

Co-sponsorship and co-organization of a meeting with non-State actors



What is it?

Co-sponsorship

WHO co-sponsorship implies the active participation of WHO in the planning and organization of a meeting convened by an outside body. Decisions on proposals that WHO should co-sponsor a meeting are taken by the assistant director-general or regional director concerned.

Co-organization

WHO should exercise proper control over the meeting. WHO must review and agree to all aspects of the meeting including administrative arrangements, participants and documents.

What are the conditions that should be met?

- The meeting is of an international character. The objectives of the meeting are directly relevant to and conform with WHO policies, strategies, and priority concerns.
- The outcomes of the meeting will further the scientific, technical and managerial interests of WHO.
- The status, nature and membership of the inviting organizations and supporting ones are acceptable to WHO.
- The commitments expected from WHO are agreed upon by WHO.
- The non-State actors involved don't have a commercial interest in the topics to be discussed at the meeting.
- The meeting is not organized wholly or partly by private sector entities.

(Refer to eManual, Part IX.3 Other Technical Meetings)

What are the elements that should be confirmed by the entity organizing the meeting?

Co-sponsorship

- WHO's participation will be reported as a "co-sponsor of the meeting" (not an organizer).
- Any use of WHO's emblem should be cleared by WHO before it is used. WHO's emblem cannot appear adjacent, or in close proximity, to the logos of private sector entities.
- Any document containing a report of the meeting should be reviewed and cleared by WHO before it is circulated.
- When applicable, WHO co-sponsorship does not imply any financial commitment.
- WHO cannot sign the invitation letters for the meeting.

Co-organization

- WHO should exercise proper control of the meeting. WHO must review and agree to all aspects of the meeting - administrative arrangements, participants, documents, etc.
- WHO should clear any invitation letter and any material related to the event, including the report, and ensure that the layout is acceptable to WHO (DGO approval is required for any use of the WHO emblem on invitation letters).
- With regard to any joint report, WHO Press at Headquarters and the departments responsible for publications in the Regions should be consulted in good time prior to the meeting.