



WORLD HEALTH ORGANIZATION
ORGANISATION MONDIALE DE LA SANTÉ
WELTGESUNDHEITSORGANISATION
ВСЕМИРНАЯ ОРГАНИЗАЦИЯ ЗДРАВООХРАНЕНИЯ

REGIONAL OFFICE FOR EUROPE
BUREAU RÉGIONAL DE L'EUROPE
REGIONALBÜRO FÜR EUROPA
ЕВРОПЕЙСКОЕ РЕГИОНАЛЬНОЕ БЮРО

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Date: 17 May 2017

Ms Ekaterine Adamia
Head of Public Healthcare and Programs Division
of Healthcare Department and the Ministry of
Labour, Health and Social Affairs of Georgia
Georgia

eadamia@moh.gov.ge

Our reference:	JA and	Your reference:
Notre référence:	RWG 2017	Votre référence:
Unser Zeichen:		Ihr Zeichen:
См. наш номер:		На Ваш номер:

Dear Ms Adamia,

**Workshop to Update Joint Appraisal and Regional Working Group Meeting
6-9 June 2017, Copenhagen, Denmark**

I was pleased to learn that you have been nominated by your Government to participate in the above meeting.

Countries receiving support from Global Alliance for Vaccine and Immunization (Gavi) are required to undertake an annual joint appraisal, intended to provide information on their immunization programmes' performance and identify potential challenges to successful programme implementation. The outcomes of the annual joint appraisal define the technical assistance support to the country for the following year addressing identified challenges. The WHO Regional Office for Europe, together with other regional partners, is pleased to provide technical support to update your country's joint appraisal. Submission of an updated joint appraisal will enable continuation of Gavi support to your country.

An outline of the scope and purpose of the meeting is enclosed.

During the three-day meeting, country representatives will be invited to discuss the progress attained by their countries in reaching immunization targets, review the countries' preparedness to transition out of Gavi support (if applicable) and discuss top priorities in terms of strategic direction and technical assistance for the coming year.

The participants to this workshop and meeting will include Ministry of Health officials from seven Member States (Armenia, Azerbaijan, Georgia, Kyrgyzstan, Republic of Moldova, Tajikistan and Uzbekistan) designated by their governments, technical staff from the Regional Office and Country Offices and representatives of other partner agencies.

The working languages will be English and Russian and simultaneous interpretation will be provided.

The WHO Regional Office will cover the participation cost (including travel, boarding and accommodation) for the participants.

Instructions will be given to Carlson Wagonlit Travel (CWT) in Copenhagen concerning your ticket for round trip travel by the most direct route, by train (first class) and/or air (economy class), who will provide you with your travel ticket.

To make your flight reservation, please contact our travel agent, Carlson Wagonlit Travel, contact person: **Ms Karina Senika**, grp_team9@cwt-me.com with a copy to **Ms Natalia Nemirova** (nemirovan@who.int). Please complete the below table and include it in your e-mail to CWT.

When asking for travel options, please note that the meeting will start in the morning of 06 June and end in the afternoon of 09 June, so you may have to travel to Copenhagen on 05 June and leave either in the evening of 09 June or in the morning of 10 June 2017. Please send a copy of your passport to the travel agent along with the request for the itinerary.

Arrival date to Copenhagen (preferred arrival time)	
Departure date from Copenhagen (preferred departure time)	
First name (s) (as per passport)	
Last name (s) (as per passport)	
Gender	M / F
Departure city / Airport	
Staff / Non staff	
Date of birth	
Special needs (meals/assistance/seating/frequent flyer etc.)	
Luggage needed	Yes / no
If traveling from Russia please include copy of passport	

You will also receive a daily subsistence allowance for the duration of the meeting, in accordance with our travel regulations, and I have pleasure in enclosing a copy of our travel instructions for your information.

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 and ground transport to and from airports, airport taxes and incidental expenses.

You will receive details about the administrative and practical arrangements for the workshop in due course.

We kindly request you to confirm your participation by returning the enclosed Registration form to WHO Regional Office for Europe by e-mail nemirovan@who.int at your earliest convenience and **latest by 19 May 2017**.

Please be informed that Ms Natalia Nemirova is the administrative focal point for this activity: nemirovan@who.int

Should you have any questions concerning technical issues, please contact me directly: cakmako@who.int.

We would greatly appreciate your participation in this workshop and look forward to seeing you in Copenhagen.

Yours sincerely,



Dr Niyazi Cakmak
Team Lead (Immunization Systems Strengthening)
Vaccine-preventable Diseases and Immunization Programme

Enclosures:

Scope and purpose
Registration form (contact and bank details)
Travel instructions

Copies for information

Dr Marijan Ivanusa, Head of WHO Office, WHO Country Office, Georgia, UN House, 9 Eristavi St., Tbilisi 0179, Georgia