

# **ACT-Accelerator Tracking & Monitoring Task Force Civil Society & Community Representatives Terms of Reference**

The Civil Society and Community Representatives (two in total) will advocate the viewpoints and needs of NGOs and Communities within the ACT-Accelerator Tracking & Monitoring Task Force, supported by the Platform for ACT-A Civil Society and Community Representatives.

The two representatives will include at least one NGO Representative and one Community Representative, with at least one representative from a low or middle income country.

Please note, for the purposes of this call for nominations, the role of Community Representative is open to all populations who are known to have vulnerabilities to COVID-19 and representatives of communities living with COVID-19 (including Long COVID) in a low or middle income country.

In addition we highly encourage frontline health workers and individuals living and working within countries or contexts where equitable access to COVID tools is most at risk to apply to be representatives.

**If you have any questions, or would like to discuss this role further, please contact Courtenay Howe, Coordinator of the Platform for ACT-A Civil Society & Community Representatives ([courtenay@stopaids.org.uk](mailto:courtenay@stopaids.org.uk))**

## **ACT-Accelerator (ACT-A)**

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The ACT-Accelerator (ACT-A) is designed to accelerate the development, production and equitable global access to safe, quality, effective, and affordable COVID-19 diagnostics, therapeutics and vaccines.

The overarching coordination for ACT-Accelerator is the Facilitation Group, which is supported by a small secretariat/coordination hub at WHO. The Facilitation Group is intended to oversee progress from the four main pillars:

- Vaccines (co-convenors: CEPI, Gavi & WHO)
- Therapeutics (co-convenors: Wellcome Trust & Unitaid)
- Diagnostics (co-convenors: FIND & Global Fund)
- Health Systems & Response Connector (co-convenors: the World Bank, Global Fund & Global Financing Facility)

## **Context of ACT-Accelerator Tracking & Monitoring Task Force**

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During the course of the current ACT-Accelerator Strategic Plan it has become clear that COVID-19 will be with us for the long-term and many countries will need continuing support to access - equitably - the countermeasures needed to manage it, especially safe and effective vaccines, therapeutics and diagnostics. In this context, it is essential to begin integrating aspects of the ACTAccelerator's work into ongoing mechanisms of organizations (e.g., WHO, Unicef, Global Fund, Gavi) that work on disease

control (e.g. vaccine preventable diseases, malaria, HIV). ACT-A agencies will focus on this in its next phase, while providing ongoing support for responding to the current epidemiological situation /outbreaks and enhancing readiness in case of a major surge in cases or mortality due to significant new variants.

As ACT-Accelerator agencies work towards greater efficiency and sustainable approaches in this period, and the need for real-time, high-level political engagement reduces, the entities of the ACTAccelerator Facilitation Council will also be consolidated to focus on monitoring impact, tracking resources, and maintaining readiness to reactivate, if needed.

To achieve this, the ACT-A Council will go into a 'stand-by' mode and will be reconvened as a full group only if needed. An ACT-Accelerator Tracking & Monitoring Task Force will continue key elements of the work of the Council, and its Tracking and Accelerating Progress Working Group (TAP WG) and Financial and Resource Mobilization Working Group (FinRM WG).

## Key Objectives

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The key objectives of the ACT-A Tracking & Monitoring Task Force are:

- To monitor the rollout of and equitable access to safe and effective vaccines, diagnostics and therapeutics including the introduction of Test and Treat strategies globally.
- To support the optimal use of available resources by tracking financing commitments and needs against priorities during the next 6-months of ACT-Accelerator's work (e.g., via the ACTA Commitment Tracker).
- To mobilize political support, if and as needed, to address specific challenges faced by ACT-A partners.
- To maintain Council and ACT-Accelerator stakeholder readiness to reactivate, as needed, in response to major surges of COVID-19 disease associated with severe outcomes.

## Task force Functions

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Drawing on information provided by the ACT-Accelerator pillars, the Global COVID-19 Access Tracker and relevant ACT-Accelerator agency dashboards, the ACT-A Commitment Tracker and other relevant reports the Task Force will meet at least once every two months to:

- review and report progress in the rollout of countermeasures globally, including (i) the vaccine target of 100% vaccine coverage in all high-risk populations and health care workers on the way to achieving 70% vaccine coverage, (ii) the introduction of Test and Treat strategies, (iii) relevant recommendations of the ACTAccelerator Council's Diagnostics and Therapeutics Working Group, and (iv) the availability of financial resources to support the demand for COVID-19 tools
- Consider other major developments relevant to its work, including in terms of the pandemic itself (e.g., evolving epidemiology of COVID-19; new Variants of Interest and Variants of Concern)
- Keep Member States and other stakeholders abreast of ACT-Accelerator's work through the provision of regular updates in relevant fora, such as the WHO COVID-19 Briefings

## **The Platform for ACT-A Civil Society and Community Representatives**

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The Platform for ACT-A Civil Society and Community Representatives is currently co-hosted by WACI Health, GFAN and STOPAIDS, working closely with the Global COVID Community Board. Members of the Board represent the voices and needs of communities most impacted by COVID in LICs and LMICs, while also drawing on the emerging global understanding of community needs, including for the diagnosis and treatment, Long COVID as well as the impact on systems of high rates of COVID. More information about the platform can be found [here](#).

