



REGIONAL OFFICE FOR THE WESTERN PACIFIC
BUREAU RÉGIONAL DU PACIFIQUE OCCIDENTAL

REGIONAL COMMITTEE

Thirteenth Session
Manila
20-25 September 1962

TECHNICAL DISCUSSIONS

WP/RC13/TD1
22 June 1962

ORIGINAL: ENGLISH

PROCEDURES AND TECHNIQUES FOR THE TECHNICAL DISCUSSIONS

The theme for the Technical Discussions of the thirteenth session of the Western Pacific Regional Committee is:

"The Role of the Health Services in the Improvement of Community Water Supplies"

This subject was selected by the Committee at its twelfth session. Working papers have been prepared and are presented in documents WP/RC13/TD4, TD5 and TD6.

1. PROCEDURES

1.1 Pattern

The procedural pattern for the Technical Discussions this year will include both plenary sessions and discussion groups.

A programme giving details of each of the sessions planned is contained in document WP/RC13/TD2.

Plenary sessions of the Technical Discussions will be held in the WHO Conference Hall and group discussions will be held in the smaller meeting rooms in the main building.

Reports and presentations - At the conclusion of each period of discussion, plenary and group meeting, the rapporteurs will prepare a brief written report on the deliberations for duplication and distribution to participants. This report may include any recommendations that participants would like to have considered during the general session of the Technical Discussions or brought to the attention of the Regional Committee.

/1.2 First session ...

1.2 First session

The first session, which will be a plenary session lasting approximately three hours, will be divided into two parts.

Panel presentation - After the Chairman of the Technical Discussions has opened the session and explained the procedures and the techniques to be used during the discussions, the meeting will be turned over to a panel of several persons who, with the Chairman as moderator, will summarize, amplify and generally discuss the topic, "The present role of health services in countries and territories of the Western Pacific in the improvement of community water supplies". The panel members will of course discuss this topic in relation to practice in their home countries.

Open discussion - Following the panel presentation the participants will be invited to present brief statements on the general topic with respect to their own countries or territories.

1.3 Second session

This session will consist of group discussions in which the participants will be divided into three or four groups. The general topic will be "Desirable programme components of a health service functioning effectively in the field of community water supplies".

1.4 Third session

The final session will be conducted as a plenary session. The panel employed in the first session may be used to co-ordinate and summarize the preceding presentations and discussions after which the meeting will engage in the general consideration of the theme, "The role of health services in the improvement of community water supplies", with a view to consolidating the ideas presented and to reaching agreement on the drafting of findings and of conclusions.

Evaluation of the Technical Discussions will be the next point of the session. Participants will be asked to fill out an individual questionnaire.

2. TECHNIQUES

2.1 Open discussions

In an effort to make full use of the talent, experience and collective wisdom available, a free exchange of ideas and information will be encouraged.

/2.2 Co-ordination ...

2.2 Co-ordination Committee

In the interests of efficiency and co-ordination, the Chairman of the Technical Discussions will organize a co-ordination committee. This committee will consist of the Chairman of the Technical Discussions, one or more panel participants, the rapporteurs and members of the Secretariat.

Meetings of this committee will be called shortly before the Technical Discussions begin. This committee will also be asked to meet after the Technical Discussions are over to consider the results of the evaluation questionnaire and consider suggestions for improving subsequent Technical Discussions. The time and place of these meetings will be announced.

2.3 Languages

The working languages of the Technical Discussions are the same as those of the Regional Committee, i.e., English and French.

2.4 Evaluation

A part of the third and last session, general session, will be devoted to the evaluation of the Technical Discussions. The purpose of this evaluation will be to appraise the effectiveness of the discussions as well as the techniques used and to gather suggestions for improving the discussions in the future.

2.5 Recording and final report

The proceedings of both general sessions, together with the summary of the discussion group reports, will be prepared as a final report of the Technical Discussions. The report on the Technical Discussions will be presented by the Chairman of the Technical Discussions to the Regional Committee and will form an annex of the Committee report.