

Terms of Reference for the Group of Nine (G9)

AIDS Accountability International

Selection process, criteria and composition

- Membership is by invitation only.
- The group has nine members.
- Membership is on a two year basis, and can be prolonged to another two years.
- We strive to have gender and geographical balance between North and South.
- Members represent themselves and not their affiliations.

Work and process

- The G9 is asked to advise the AAI Secretariat on the finalization and launch of ranking methodologies based on proposals generated by AAI and Development Teams, and on the feedback provided by the AAI Panel and Forum.
- The synthesized advice from the G9 members is presented to the Development Team. The Development Team takes all comments into consideration and responds back to the G9 and the Secretariat in writing how they intend to act on the given recommendations. The G9's recommendations will greatly influence the design of the ratings that AAI launches but the final say regarding the ratings rests with the AAI's Secretariat and Leading Scientist.
- The G9 is consulted one to two times a year.
- The G9 meets in two to four telephone conferences per year. In between these meetings, the G9 members will be asked to submit written comment on drafts developed by the Development Team. The work will demand approximately 16- 32 working hours per year.
- Ideally, all members should participate in all meetings and submit comments in between meetings. In case this is not possible, both AAI and the member(s) will make every effort to communicate on the key current issues at the soonest available time. Should a member repeatedly fail to participate actively in the work for any reason, AAI will discuss the issue with the member and may ask him/her to resign in order to ensure an active DT.
- The G9 working language is English.

- The G9 will have a single Chair, the Scientific Director of AAI. The AAI Secretariat will also provide a staff liaison who will work with the G9 Chair on the planning and implementation of meetings. Recommendations to AAI must be done through decision by the G9 as a whole.
- The G9 Chair works with the Secretariat on the development of the G9 meeting agenda to ensure that the G9 covers its full range of responsibilities. Preparations for the meeting are handled by the AAI Secretariat. The G9 Chair serves as the G9 representative to the meetings of the AAI Secretariat and Board of Directors when needed.
- The G9 will strive for consensus, but will adopt a decision-making process that will enable it to reach a recommendation where near, but not full, consensus has been reached. Given its nature as an advisory body, any member who disagrees with the recommendation but who nevertheless wishes to continue in the G9 can register a reservation that will be noted in the final recommendation document.
- G9 members will receive credit for their work in AAI's Reports and related materials, in print and on the website.
- The Chatham House Rule applies throughout our discussions: information gained can be used, but neither the identity nor the affiliation of the source may be revealed.
- G9 members will not receive any financial compensation for their engagement.



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