



BOSNIA AND HERZEGOVINA



**37<sup>TH</sup> PLENARY MEETING OF THE SOUTH-EASTERN EUROPE HEALTH NETWORK  
AND A HIGH LEVEL PRE-FORUM EVENT**  
*28-29 June 2016, Sarajevo, Bosnia and Herzegovina*

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20 June 2016

# ROAD MAP AND TIME-TABLE

## FOR THE SEEHN ACTIVITIES UNDER THE PRESIDENCY OF THE REPUBLIC OF MOLDOVA

*01 JULY – 31 DECEMBER 2016*

**NB: To be finalized after the discussions in Sarajevo at the 37<sup>th</sup> Plenary, 2016**



**ROADMAP AND TIMETABLE FOR THE ACTIVITIES OF THE SEE HEALTH NETWORK  
DURING THE PRESIDENCY OF THE REPUBLIC OF MOLDOVA, 01 JULY – 31 DECEMBER 2016 2015**

No	Milestone/Task	Responsible	Deadline	Note
<b>Section 1. Strengthening the Governance structures of the SEE Health Network</b>				
<b>1.</b>	<b>Setting up of the SEEHN Secretariat</b>			
1.1.	Finalizing and closing the Selection process of 2015	SEEHN Presidency, Ex com and Secretariat	31 July 2016	
1.2.	Launching a new selection process for the Head of the Secretariat and a new Technical Officer	SEEHN Presidency, Ex com and Secretariat	31 July 2016	
1.3.	Supporting the newly recruited staff to settle down in Skopje;	Acting Director, SEEHN Secretariat WHO HWO, Skopje	31 July 2016	<b>Completed</b>
1.4.	Collection of pending yearly contributions from the SEEHN Member States	SEEHN Presidency, Ex Com and Secretariat	31 October 2016	<b>Non-collected yearly contributions from 6 SEE</b>
1.5.	Developing and endorsing the SEEHN Yearly Financial report for 2016 and the yearly Financial plan for 2017	SEEHN Presidency, Ex Com and Secretariat	31 December 2016	
<b>2.</b>	<b>SEEHN Documentation</b>			
2.1.	Finalization of the transferring archive from the current to the permanent Secretariat and establishment of the SEEHN virtual archive on the SEEHN intranet space	SEEHN Secretariat	Ongoing	
<b>3.</b>	<b>Setting up the SEEHN documentation centre</b>	<b>Secretariat/WHO</b>		
3.1.	Finalizing the SEEHN virtual documentation centre on the SEEHN intranet space	SEEHN Secretariat	Ongoing	
3.2.	Establishment of SEEHN physical documentation centre and archiving/document retrieving system	SEEHN Secretariat	Ongoing	
<b>4.</b>	<b>SEE Health Network Executive Committee</b>			
4.1.	Regular monthly Skype Conferences of the SEEHN Ex Com	Chair, SEEHN Ex Com	Ongoing	
4.2.	Decisions of the SEEHN Ex Com on outstanding managerial and legal matters of the Network	Chair, SEEHN Ex Com	Ongoing	

