

WORLD HEALTH  
ORGANIZATION

REGIONAL OFFICE FOR  
THE WESTERN PACIFIC

REGIONAL COMMITTEE

TECHNICAL DISCUSSIONS

Eighth Session  
Hong Kong  
5-11 September 1957

WP/RC8/TDA-2  
25 June 1957

ENGLISH ONLY

SUGGESTED GUIDE FOR GROUP DISCUSSION LEADERS

1. Announcements

Time, place, duration of Technical Discussions

Start and end discussions on time

2. Selection of Group Rapporteurs

a. Duties and responsibilities

b. Assistance to be given by the groups

3. Final Group Reporting

a. Purposes and differences between written and oral reports

b. Those responsible for preparing reports (no WHO secretarial assistance except for duplication)

c. Type of final report presentation and those responsible

d. Deadline for written reports - 12:00 noon, Sunday, 8 September  
(draft of written reports can be presented to any member of  
WHO Secretariat)

4. Topic Census

a. Selection of topics to be discussed - list these in categories  
on chalkboard

b. Time allotment for each topic category

5. Leading questions sheets

How and when to use