

TERMS OF REFERENCE OF THE EXPERT ADVISORY GROUP

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The establishment of the Expert Advisory Group of the Medicines Patent Pool

1. Introduction

The Statutes and By-Laws of the Medicines Patent Pool Foundation (MPP) foresee the establishment of an Expert Advisory Group (EAG) to provide input in the decision making of the Governance Board and the Executive Director.

On 13 May 2011 the Governance Board decided to move ahead with the establishment of the EAG with the specific mandate to provide advice, upon request, to the Governance Board and the Executive Director related to on-going negotiations and final decisions on licence agreements.

The advice of the EAG with respect to on-going and concluded negotiations is intended to serve several critical factors. For one, the wealth of expertise that would ideally be contained within the EAG could be an invaluable resource for developing and refining negotiation strategies, and for suggesting creative solutions to what may have previously been thought to be irreconcilable positions.

In addition, the members of the EAG would be individuals of recognised expertise who enjoy the confidence of a broad range of stakeholders. Having such a body assess the licence agreements negotiated by the MPP would bring an added measure of legitimacy to the operations of the MPP. Finally, the EAG would serve as a critical check against the possibility of the MPP concluding less than optimal licence agreements.

In August 2017 modifications were introduced to the By-Laws with the aim of adapting the working procedures of the EAG with the expansion of MPP's mandate into hepatitis C and tuberculosis. In 2018 further modifications were discussed by the Board in order to reflect the expansion of the mandate of the MPP beyond HIV, hepatitis C and tuberculosis. In March 2020, the Board of MPP expanded temporarily its mandate to any Covid-19 related health technologies that could contribute to the global response to COVID-19 and where licensing could facilitate innovation and access. In May 2021, the Board of MPP decided to permanently expand its mandate into the licensing of Covid-19 related health technologies.

This paper outlines the Terms of Reference of the EAG, following the said mandate expansions and the creation of Community Advisory Panel

2. Terms of Reference of the EAG

The EAG will provide the Governance Board and the Executive Director with advice regarding Patent Pool licence negotiations and assessing whether the terms and conditions of the proposed licence agreements meet the key requirements as set out by the Medicines Patent Pool Statutes. Individual members of the EAG will also be consulted by the Executive Director in their particular area of expertise that is relevant to the work of the MPP.

The key questions for the EAG to address while assessing negotiation interim and final results are:

1. Do the results sufficiently meet the requirements set out in the Statutes?
2. Do the negotiation results offer "sufficient added value" over the status quo?

The Executive Director will present the EAG with results of the negotiations along with a preliminary assessment. Based on the material presented, the EAG will assess the terms and conditions of the proposed licence agreements, and provide advice regarding whether the terms and conditions satisfactorily meet the stated objectives of the MPP in a written report addressed to the Governance Board. This may include advice on how negotiation results can be improved. The advice of the EAG is not binding but will be taken into account in the Board's decision-making. The timing and conduct of the EAG meetings will be in accordance with the procedures as set out in Articles 14-16 of the By-laws of the Patent Pool (see Annex II).

3. Appointment and Selection of the EAG

- 3.1. The Board may appoint any number of individuals who support the mission of the MPP, enjoy the confidence of a broad range of stakeholders and have cross-cutting expertise in key disciplines to serve within the EAG. The Governance Board shall appoint the Chair and the Vice-Chair of the EAG.
- 3.2. A list of potential candidates will be drawn up by the Executive Director. Once the Governance Board has made a selection of potential members, the Executive Director will manage the recruitment of the EAG members and the organization of the EAG meetings, in accordance with the procedures as outlined in the By-laws.
- 3.3. In selecting the members of the EAG, the Board shall seek to achieve appropriate gender and geographical balance in its representation, and include experts from the following fields:
 - Regulatory
 - IP licensing and law
 - Public health in developing countries/medicines policy
 - Communities/Non-Governmental Organisations
 - Science/ research & development
 - Clinical expertise
 - Business development of the pharmaceutical sector/Markets/Procurement
- 3.4. Members of the EAG will function solely in their personal capacity. The members will have relevant expertise in at least one of the areas listed above.
- 3.5. The expertise in treatment provision of the particular disease area covered by the MPP will be provided by members of a "Scientific Advisory Panel" and a "Community Advisory Panel" (as defined and detailed below in Section 4), who will join the EAG in the assessment of the proposed licence agreements in such disease area, as applicable.