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4.3.	Permanent liaison between the SEEHN Ex Com and WHO Europe	Maria Ruseva	Ongoing	
4.4.	Permanent liaison between the SEEHN Ex Com and RCC regarding: <ul style="list-style-type: none"> <li>• Visits to several other Regional Initiatives as planned in Jahorina with RCC Support</li> <li>• Participation in the SEE 2020 Strategy Coordination Meetings</li> </ul>	Chair, SEEHN Ex Com	Ongoing	
4.5.	Permanent liaison between the SEEHN Ex Com and EC TAIEX	Dr. Alexandre Berlin	Ongoing	
<b>4.6.</b>	<b>Maintenance of the SEEHN Web site and implementing the Communication Strategy</b>	<b>Secretariat NHCs, RHDCs</b>		
4.6.1.	Continued maintenance of SEEHN web site	SEEHN Secretariat STUDIORUM WHO Europe		Ongoing
<b>5.</b>	<b>Strengthening the capacities and performance of the SEEHN RHDCs</b>			
5.1.	Strengthening the SEEHN RHDC on CDS/SECIDS /Tirana/Albania towards attaining WHO Europe CC status	Director and CEO of SECIDS Chair, SEEHN Ex Com WHO Europe	30 June 2016	
5.2.	Strengthening the SEEHN RHDC on HRH/Chisinau/MDA towards attaining WHO Europe CC status	Director of RHDC/HRH Chair, SEEHN Ex Com WHO Europe	30 June 2016	
5.3.	Support to the rest of the SEE RHDC to scale up their work and capacities	Directors of the RHDCs Chair, SEEHN Ex Com	30 J 31 December 2016	Ongoing
5.4.	Developing and introducing new template for the reports of the RHDCs	Chair, SEEHN Ex Com	30 June 2016	Ongoing
5.5.	Developing and introducing criteria and methodology for monitoring and evaluation of the work of the SEE RHDCs	Chair, SEEHN Ex Com	30 June 2016	Ongoing
5.6.	Collecting RHDCs reports for 2016	Secretariat	30 November 2016	
5.7.	Collecting RHDCs outlines of the 2017 Road Maps	Secretariat	15 January 2017	

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5.8.	Preparing and submitting the annual Report from RHDCs for 2016	Secretariat	30 November 2016	
5.9.	Preparing and submitting the annual Work Plan from RHDC for 2017	Secretariat	30 January 2017	

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<b>SECTION 2. SEEHN ACTIVITIES AT POLITICAL LEVEL</b>				
8.1.	<i>Pre-Forum meeting of the Senior representatives of the SEEHN countries to be held in conjunction with the 38<sup>th</sup> Plenary of the SEEHN</i>	Presidency, Ex Com and Secretariat WHO Europe	02 November 2016	
8.2.	<i>38<sup>th</sup> Plenary of the SEEHN, Chisinau, MDA (back-to-back to the Ad-hoc Ministerial) The satellite activities may include:</i>	Presidency, Ex Com and Secretariat	02 November 2016	
<b>8.3. FOURTH SEE HEALTH MINISTERIAL FORUM, 03-04 NOVEMBER 2016, CHISINAU, THE REPUBLIC OF MOLDOVA</b>				
8.3.1.	Finalizing all logistics preparations	MDA Presidency WHO Europe SEEHN Secretariat	30 October 2016	
8.3.2.	Communication strategy and PR materials	MDA Presidency WHO Europe SEEHN Secretariat	30 July 2016 and onwards	
8.3.4.	Exhibition	MDA Presidency WHO Europe SEEHN Secretariat	30 July 2016 and onwards	
8.3.5.	Key-note Speaker from the UN on SDGs 2030	MDA Presidency WHO Europe SEEHN Secretariat	30 July 2016 and onwards	
8.3.6.	Finalizing the preparatory process towards the 4 <sup>th</sup> Forum in 2016, including: <ul style="list-style-type: none"> <li>•Inviting partners as co-organizers</li> <li>•Signing MoU with the co-organizers</li> <li>•Signing MoU with the hosting country</li> </ul>	MDA Presidency SEEHN Secretariat	30 October 2016	

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8.3.7.	The WG, be set up to work on the preparation of the Forth Health Ministers Forum in November 2016, to finalise the “Framework for developing A SEE Health Strategy 2030” in line with the UN SDGs 2020 for the Fourth Forum	Presidency/Secretariat/Ex Com/MDA	30 January 2016 and ongoing	Based on discussions and decision in Sarajevo, June 2016
8.3.8.	Finalization of the Addendum to the ( or entirely new) SEEHN Memorandum of Understanding (MoU) of 2008 with SOPs	Secretariat/Ex Com/International Lawyer	30 June 2016	Based on discussions and decision in Sarajevo, June 2016
8.3.9.	Revision of the Rules and Procedures of the SEE Health Network	Secretariat/Ex Com/ International Lawyer	30 June 2016	Based on discussions and decision in Sarajevo, June 2016
8.3.10.	Finalizing the development and multi-governmental consultation process on the Outcome documents for the forum to be signed, e.g.: Outcome documents for the forum: •The Chisinau Pledge	MDA Presidency SEEHN NHCs SEEHN Ex Com SEEHN Secretariat	30 October 2016	
8.3.11.	Finalizing the development of the background documents for the 4 <sup>th</sup> Forum in 2016 • Report on the SEEHN Regional Collaboration; • Report on Investment for Health in the SEE; • Report on the Cross-border Public Health and Emergency Preparedness and Control Platform in the SEE region	Presidency, Ex Com and Secretariat WHO Europe MoH of MDA	30 September 2016	

