

Proposed Agenda for UNITAG meeting scheduled for Monday 13th June 2016, 02:00 pm

Venue: WHO Boardroom, Kampala

Agenda

No.	Time (hrs)	Agenda Item	Responsible person	Comments
1.	1400	Calling meeting to order and adoption of the agenda, conflict of interest declaration	Chair	
2	1405	Remarks from the Chair	Chair	Meeting objectives, and update on activities of UNITAG involvement since last meeting
3	1410	Review of previous minutes	All	To ensure accuracy of recording
4	1420	Presentation: report from UNITAG training in developing evidence based recommendations in Jan 2016	Drs. Jesca/Annet	To bring all members to a general understanding of the process involved
5	1440	Reactions to presentation (Q and A)	All	
6	1500	Tea Break	All	
7	1515	UNITAG workplan 2016	Chair and Secretariat	Formation of working groups, Working groups develop ToRS, Question Formulation New Vaccine Introduction for Rubella containing vaccine and Yellow Fever into EPI, Tetanus switch to Tdap, UNITAG strategy
	1600	Presentation of WG ToRs to Plenary	WG Chairs	For review and adoption
	1650	Closing Remarks	Chair	
	1700	Depart	All	