



Implementing Best Practices Initiative

IBP INITIATIVE UPDATE – JUNE/JULY 2003

Starting with July 2003, the *Implementing Best Practices Initiative* Secretariat will provide a bi-monthly update to keep Consortium Members informed about progress to date and current issues. Please pass on to interested parties.

India Meeting

Planning for the India Meeting is in high gear. The India Steering Committee has done an excellent job of finalizing the Agenda and the list of participants. The Exercises for the Small Group Sessions will be finalized by the Exercise Task Team by the end of this week. At this point, they are looking very good.

IBP Consortium Members have been sent the draft of the invitation and all the annexes. Travel information and information for shipping materials to the India Meeting is contained in those annexes. Please be sure to note that a visa is necessary, so additional advanced planning is required. Traveling from New Delhi to Agra is also important to plan ahead.

Mr. Ricky Thaper (ricky_thaper@sisy.com) is handling the India Meeting logistics. Feel free to contact him with any questions. If you need a signed letter from WHO faxed to you for your visa application or have other queries about the India Meeting, please contact Maggie Usher-Patel.

Point Person at WHO for IBP Consortium: Maggie Usher-Patel

India Steering Committee Leader: Barbara Spaid, Engender Health/India

Small Group Exercise Task Team Leader: Jim McMahon (with assistance from Bob Rice)

India Meeting Preparation Timetable

The preparation timetable is being updated and [a draft will be circulated](#) by July 18.

Please keep in mind that Mini University and Small Group Exercise facilitators should arrive at the hotel in Agra by 17:00 on Friday, September 19, as facilitator training is scheduled for Saturday, September 20.

Point Person at WHO for IBP Consortium: Maggie Usher-Patel

Facilitator Training Task Team Leader: Bob Rice

Launch of the IBP Consortium

We are planning a short programme to officially launch the IBP Consortium at the India Meeting Inaugural Dinner. We are also planning to hold a short meeting of IBP Consortium heads of agencies, focal persons and/or their designees to review progress and discuss next steps. Details about these two events will follow.

~~The time for the meeting and the details of these two events will be confirmed in the near future.~~

Point Person at WHO for IBP Consortium: Maggie Usher-Patel, with Florence Carayon

Mini University Agenda

The Mini University Agenda is nearly finalized, and Bob Rice is confirming speakers at this time. Those of you who are facilitators for the Mini University sessions should plan to have your PowerPoint presentations to Bob (rrice@fhi.org, copy to djirlds@fhi.org) no later than August 27. That deadline is necessary so that we can prepare the booklet be given to participants at registration and for the Tool Kit. Also, you are requested to provide Bob with three questions for the Treasure Hunt, as well as three key messages from your presentation for other materials that will be assembled after the IBP Intra-Country Meeting.

Point Person at WHO for IBP Consortium: Susan Monaghan

Task Team Leader: Bob Rice/Florence Carayon

Technology Café/Info Mela/Distribution of Materials

Natalie Maier will be sending out instructions about the Technology Café very shortly. For the purpose of the Technology Café, you should plan to bring at least one portable computer, properly labeled. Please be sure you have sent Natalie a short synopsis of any CD-ROM or Website you want to demonstrate during the Technology Café.

If you have not yet sent your materials for distribution at the India Meeting, **please do so as soon as possible**. To review instructions for shipping materials for the Meeting, see the Information Sheet distributed by Maggie Usher on Friday, July 11, with the invitation annexes.

Point Person at WHO for IBP Consortium: Susan Monaghan

Task Team Leader: Natalie Maier

Electronic Communication System

The system design contract for the Electronic Communication System should be signed in the coming week, and the six-month project should commence the first week in August. Our goal for the system is to have a final product available in time for the launch of the IBP Initiative in Africa in early 2004. Components of the system will be designed for use in following up the India Meeting.

The IBP Communication System demonstration we had planned in India will now be done immediately after the IBP Intra-Country Meeting. Since the actual system design begins in early August, this means there will be some developmental work on specific functionality

that will be completed before the demonstration in India. A more relevant product will enhance our ability to get involvement and useful feedback on the system. (Consortium members saw only the prototype for the system in May.) The system will also be demonstrated in Lusaka in late August during the JHPIEGO Best Practices in Training Conference.

We have presented the prototype system to all staff in the RHR Department and have received excellent feedback about it. We are pleased that staff from the Department have volunteered to join the Electronic Communication System Task Teams, which will be involved in the development and testing of the Electronic Communication System. As a reminder, the four teams include:

- Governance and Co-ordination
- Localization and Usability
- System Development and Maintenance
- Training and Mentoring

We expect that if you wish to participate in any of these Task Teams, you will have already contacted us. Just in case, we attach the description of each Task Teams and their current membership. Tim will be scheduling conference calls by August 1 to initiate the work of each of the Teams. Subsequent “meetings” will probably be via e-mail.

