

WHO CIVIL SOCIETY WORKING GROUP on NCDs

3rd Cycle



Call for new members of the WHO Civil Society Working Group on NCDs

Issued on: 15 April 2024

Deadline: 10 May 2024

The World Health Organization (WHO) is seeking civil society organizations (CSOs) to serve as new members of the third cycle of the WHO Civil Society Working Group on noncommunicable diseases (NCDs). This “Call for new members” provides information about the working group in question, the CSO profiles being sought, the process to express interest, and the selection process.

The WHO Civil Society Working Group on NCDs (CSWG) is a WHO informal network of NCD-related CSOs established in 2017 to provide bold and at the same time practical recommendations to the WHO Director-General on key milestones in the global NCD agenda. The WHO CSWG on NCDs is not a separate legal entity and derives its legal status from WHO. Thus, it is administered and housed in WHO.

The CSWG envisions to strengthen dialogue, foster collaboration and provide recommendations to support WHO’s Secretariat in the engagement with civil society at country, regional and global levels to achieve NCD-related objectives of the WHO General Programme of Work as well as to accelerate achievement of NCD-related Sustainable Development Goal (SDG) targets.

WHO has now launched the third cycle of the CSWG for a term of three years, from February 2024 to February 2027. The goal of the third cycle is to promote, support and mobilize civil society advocacy across the milestones of the preparatory process leading to the fourth high-level meeting of the United Nations General Assembly on NCDs (HLM4), ‘the Road to 2025’¹, as well as relevant milestones in the follow-up to HLM4. WHO is now seeking to enhance the perspectives and expertise of the CSWG in its support to the preparatory process for HLM4 by selecting additional members to join the group.

Operations of the WHO Civil Society Working Group on NCDs

The operations of the CSWG shall in all respects be administered in accordance with the WHO Constitution and General Programme of Work, WHO’s Financial and Staff Regulations and Rules, WHO’s manual provisions, and applicable WHO rules, policies, procedures and practices.

The working language of the group is English.

All members of the CSWG are invited to meet in person annually (to be confirmed), as well as every month virtually.

¹ <https://www.who.int/teams/noncommunicable-diseases/on-the-road-to-2025>

Different workstreams of the CSWG organize additional dedicated meetings separately, attended by workstream members. Chairs and co-Chairs of the workstreams as well as additional rotating members meet virtually every 3-4 months as part of the Steering Committee of the CSWG.

More detailed information on the work of the CSWG will be provided to approved new members upon finalization of the selection process.

Who can express interest?

To recall, individuals are not eligible to apply to the CSWG.

All entities seeking to apply to participate in the CSWG should meet the following criteria:

- The aims and purposes of the entity should be consistent with the WHO Constitution and conform with WHO policies;
- The entity should contribute significantly to the advancement of public health and to the objectives, vision and goal of the WHO Civil Society Working Group on NCDs and demonstrate documented support for the WHO work on NCDs and mental health;
- The entity should respect the intergovernmental nature of WHO and the decision-making authority of Member States as set out in the WHO Constitution;
- The entity should constitute a civil society organization, whereas within the scope of the CSWG the term “civil society organizations” broadly includes nongovernmental organizations, philanthropic foundations or academic institutions, as they are defined in the [WHO Framework for Engagement with non-State actors](#);
- The entity should have an established structure, constitutive act, and accountability mechanism;
- The entity, if a membership organization, should have the authority to speak for its participants and have a representative structure;
- The civil society organization is a respected player in the NCD civil society community;
- The civil society organization is active in advocacy on NCDs, has the capacity to support global and national advocacy, and has prioritized HLM4 in their organizational plans;
- The civil society organization demonstrates a clear added value for the cause of NCDs in terms of mobilizing civil society, knowledge and resources, and creating synergy, in order to support a successful fourth UNGA High-level Meeting on NCDs;
- The civil society organization has a unique field of influence and network of civil society organizations (including beyond the “traditional” NCD community) that will contribute significantly to HLM4;
- The civil society organization has a track record in working with WHO and the United Nations on NCDs, preferably with status as an NGO in official relations with WHO and ECOSOC consultative status;
- The representative of the civil society organization can commit to volunteer the appropriate time and effort for the timeframe of the CSWG, including joining regular conference calls;
- The civil society organization does not engage with the tobacco industry or non-State actors that work to further the interests of the tobacco industry. The civil society organization does not engage with the arms industry.