4. "Scientific Advisory Panel" (SAP) and "Community Advisory Panel" (CAP)

- 4.1 The MPP will convene a Scientific Advisory Panel and Community Advisory Panel (together referred to as "Panels") with a list of disease-specific and community experts that will, as among their functions, provide specialised expertise to the EAG in the review of proposed licence agreements. The appointment, composition and functioning of these Panels will be further detailed in separate documents.
- 4.2 The Executive Director will select at least two experts from each Panel who have expertise in the specific disease area of the proposed licence agreement that the EAG will analyse, in order to provide specialised expertise to the EAG at the time of reviewing such proposed licence

agreement. The group experts selected shall generally include, from the Scientific Advisory Panel: i) a WHO expert in treatment provision of the particular disease; and (ii) an independent expert in treatment provision; and from the Community Advisory Panel: (iii) two individual experts working with communities affected by the disease or related to technological area relevant to the proposed licence, ideally from different geographical regions and country-income levels.;

- 4.3 Upon being selected, these members of the SAP and CAP will join the EAG in reviewing the proposed licence agreement in accordance with the working processes described below in Section 6.1..

5. General rules and procedures

The rules and procedures under which the EAG will operate will be detailed in the By-laws of the Medicines Patent Pool, which will be subject to approval by the Governance Board.

General policies regarding conflict of interest, code of ethics, whistle-blower policy, confidentiality, transparency and reimbursement of costs will be applicable to the EAG and its members.

6. Working processes

- 6.1 The EAG may operate in disease area working groups, in the following manner:
- When reviewing proposed licence agreements, drafts will be shared (on a confidential basis) with the EAG members and with the group of disease-specific experts selected from the Scientific Advisory Panel and Community Advisory Panel.
 - Two disease-specific experts from each the Scientific Advisory Panel and the Community Advisory Panel will join the EAG in the review and assessment of the proposed licence.
 - The written report of the EAG containing its recommendations to the Governance Board on the specifics of each licence agreement will be submitted to the Board and ultimately published in the MPP web page, should the proposed agreement proceed to execution.
- 6.2 The Management will periodically inform the EAG of developments in MPP work, seek advice and share term sheets or draft of licences as appropriate.
- 6.3 Either the Chair or the Vice Chair, or if possible both of them, shall attend all meetings and discussions of the Expert Advisory Group. The Chair, or the Vice Chair on behalf of the Chair, shall guide each deliberation and sign the written report containing EAG's recommendations to the Board.
- 6.4 There will be one annual in-person meeting of the EAG; members of the SAP and CAP will be invited to attend the annual in-person meeting as necessary and appropriate for the discussion of disease-specific issues.

Annex I - Relevant Excerpts of Statutes

Art. 4 of the Statutes “Means”

The Foundation may pursue all such lawful activities as may be appropriate to attain its purpose. The Foundation shall operate a Patent Pool through which intellectual property is made available, in order to reduce prices, improve access and facilitate the development and production of quality, safe and efficacious health products for use in low- and middle-income countries, considering the importance of technology transfer mechanisms, capacity building and local manufacturing in developing countries.

In this context, the Foundation may *inter alia* pursue the following activities:

- a. Negotiating terms and conditions of licence agreements which aim to maximize public health benefits, taking into account the World Health Organization's Global (“WHO”) Strategy and Plan of Action on Public Health, Innovation and Intellectual Property and consistency with other access to medicines-related multilateral instruments and declarations, such as the World Trade Organization Declaration on the TRIPS Agreement and Public Health and;
- b. Entering into licence agreements with patent holding entities, and sub-licence agreements with generic manufacturers and other appropriate sub-licensees on a non-exclusive and non-discriminatory basis;
- c. As and when necessary, enforcing the terms and conditions of licence agreements;
- d. As and when necessary, assisting in dispute resolution procedures between licensors and sub-licensees. Licence agreements should contain provisions that specify an alternative dispute resolution mechanism, actionable by all signatories to the licence agreements;
- e. Ensuring that contracts with sub-licensees specify that products produced under sub-licence from the Patent Pool must obtain approval from a stringent drug regulatory authority or WHO prequalification, as applicable, with adequate provision for alternative temporary arrangements through a WHO Expert Review Panel in case such approvals are not yet available;
- f. Safeguarding against the diversion and ensuring the traceability of products produced under sub-licence from the Patent Pool in accordance with the guidelines as set out in Art. 2(b)(ii) of the World Trade Organization's Implementation of Paragraph 6 of the Doha Declaration on the TRIPS Agreement and Public Health;
- g. Liaising with stakeholders to understand and address concerns and garner support for the Patent Pool (communication and advocacy);
- h. Responding to opportunities that may arise to maximize the uptake and health benefits of the Patent Pool.

The Foundation may hold intellectual property rights, as well as participations in Swiss or foreign entities or any asset it may deem useful or necessary to pursue its purpose. The revenues that may be realized by the Foundation shall be used exclusively in furtherance of the Foundation’s public utility aim.