Point Person at WHO for Consortium: Maggie Usher-Patel

Task Team Leader: Tim Ryan

Mentoring/Follow-up Programme

Susan Palmore has been working with the Mentoring/Follow-up Task Team to finalize a brief, descriptive paper on the Follow-up Programme for IBP Consortium Members. This will be circulated in the next few days. The follow-up is a critical component of the IBP Initiative, and one in which we all need to pull together to get off the ground. Susan Palmore is taking the key points out of this larger descriptive document so that we have succinct papers that summarize the vision of the follow-up by our partners and in-country representatives. Susan Monaghan will be contacting those involved in the follow-up in India, as well as the IBP India Steering Committee, by the end of July so that the specifics can be organized to ensure success.

Point Person at WHO for IBP Consortium: Susan Monaghan

Task Team Leader: Susan Palmore

Tool Kit

Sallie Craig Huber has initiated the work of the Tool Kit Task Team. She will be contacting each organization in the Consortium to have them review the materials that were listed in the Cairo Tool Kit, and to add new materials/delete no longer relevant materials. Bob Rice will be forwarding her the PowerPoint presentations for the Mini University sessions for inclusion on the Tool Kit. We plan to discuss the possibility of a more generic tool kit that can periodically be updated, though this version will not be ready for the India meeting. The

more generic version could be the basis of the material that will be loaded into the IBP Communication System, and the CD would be available for those without internet access.

Point Person at WHO for IBP Consortium: Susan Monaghan

Task Team Leader: Sallie Craig Huber

Africa Launch

Susan Monaghan will visit four countries in August for the purpose of finalizing the countries to be included in the first tranche of African countries in which the IBP Initiative will be launched. These include Ethiopia, Tanzania, Uganda, and Zambia (note: we have dropped Kenya because of security considerations). Also, Maggie Usher-Patel will present the IBP Initiative at a WHO-organized Regional Conference on Best Practices in Johannesburg, July 27-31. Several leaders in reproductive health programs will be there and it will be an excellent opportunity to start setting the stage for the Africa launch.

A planning meeting for the Africa launch will be scheduled in Zambia for Friday afternoon, August 15 (many Consortium members will be there for the JHPIEGO Conference). In addition, a planning meeting will be scheduled during the India Meeting, while many of the Consortium members are present. The anticipated timing for the first phase of the Africa launch is a meeting in early 2004. While February dates were preferred by at least one organization due to funding/program considerations, a scheduling conflict may result in March dates. Firm dates will follow in the next few weeks. You are asked to let us know if mid-March is not feasible for your organization.

Point Person at WHO for IBP Consortium: Susan Monaghan

Task Team Leader: To be determined

New Implementing Best Practices Initiative Paper

Recently, we developed a short, descriptive piece on the Implementing Best Practices Initiative for the WHO Policy and Coordination Committee (PCC) Meeting. It is attached for your use, and we are open to suggestions for improvement. We will also be sending you via snail mail a copy of the poster that was prepared for PCC. The IBP Electronic Communication System was featured on the poster.

Point Person at WHO for IBP Consortium: Susan Monaghan

Task Team Leader for Printed Materials: Michele Heerey

Funding Needs

During the recent PCC Meeting in Geneva, a preliminary and informal meeting was held with representatives from the Gates Foundation and the Hewlett Foundation about partnerships and the work of this Department in countries. We presented a cohesive vision of our programme of work with countries and emphasized the IBP Initiative as having considerable potential to ensure more effective support to countries. ~~assistance~~. Please note that WHO has very strict guidelines on fund raising, which we must follow. While we move forward on the formal level to comply with WHO regulations, we are also open to discussing with Consortium Members any informal suggestions you may have or contacts you have established.

Point Person from WHO for IBP Consortium: Susan Monaghan

New Publication: WHO/UNFPA Draft Discussion Document -- Essential Drugs and Other Commodities for Reproductive Health

This discussion document is being issued by UNFPA and WHO/RHR as an interim guidance document on essential reproductive health drugs and commodities. We are going to include a copy in your snail mail package for the purpose of soliciting comments and suggestions for its further development. In the interim, WHO/RHR is working with our Department of Essential Drugs and Policy to review the technical evidence in order to harmonize the different lists that are currently available. We will then undertake a consensus-building process to identify a core list, which will then be included in the WHO Model List of Essential Drugs and Formulary. Please share this manual with your colleagues, as your feedback is essential to the further development of an essential list of reproductive health drugs and commodities.

Contact person: Maggie Usher-Patel or Jagdish Upadhyay (upadhyay@unfpa.org)

Efficiency in our communication with you: Please note that with each item above, we have indicated who from our team (Maggie or Susan) will be the lead person from the WHO IBP office handling that particular issue. We ask that, if you contact us on these items, you write to the point person, with a copy to the other, instead of addressing the e-mail to both of us. That way, we will both stay informed, but we will both not respond to your e-mail or—worse yet—both expect that the other is responding to your e-mail and you wait with no answer.

Coming months' activities:

- Finalize India Meeting**
- Plan for Africa launch of IBP**
- Initiate Advocacy in Africa for IBP Initiative**
- Initiate Development of the IBP Communication System**
- Demonstrate the IBP Communication System Prototype in Lusaka**
- Refine the IBP strategy**

All the best. Maggie and Susan

July 2003