To better complement and strengthen CSWG’s expertise in the lead-up to HLM4, priority will be given to entities whose work in the NCD space focuses on such areas as health promotion and prevention, physical activity, health financing, service delivery, mental health, indigenous communities, children and youth, NCD and health workforce, among other areas.

Submitting expression of interest

To register your entity's interest in being considered for the WHO Civil Society Working Group on NCDs, please submit the following information and documents by Friday, 3 May 2024, 24:00h (midnight) Geneva time to gcmnacd@who.int using the subject line "Expression of interest for the WHO Civil Society Working Group on NCDs":

- Name, objectives and mission of the entity;
- Copy of the formal registration of the entity;
- Copy of the entity's founding document (such as by-laws, constitution, statutes);
- Governance structure;
- Names and affiliations of the participants of main decision-making bodies (such as Board, Executive Board);
- Assets and sources of funding (latest list of donors, sponsors, and financial contributors);
- Letter from the manager or director or a duly authorized representative of your entity confirming the expression of interest for your entity to participate in the CSWG (the letter should detail the name and email address of the focal point representing your entity that would participate in the CSWG);
- Main relevant affiliations (parent entity, subsidiaries, branches);
- NCD-related public health area in which the entity works;
- Signed [Tobacco-arms disclosure statement](#) without alteration;
- Website address.

Due to an expected high volume of interest, only selected applicants will be informed.

The CSWG members may be listed on the WHO web platforms in line with WHO's rules and policies.

Important information about the selection processes and conditions of appointment

The selection as a member of the CSWG is dependent on WHO completing the required due diligence process in line with WHO policies and procedures, including the [WHO Framework for Engagement with non-State actors](#).

Useful Resources

[Engagement with non-State actors – Report on the implementation of the Framework of Engagement with Non-State Actors](#)

[Handbook for non-State actors on engagement with WHO](#)

At any point during the selection process, online interviews may be scheduled between an applicant representative and the WHO Secretariat to enable WHO to assess the applicant's experience and expertise and/or whether the applicant meets the criteria for membership in the CSWG.

New membership approval will be based on an assessment, due diligence process, and review of submitted documents, in accordance with the eligibility criteria and in accordance with WHO's rules and policies. All membership applications will be reviewed by WHO and eligible members will be approved by WHO. Following this, selected members will be notified of their membership approval by WHO.

WHO reserves the right to accept or reject any expression of interest, to annul the open call process and reject all expressions of interest at any time without incurring any liability to the affected applicants and without any obligation to inform the affected applicants of the grounds for WHO's action. WHO may also decide, at any time, not to proceed with the work of the third cycle of the WHO CSWG on NCDs, disband the CSWG or modify the work of the CSWG.

WHO shall not in any way be obliged to reveal, or discuss with any applicant representatives, how an expression of interest was assessed, or to provide any other information relating to the evaluation/selection process or to state the reasons for not choosing a member.

WHO may publish the names of the selected member entities and short biographies of their selected representatives on WHO online platforms.

CSWG members will not be remunerated for their services in relation to the CSWG or otherwise.

The appointment will be limited in time and will not exceed the term of the third cycle of the WHO CSWG on NCDs.

Once selected, members of the WHO Civil Society Working Group on NCDs must:

- Adhere to the Terms of Reference of the WHO Civil Society Working Group on NCDs (to be shared with approved members);
- Actively participate in and support the WHO Civil Society Working Group on NCDs, its purpose, goals, objectives, guiding principles, work and activities;
- Attend and actively participate at the WHO Civil Society Working Group on NCDs various annual and ad hoc meetings;
- Take responsibility according to the division of labor, and make meaningful contributions, in connection with the work and activities of the various workstreams of the WHO Civil Society Working Group on NCDs;
- Share knowledge and information with other members (such as resources, data, case studies, experience etc.);
- Act in the best interest of public health in alignment with WHO policies; and
- Ensure effective communication with the Secretariat and with the Steering Committee related to activities relevant to the WHO Civil Society Working Group on NCDs mission and vision.

Thank you for your interest.