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	SEEHN Presidency Joint Statements	SEEHN Presidency SEEHN Ex Com NHCs	Ongoing	Secretariat and WHO Europe, RHDC to provide list of important international events in 2016
<b>12.</b>	<b>Setting up the BUL Road map for the Presidency, January – June 2017</b>			<b>To be discussed at the 37<sup>th</sup> SEEHN Plenary November 2015</b>
12.1.	Preparing the First draft of Road Map for the BUL Presidency	Secretariat/Ex Com/ MoH of BIH	30 November 2016	
12.2.	Exchanging with the Presidencies and Ex Com by correspondence	Secretariat	Ongoing	
12.3.	Submitting to the NHCs for consultation by correspondence / collecting approvals	Secretariat/Ex Com/Presidency	15 November 2016	
12.4.	Setting up Calendar of events for the Presidency/collecting data by correspondence	Secretariat	15 January 2017	

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<b>SECTION 3. SEE HEALTH NETWORK TECHNICAL ACTIVITIES</b>				
<b>13.</b>	<b>ACTIVITIES WITH THE FOUNDING PARTNER, WHO EUROPE IN 2015</b>			
13.1.	Further support to the SEEHN Secretariat (debriefing and coaching)	WHO Europe	Ongoing	
13.2.	Strengthening management capacities of the RHDCs	Ex Com/Presidency/ RCC/Secretariat WHO Europe	Ongoing	
13.3.	Finalization and publication of the three feasibility studies of 2016	Ex Com/Presidency/ RCC/Secretariat WHO Europe	Ongoing	
13.4.	Technical advice to the SEEHN for the development of the SEEHN 2025 Health Strategy after the SEEHN 4 <sup>th</sup> Ministerial Forum in 2016 in Chisinau, Republic of Moldova	WHO Europe	Ongoing	
13.5.	Identify joint regional priorities and prepare a joint working plan for the next five years	Secretariat/Ex Com/ Presidency, RHDCs WHO Europe	Ongoing	
13.6.	Working group to develop a paper of importance of regional networks working together with WHO to improve regional security and development	Secretariat/Ex Com/ Presidency, RHDCs WHO	Ongoing	
13.7.	Joint SEEHN / WHO Europe Multicountry Workshop on launching a SEEHN sub-network of the national health information institutions, Tirana, Albania	BIH Presidency SEEHN Ex Com WHO Europe	..... 2016 (date tbc)	To be checked with Claudia Stein
13.8.	Multicountry Training on HR for PHS	MDA Presidency SEEHN Ex Com WHO Europe	September 2016 (dates tbc.)	To be checked with Hans Kluge and Elke Jakubowski



