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Date: 6 April 2018

Ms Gvantsa Gasviani
Senior Specialist
Public Health and Programmes Division of Health
Care Department
Ministry of Labour, Health and Social Affairs
144, Ak. Tsereteli Ave.
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Georgia

Our reference:
Notre référence:
Unser Zeichen:
См. наш номер:

Your reference:
Votre référence:
Ihr Zeichen:
На Ваш номер:

Dear Ms Gasviani,

**Advanced Course on Health Information and Evidence for Policy-making
Bohinj, Slovenia, 28 May–1 June 2018**

I was pleased to learn that you have been nominated by your Government to participate in the above meeting. The scope and purpose and provisional programme of the workshop are attached. Please be informed that sessions will be a combination of lectures, practice, group work and plenary discussions, thereby requiring your active participation.

The working language will be English. The course work will involve the use of computers, and we would be grateful if you would bring your own laptop to the workshop. It is expected that the meeting will be attended by 2 participants designated by their governments from each of the invited countries, and staff members from the WHO Regional Office.

Our administrative staff will be in contact with you shortly regarding your ticket for round-trip travel (by the most direct route) by air (economy class). You will also receive a daily subsistence allowance for the duration of the meeting, in accordance with our travel regulations. Please make sure that all your travel arrangements, including visa if necessary, are completed at least two weeks prior to the course. The World Health Organization will not be held liable for any claim resulting from death, injury, sickness or disability, and you will be responsible for payment of charges for excess baggage, baggage insurance, airport taxes and incidental expenses.

Details of the administrative and practical arrangements for the meeting are outlined in the enclosed Information circular.

We look forward to welcoming you to a dynamic and productive workshop in Slovenia.

Sincerely yours,

Tina Dannemann Purnat
Acting Unit Leader and Programme Manager
Health Information, Monitoring and Analysis
Division of Information, Evidence, Research and Innovation

Encls:

Scope and purpose

Provisional programme

Information circular

Copy for information to:

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