## **Candidate selection process and criteria**

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The two Civil Society Representatives will collectively bring the following skills, experience and attributes to the Council's deliberations. In order to be considered for the role of NGO or Community Representatives, applicants are asked to indicate in the application form examples of how they meet the following requirements:

- A person affiliated to an NGO or Community-based organisation, group or network
- Direct experience/expertise in at least one area of work of the ACT-A at the community, regional or global level
- Experience leading collaborative and consultative approaches with civil society and communities to develop shared policy positions
- Experience developing campaigns, advocacy briefs or other tools to engage community and civil society actors to provide input and engage in issues related to those being addressed within ACT-A
- Experience and expertise of global health issues, policies and programmes (working with national governments, multilateral organisations and/ or donors)
- Understanding of global health institutions, e.g., WHO, Unitaids, Global Fund, GAVI (at country or international level) including issues of civil society and community engagement and advocacy related to those institutions
- Compelling communication skills, with the ability to engage with a broad range of stakeholders and high-level representatives
- Fluency in written and spoken English

## **Responsibilities of Civil Society Representatives and Key Performance Indicators (KPIs)**

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### **The Civil Society Representatives will:**

- Participate in all Tracking & Monitoring Task Force meetings and teleconferences (at least once every two months. The format (virtual/hybrid) and cadence of meetings will be set by the Task Force once it is established)
- Advocate for the best interests of civil society and communities living with or affected by COVID-19;
- Work in collaboration with the Platform for Community and Civil Society Representatives in ACT-A to ensure that relevant information is shared across the partnership and to develop strategies that can be implemented collectively as ACT-A develops;
- Seek input from civil society and communities on all key issues and questions raised in the Working Group, predominantly through regular participation in CSO meetings, mailing lists and

social media channels (with support from the Platform for ACT-A Civil Society and Community Representatives)

- Follow up on key issues relating to the Tracking & Monitoring Task Force between meetings, with support from the Platform for Community and Civil Society Representatives in ACT-A;
- Provide feedback on their activities and positions taken to civil society and communities through teleconferences and civil society and community mailing lists and social media channels;
- Utilise opportunities for advocacy around issues of importance to civil society and communities;
- Advocate for the participation of civil society and community representatives in the design, implementation and evaluation of ACT-A policies, programs and governance;
- Participate in an performance evaluation process;
- Commit to a high level of accountability, represented by regular communication with the civil society and communities.

### **Duration of term and cessation of appointment**

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The Task Force will operate during the period October 2022 to end March 2023 in line with the time frame of the ACT-Accelerator's 6-month plan. In February 2023 a decision will be made on whether the term of the Task Force should be extended, and in what format, based on progress in implementing the ACT-A Transition Plan, developments in the pandemic itself, and the status of the global response.

Note: Should the pandemic situation change, for example because of a significant new variant that gives rise to a major global surge in COVID-19, and there is a need to reactivate the full ACT-A Council, the role of the Task Force will be revisited.

The term of office for the Civil Society Representatives will be until the end of March 2023 and reviewed alongside the February 2023 decision on the future of the Task Force.

#### **Cessation of Appointment**

The appointment of the Civil Society & Communities Representative will cease if:

- They resign;
- Following a review and opportunity to respond, they are deemed by the Civil Society representative Group not to have met the responsibilities of their post;
- They no longer have links to an NGO or Community-based organisation(s) or group;
- If a conflict of interest is declared (between the work of the representative, their organisation or their group and the work of ACT-A) and it is not possible to work around this;
- When their term is completed.

This will be followed by a new call for nominations hosted by the ACT-A Civil Society and Community Representation Platform.

## Candidate selection process

Civil Society Representatives will be selected through the following application process:

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- A call for expressions of interest will be circulated widely through civil society and community mailing lists and social media channels
- A panel of ACT-A NGO representatives will select the NGO representative. A panel of Global COVID Community Board members & ACT-A Community representatives will select the Community representative.
- Both panels will be assisted by the Platform for ACT-A Civil Society and Community Representatives and the selection panels will score applications against the criteria above. The selection panel will take into account the geographic diversity of representatives, ensuring a balance of representation from diverse, most affected, countries and continents as well as gender balance and ensuring representation from people having been impacted by COVID-19 and/or living with Long COVID. The selection panels may also invite the top applicants to interview.