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14.	<b>Activities with the Regional Cooperation Council (RCC)</b>			
14.1.	SEEHN to fully contribute to the implementation and participate in the regular coordination meetings of the SEE 2020 strategy.	SEEHN Presidency Secretariat/Ex Com RCC	ongoing	
14.2.	Implementation of the Work plan and the SEEHN participation in the SEE 2020 Strategy implementation process	SEEHN Presidency Secretariat/Ex Com RCC	ongoing	
14.3.	finalizing the two feasibility studies, to be funded by the RCC on: (i) Investment for health (ii) Cross-border PH legislation	SEEHN Presidency Secretariat/Ex Com RCC	31 December 2016	A working group with experts from the Region to elaborate the position paper on the methodology and carry out the two feasibility studies
14.4.	Develop draft projects under the Health programming for implementing the SEE 2020 Strategy for fundraising with RCC support	SEEHN Presidency Secretariat/Ex Com RCC, SEEHN RHDCs	Mid-December 2016	
14.5.	Establish a Permanent SEEHN WG on Monitoring and Evaluation; ToR to be defined	SEEHN Presidency Secretariat/Ex Com RCC	Mid-December 2016	
14.6.	NHC & MoHs to liaise with National SEE 2020 Coordinators (to be nominated) at MoEcc and NIPACs in order Health to be represented in National 2020 AP – further funding EC IPA 2 2015 not to be missed	SEE NHCs	ongoing	
14.7.	Establish and enhance cooperation with other regional initiatives in the framework of SEE 2020. Potential cooperation with the other Regional Initiatives on developing cross-sectorial Flagship Initiatives (CEFTA; ERISSE; IGWG; NALAS; RCC TFCS; SWG; ReSPA; SELECT)	SEEHN Presidency Secretariat/Ex Com RCC	ongoing	
14.8.	Organize and conduct visits of SEEHN ExCom Chair and Secretariat Director to the other Regional Initiatives of interest for the Health Dimension of the SEE 2020 Strategy	SEEHN Presidency Secretariat/Ex Com RCC	ongoing	

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<b>15.</b>	<b>EC TAIEX support to the SEEHN</b>			
15.1.	Apply and implement the remaining 4 EC TAIEX Multicountry Regional Workshops that are pending from the approved programme in 2014-2014 (see item 16. Below)	Secretariat/ExeCom /Directors/RHDCs	31 December 2016	
15.2.	Developing a commonly agreed corporate SEEHN list of 10 proposals (workshops, study visits and expert missions) for TAIEX funding in 2016 - 2017	Secretariat/ExeCom /Directors/RHDCs	30 November 2016	
15.3.	Approved TAIEX events for 2016 - 2017	MoH and RHDCs involved	30 November 2016	
<b>16.</b>	<b>Conducting the EC TAIEX events accepted for 2014-2016</b>			
16.1.	EC TAIEX Multicountry Workshop on Working Conditions of Nurses, Chisinau, Republic of Moldova	Presidency RHDC/HRH/MDA Secretariat Ex Com WHO Europe SEENOC	..... 2016 (as possible dates)	To be developed and send to TAIEX, previously approved;
16.2.	EC TAIEX Multicountry Workshop on MNH and human rights of people with mental health problems, Sarajevo, BIH	Presidency SEEHN RHDC/MNH/BIH Secretariat, Ex Com WHO Europe	..... 2016 (as possible dates)	To be developed and send to TAIEX, previously approved;
16.3.	EC TAIEX Multicountry Workshop on Nursing and NCD Prevention and Control together with ISR	Presidency SEEHN RHDC/MNH/BIH Secretariat, Ex Com WHO Europe	..... 2016 (as possible dates)	To be developed and send to TAIEX, previously approved;
16.4.	EC TAIEX Multicountry Workshop on Organ Donation and Transplantation, Podgorica, MNE together with CRO	Presidency SEEHN RHDC/MNE Secretariat, Ex Com WHO Europe	..... 2016 (as possible dates)	To be developed and send to TAIEX, previously approved;
16.4.1.	Develop workplan for the collaboration in 2016	SEEHN Presidency Secretariat/Ex Com/	30 January 2016	

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<b>SECTION 4. SEEHN PARTNERSHIPS</b>				
<b>SEEHN ACTIVITIES WITH ITS INDIVIDUAL PARTNERS</b>				
<b>17.1.</b>	<b>SEEHN and EUROHEALTHNET cooperation for 2017</b>			
17.1.1.	Develop work plan for the collaboration in 2017-2018	SEEHN Presidency Secretariat/Ex Com/	30 November 2016	
<b>17.2.</b>	<b>SEEHN and European Health Forum Gastein cooperation for 2017</b>			
17.2.1.	Develop work plan for the collaboration in 2017-2018	SEEHN Presidency Secretariat/Ex Com/	30 November 2016	
<b>17.3</b>	<b>SEEHN and HPH cooperation for 2017</b>			
17.3.1.	Develop work plan for the collaboration in 2017-2018	SEEHN Presidency Secretariat/Ex Com/	30 November 2016	
17.3.2.	Create and use a M&E mechanism for the common activities/projects proposed or implemented	SEEHN Presidency Secretariat/Ex Com/	30 January 2016	
17.3.3.	Application to host HPH conference 2017		30 January 2016	

