Terms of Reference

Stop TB Partnership
New Diagnostics Working Group Subgroup Coordinators

I. Background

The Stop TB Partnership’s Working Group on New Diagnostics (NDWG) was established in 2001 as a platform for focus on promoting development and adoption of new and modified diagnostic products.

The role and mission of the Working Group on New Diagnostics is to:

- Foster research, advocacy and/or operational activities in pursuit of the development of TB diagnostic tools and of the aims of the Partnership; and
- Collaborate with other elements of the Partnership so as to create synergy and value added to actions taken in pursuit of the aims of the Partnership. ¹

The structure of the NDWG involves a Core Group (CG) with representation from major interest groups and six Subgroups in charge of carrying out specific projects. In line with the most recent priorities in diagnostics development, the Subgroups include three technical platforms that are primarily responsible for advancing TB technology and three Subgroups providing necessary information around specific cross-cutting issues to guide tool development and implementation.

II. Subgroups

These Subgroups have been organized in a matrix structure to ensure higher interaction and ideal representation of the cross-cutting issues with the technical platforms. They will work together to achieve NDWG goals and consist of the following:

1. Drug susceptibility testing
2. Diagnostics for latent TB infection
3. Point of Care diagnostics for TB
4. Evidence synthesis and policy
5. Community, poverty and advocacy
6. Diagnostics and paediatric TB

III. Sub Group Coordinators Functions

Each Subgroup has one Coordinator and a Deputy Coordinator. The primary function of the Subgroup Coordinator will be to take the lead responsibility in ensuring that Subgroup functions are fulfilled in an effective and efficient manner. The Coordinator is supported with these responsibilities and replaced when necessary by the Deputy Coordinator.

The functions of the Subgroups are:

- Develop work plans for the Subgroup;
- Be the NDWG focal points for area of work;
- Apply for, report on and manage funds for Subgroup activities in link with NDWG Secretariat;
- Collate information on tests available, or under development, in the given area and work with NDWG Co-Chairs and Secretary to make the information available;
- Provide opportunities for discussion and cooperation between test developers, researchers and evaluators in the area of work;
- Notify Core Group of particularly promising tests or strategies.

¹ Stop TB Partnership, Basic Framework, p.9, available at:
Work with Core Group on defining appropriate health service levels for new tests and likely applications of new tests;
- Facilitate tool development and implementation by informing Core Group of Subgroup specific findings;
- Participate in Core Group meetings and report periodically at NDWG meetings.

IV. Eligibility Criteria

Eligibility criteria to become a Subgroup Coordinator or Deputy Coordinator include the following:
- Willingness to fulfill the commitments of the Subgroup Coordinator, including its representative role, and to devote time and effort to enhance the Subgroup and the NDWG;
- Good oral and written communication skills, including good knowledge of English;
- A willingness to provide support and access to the Secretariat of the NDWG.

V. Election Process

Each Subgroup will elect its own Subgroup Coordinator and Deputy Coordinator and the election process shall be administered by the Secretariat through secret ballot using the electronic voting tool. Members will serve for three years with the possibility of renewal at the end of each term subject to election outcomes. Sitting Subgroup Coordinators and Deputies serve for three years e.g. starting the endorsement of these Terms of Reference. Additional participants with requisite experience can be co-opted for individual meetings after discussion with the NDWG Co-Chairs and Secretariat.

VI. Conditions of Service

In the spirit of partnership collaboration, direct financial support in the form of a salary for Working Group Subgroup Coordinators to fulfil their responsibilities as Subgroup Coordinators will not be provided by the Partnership Secretariat or by Working Group Secretariats. Broadly speaking and in line with the Partnership’s Manual of Procedures, financial support for Working Group coordination and the convening of meetings may be available through the lead hosting agency, the Working Group Secretariat or from the Partnership Secretariat. The first priority for funding will be Group members from developing countries who have no other means of financing their travel and related expenses.

---

2 These criteria have been based upon the same criteria used to determine eligibility for the Chair of the Stop TB Partnership Coordinating Board found in the Manual of Procedures.