voting cosecretaries (the Carter Center Representative, and the MOH's National Co-ordinator). The 10 official members include four institutional liaison members representing The African Programme for Onchocerciasis Control (APOC), Sight Savers International (SSI), Ministry of Health, and The Carter Center. There will be two representatives from affected districts, and four at-large independent members who will be selected for their professional expertise in tropical diseases, finance and/or administration. The World Health Organization (WHO) representative in Uganda will be representing the national level certification agency, hence will attend UOEC as an observer. Lions Clubs/LCIF will also have an observer status. Institutional and at large members have equal voting privileges.

UOEC Membership summary:

1. The MOH (1) plus co-secretary (nonvoting)
2. The Districts (2)
3. The Carter Center (1) plus co-secretary (nonvoting)
4. SSI (1)
5. APOC (1)
7. At large (4)

Selection of UOEC members, and Terms of Service

Institutional members are selected by their agencies and serve at the discretion of their institution. Terms of service for at-large UOEC members are four years, usually with a two-term limit. The recruitment of at large members shall be timed to stagger completion of terms. At-large members, except for the representative of a national program, are nominated for service by the UOEC. A simple majority vote of a quorum of UOEC members is sufficient to elect at-large members. District representation to the UOEC shall be rotational serving a 2 year term limit. The chairman of UOEC will be elected from at-large members by a simple majority of a quorum (at least 7 UOEC members) of the full UOEC membership.

The Role of the UOEC Chairperson:

The UOEC Chairperson will be elected by fellow UOEC members. The normal term of service is two years with the option of the UOEC to renew the Chairperson's tenure for additional terms. The Chairperson will consult with the UOEC members (including the co-secretaries) on a regular basis and communicate directly with UOEC members on related issues. The UOEC Chairperson in consultation with UOEC members and relevant parties will develop the agenda, chair all UOEC meetings, and receive reports from any ad hoc sub-committees.

UOEC Responsibilities:

UOEC agendas will include reports on programmatic activities in each targeted focus, data analysis, monitoring and evaluation activities, certification activities, and financial status of the UPEO. Scientific presentations of international research relevant to UOEC, and updates on regional programs (APOC, OEPA, NTDs, etc), will be given during the meeting.

The UOEC has the responsibility to review national plans and other relevant onchocerciasis related proposals (e.g. operations research) submitted for assistance to determine their viability, and to make recommendations on design and operational issues. The UOEC serves a forum for the partners to discuss key issues related to the national initiative. The UOEC plays a general role in prioritizing activities, non-routine activities toward national goals, and also stimulates interest in sustained support for the national initiative through an advocacy role including public relations and the dissemination of appropriate information.

Advocacy and Other Roles: The UOEC shall play a general role in stimulating interest in sustained support for the Uganda elimination initiative and have an advocacy role including public relations and the dissemination of appropriate information

UOEC Travel and Per Diem Policy:

In the first three years of its meetings, The Carter Center will support travel of UOEC national and at large members, who will be reimbursed for reasonable travel costs and given an adequate per diem allowance to cover hotel and meals and incidental expenses, in accordance with Carter Center policies. UOEC members belonging to SSI, APOC, and Lions Clubs will arrange to have these costs covered by their respective organizations.

Accepted at First UOEC Meeting: August 2008

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