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<b>17.6.</b>	<b>SEEHN and UNFPA cooperation for 2017</b>	SEEHN Presidency Secretariat/Ex Com		
17.6.1.	Develop workplan for the collaboration in 2017-2018	SEEHN Presidency Secretariat/Ex Com/		
<b>17.7.</b>	<b>SEEHN and UN European Centre for Peace and Development ( ECPD ) cooperation for 2017</b>	SEEHN Presidency Secretariat/Ex Com/		
17.7.1.	Develop workplan for the collaboration in 2017-2018	SEEHN Presidency Secretariat/Ex Com/	30 January 2016	
<b>17.9.</b>	<b>SEEHN and Project HOPE cooperation for 2017</b>			
17.9.1.	Develop workplan for the collaboration in 2017-2018	SEEHN Presidency Secretariat/Ex Com/	30 January 2016	

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<b>17.11</b>	<b>SEEHN and IoM cooperation for 2017</b>			
17.11.1				
17.11.2	Identify joint regional priorities and prepare a joint working plan for the next five years	Secretariat/ExeCom/ Presidency IOM RHDCs		
17.11.3	Establish the working group to prepare a proposal on the evaluation of the impact of migration on public health care system of SEE countries	Secretariat/ExeCom/ Presidency IOM WHO RHDCs	31 March 2016	
<b>17.12.</b>	<b>SEEHN and STUDIORUM cooperation for 2017</b>			
17.12.1				
17.12.2	Technical and professional support to the SEEHN research activities and capacity building	ExeCom/Presiden cy/Secretariat Studiorum	ongoing	
<b>17.13</b>	<b>SEEHN and ECDC and other cooperation for 2017</b>			
17.13.1	Explore possibilities of cooperation with ECDC and start discussions to establish a working group to identify joint regional priorities	Secretariat/ExeCom/ Presidency ECDC RHDCs	30 January 2016	
17.13.2	Identify joint regional priorities and prepare a joint working plan for the next five years as well as provide technical and professional support to the SEEHN research activities and capacity building	Secretariat/ExeCom/ Presidency ECDC RHDCs		

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<b>SECTION 5. OWN TECHNICAL ACTIVITIES OF THE SEE HEALTH NETWORK RHDCs</b>				
<b>18.</b>	<b>SEE RHDC on CDS, SECIDS's activities</b>			
18.1.	Mentoring program with American Public Health Laboratory association to improve microbiology laboratory quality assurance in SEE countries	SECID APHL, CDC WHO Europe	Ongoing	
18.2.	Building a regional collaboration on Viral Hepatitis Control following recent WHO and Global Initiatives and Universal Health coverage	Presidency SECID Secretariat Ex Com	Ongoing Meeting December 2013	
18.3.	Establish a panel of policy makers and technical experts to evaluate Universal Health Coverage in SEE countries	Presidency Secretariat Ex Com	30 January 2016	
18.4.	Feasibility study to develop a joint SEE alert and response platform	RCC SECID Secretariat	31 July 2017	
18.5.	Develop a joint proposal on joint SEE emergency, alert and response platform	Secretariat SECIDS Presidency Ex Com, RHDCs	30 November 2016	
<b>19.</b>	<b>SEE RHDC on NCDs activities</b>			
19.1.				
19.2.				
19.3.				
<b>20.</b>	<b>SEE RHDC on MNH activities</b>			
20.1.				
20.2.				
20.3.				
<b>21.</b>	<b>SEE RHDC on PHS activities</b>			
21.1.				
21.2.				

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21.3.				
<b>22.</b>	<b>SEE RHDC on HRH activities</b>			
22.1.				
22.2.				
22.3.				
<b>23.</b>	<b>SEE RHDC on MNH activities</b>			
23.1.				
23.2.				
23.3.				
<b>TO BE CONTINUED FOR ALL SEE RHDCs!</b>				