The Foundation shall not participate in, or intervene in any political campaign on behalf of or in opposition to, any candidate for public office.

➤ **Art 8 of the Statutes on EAG**

The Governance Board may appoint individuals who support the principle of the Patent Pool and have expertise in key disciplines, such as public health in developing countries, law, economics, management and pharmaceutical science to serve within the Expert Advisory Group.

The Expert Advisory Group shall deliberate and provide advice to the Governance Board and the Executive Director, upon request, with regard to general strategy and key management decisions.

The Expert Advisory Group shall have a consultative function. Its organisation shall be set out in the By-Laws.

The Chair of the Expert Advisory Group may attend the Governance Board meetings of the Foundation without voting right.

Annex II – Relevant Excerpts of By-laws

IV Expert Advisory Group

Article 14 Appointment of Expert Advisory Group

14.1 The Board may appoint any number of individuals who support the mission of the Foundation, enjoy the confidence of a broad range of stakeholders and have expertise in key disciplines to serve within the Expert Advisory Group.

14.2 In selecting the members of the Expert Advisory Group, the Board shall seek to achieve appropriate gender and geographical balance in its representation, and include experts from the following fields:

- Regulatory
- IP licensing and law
- Public health in developing countries/medicines policy
- Communities/non-governmental organisations
- Science/research and development
- Clinical expertise
- Business Development of the pharmaceutical sector/Markets/Procurement

14.3 Members of the Expert Advisory Group may be appointed by a simple majority vote of the Board members present at the Board meeting.

14.4 The Chair and Vice Chair of the Expert Advisory Group may be appointed by a simple majority vote of the Board members present at the Board meeting.

14.5 The Expert Advisory Group will operate in collaboration with a Scientific Advisory Panel and Community Advisory Panel, which will complement the Expert Advisory Group with expertise in scientific matters and on relevant communities as they pertain to the different disease areas covered by the Foundation. The functioning of the Expert Advisory Group shall be set out in detail within the Terms of Reference for the Expert Advisory Group. The membership of the Scientific Advisory Panel and Community Advisory Panel, and their terms of reference, will be determined by the Executive Director at his/her discretion.

Article 15 Term of Office of Expert Advisory Group Members

15.1 Members of the Expert Advisory Group shall serve a three-year term. Expert Advisory Group members may be elected for a maximum of two consecutive terms or six years. Members of the Expert Advisory Group may be appointed to serve in one or in several working groups.

15.2 In the event an Expert Advisory Group member is unable to complete his or her term, the Board shall appoint a replacement to serve until the end of the term.

15.3 The Board may revoke the membership of any Expert Advisory Group member by simple majority vote of the Board members present at the Board meeting, where valid grounds for revocation exist.

15.4 Valid grounds for revocation of membership in the Expert Advisory Group include the neglect of one's obligations towards the Foundation, or the inability to fulfil the duties of one's office, including permanent conflict of interest.

Article 16 Operations and Functions of the Expert Advisory Group

16.1 The Expert Advisory Group shall have a consultative function. The Expert Advisory Group, in consultation with the Scientific Advisory Panel and Community Advisory Panel providing expertise of the correspondent disease area, shall deliberate and provide advice to the Board and the Executive Director, upon request, with regard to ongoing negotiations and final decisions on licence agreements negotiated by the Foundation for the disease area of its interest.

16.2 The Expert Advisory Group shall meet at least once a year, in accordance to a schedule as set by the Board. Members of the Expert Advisory Group may also be consulted on an individual or collective basis, as deemed required by the Executive Director or the Board.

16.3 The meetings of the Expert Advisory Group shall be organised by the Executive Director. The Executive Director shall propose the agenda of the Expert Advisory Group meetings, to be sent to the members of the Expert Advisory Group at least seven days in advance of each meeting. There shall be no quorum for meetings of the Expert Advisory Board.

16.4 The Expert Advisory Group, in consultation with the disease-specific expertise of at least two members of the Scientific Advisory Panel and two members of the Community Advisory Panel, shall submit its recommendations to the Board in a written report. The Expert Advisory Group shall make best efforts to decide its recommendations by consensus. To the extent that consensus cannot be reached, the differing viewpoints expressed shall be detailed in the report to the attention of the Board. If the licence proceeds to signature, the report of the Expert Advisory Group on the results of the final negotiations, together with the Board's final decision, shall be made publicly available on the website of the Foundation.

16.5 The working language of the Expert Advisory Group shall be English.

16.6 Members of the Expert Advisory Group shall be allowed reimbursement for reasonable expenses relating to the work of the Foundation, including travel expenses, in accordance with the Foundation's Travel and Expense Policy.