

RBM PARTNERSHIP BOARD MEMBER ADVISER POLICY
Approved by the RBM Partnership Board on 17 November 2017

1. Objectives

- 1.1 The core objective of this policy is to provide effective and transparent guidance for the participation of Advisers to Partnership Board Members at RBM Partnership Board meetings.
- 1.2 This policy is consistent with the approved RBM Bye-Laws and retains and repeats core sections of this document in the interests of consistency and ease of reference.

2. Adviser Selection

- 2.1 RBM Board Members are permitted to independently select an appropriate Adviser for all open sessions of the Partnership Board, to provide guidance and support as required, unless the individual(s):
 - a. Currently hold a leadership position in a formal RBM governance body (e.g. Co-chair of a RBM Partner Committee);
 - b. Have affiliations or associations that represent a conflict of interest with regards to Board business or specific agenda items being discussed.
- 2.2 If selected Advisers fall into one of the categories described in 2.1, attendance must be approved in advance of participation at RBM Partnership Board Meetings by the RBM Board Chair. For all other Advisers, a simple notification to the RBM Board Chair is sufficient.
- 2.3 RBM Board Member Advisers must complete a Declaration of Interest (DOI) form in advance of attendance or participation at RBM Partnership Board Meetings.

3. Limitations

- 3.1 The normal limit for the number of Advisers permitted to attend an RBM Board Meeting with each RBM Board Member is one (1), including for organisations with nominated alternates.
- 3.2 In exceptional circumstances, the RBM Board Chair may permit more than one (1) Adviser to simultaneously attend and will notify the RBM Board in advance of the meeting of the rationale for doing so. Exceptional circumstances, for example, could be when deemed necessary to provide advice on a specific agenda item, or to enable the Board Member to carry out Partnership related responsibilities.

4. Adviser Conduct

- 4.1 Advisers are not permitted to address the RBM Board or actively participate in an RBM Board Meeting unless explicitly invited to do so by the RBM Board Chair.
- 4.2 In view of the fact that WHO and the Host Agency sit on the Board in an institutional capacity, it is acknowledged that these organisations are represented by a Board Member and an Alternate. The Alternate shall not take the floor except when the Board Member is unavailable

or with the permission of the Board Chair on a subject related to areas that are within the competence of the Alternate.

- 4.3 Advisers must keep information obtained within an RBM Board Meeting confidential unless otherwise agreed with the RBM Board Chair.
- 4.4 The RBM Board Chair may, at any time, request an RBM Board Meeting to move into a closed session and request advisers to leave the meeting.

5. Expenses

- 5.1 Generally, the cost of Adviser's attendance at RBM Partnership Board Meetings is to be covered by Board Members unless otherwise agreed in advance with the RBM Board Chair. It is understood that Board Members without institutional support or from malaria-affected countries may be provided with support to cover the costs of their Adviser's attendance at RBM Partnership Board Meetings.

6. Emeriti Engagement

- 6.1 Under exceptional circumstance, upon nomination by the Board Leadership or other RBM Board Members, the Board may designate members who have completed their Board service to retain their Board membership in emeritus status, where it is thought imperative for RBM to continue to engage with them in a unique and deliberate way.
- 6.2 Emeriti will continue high-level engagement with the RBM Partnership through their inclusion in the following:
 - Communications, such as information and updates, provided to the Board.
 - Access to the Board Meeting documentation and pre-reads.
 - Invitations to participate in Board Meetings.
 - Invitations to major events as malaria champions.
- 6.3 With emeritus status, a member's attendance is no longer required at Board Meetings to form a quorum. They are not subject to the Bye-Law Attendance Policy, nor are they entitled to vote or hold an officer position.
- 6.4 Emeriti Board Member travel expenses associated with attendance at RBM Board Meetings will be covered by the RBM budget, in accordance with the relevant UNOPS travel policy.

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