Participants:
Adriansjah Azhari (AA), Weidan Huang (WH), Patrick Tippoo (TP), Fernando Lobos (FL), Sai Prasad (SDP), Lingjiang Yang (LY), Tiago Rocca (TR), Sonia Pagliusi (SP), Sonia Villaseñe (minutes)

Excused: None. Note: Not all the participants were present during the whole meeting, so decisions were made with the participants present at the moment given.

Meeting started at 12h15 and finished at 13h45.

1. **Annual report 2019 (recommended for approval by members):** SP circulated the Annual Report for comments. The final approval of the annual report shall be made by the member and the EC recommends. The four EC members present recommended it approval.

2. **COI policy and declaration form (for approval):** SP had shared the COI policy for review and approval. This policy is to be approved by the EC and not by the members. The COI policy was approved with no objections by the four EC members present at the moment. SP highlighted that signatures from all EC members are needed. She will circulate it and requests all EC members to sign every page with rubric and to sign the final page. EC members are requested to send the signed document scanned in pdf (or by default by picture) and also to send by courier the original one. **Whistleblowing policy.** SP mentioned that we can ask L&S what they recommend for small organizations to develop a policy. This can be outsourced. Participants agreed with the proposal. SDP said that he has no objection. We fully understand the importance of a robust whistleblowing policy in large organizations, For small organizations such as ours we should discuss with our legal team on the statutory requirements in Switzerland and implementation.

3. **Pandemic committee ToR and members (for approval):** SP mentioned a call for action asking for members to participate in the committee. 13 expressions of interest were received, some answered within the timeline. PT suggested to accept everyone who responded on time and make a note that late repliers are observers. They will make equal contribution in terms of ideas. SP suggested to include members who have COVID-19 vaccines development advanced but are not listed here, e.g., Sinovac, SII. The committee is to support EC whenever we have questions regarding COVID-19 by GAVI, CEPI, WHO, etc. The EC agreed to **DCVMN Covid-19 committee and nominated AA** to lead the committee and integrate activities, to have an EC (volunteer) to head this, so we are tuned with what happens. AA accepted the nomination. SP said that then the TOR will be reviewed by the committee and their recommendation can be approved by EC next time. There are some urgent queries received from GAVI, CEPI by email which up to now have been sent to SDP. AA will now be aware of these emails to tell us how to answer or get the committee to answer. Secretariat will support AA for the calls or meetings.

4. **WEF follow up (for discussion):** We are working to get a Confidentiality agreement with WEF signed. WEF sent an invitation for DCVMN to participate in WEF summit. Their website already mentions DCVMN. (Cf. [https://www.weforum.org/agenda/2020/06/this-is-how-to-distribute-a-coronavirus-vaccine-to-everyone-covid19/](https://www.weforum.org/agenda/2020/06/this-is-how-to-distribute-a-coronavirus-vaccine-to-everyone-covid19/)). SDP said that several organizations and entities at global level are working to help accelerate the production, development, R&D and manufacturing of vaccines many of our members are developing vaccines. WHO, GAVI and CEPI activities are development of policies and allocation. GAVI is involved in funding for procurement. CEPI supports R&D and scale up. WEF is not involved in policies, funding nor R&D, but they have experience in Ebola to get manufacturers and companies together. There are still some clear understand needed, but it is for us to decide if DCVMN will engage. As of now there is no clear relationship with ACT Accelerator. Maybe it could be
5. **DCVMN strategic plan (for agreement):** SDP said EC can ensure progress in each of those areas. He requested members to volunteer for activities. We have to bring more participation in activities of the network by having committees and sub-committees. The following persons:
   a. Governance committee (governance, recruitment, selection, secretariat operations) **P. Tippoo**
   b. Grants advisory committee (grants management, fund raising- start preparing for a new grant to come in 2021) **T. Rocca**
   c. Regulatory systems committee (regulatory systems harmonization) **W. Huang**
   d. Capacity building committee (GMP, QMS, GCP, Training & Development, workshops, etc.) **S. Prasad**
   e. Audit and finance committee (internal audits, financial controls) **F. Lobos**
   f. PQ manufacturers committee (WHO, UNICEF, PAHO, GAVI, interface, issues etc.) **L. Yang**
   g. Healthy industry committee (sustainability, global access, entry barriers,) **F. Lobos**

This year, AGM will be Virtual 3 days meeting. The 1st day only general assembly with members. Then 2 days of interaction between members, partners and other in short virtual presentations. We could have 4 presentations in 1 hour 10 min with QA.

6. **Survey of expertise:** DCVMN will conduct a survey on to have questions that Benoit can handle; questions have to be very smart to get the info we need.

7. **HR support:** we currently have 3 staff – Benoit, Laura and Sonia Pagliusi. A new intern will help Laura with PSPT project. The Training coordinator is now open. Secretariat recommended renewal and 10% + for Laura Viviani, as well as title upgrade to Senior Project manager and 1-month bonus due to NIIMBL grant achievement (ca. 400 K USD; it is within budget of secretariat). The request was approved with no objection by the five EC members present at the moment (SDP, FL, LY, AA, TR).

8. **Financing/Fundraising:** TR and FL to lead financing/fundraising with specific and not specific projects together.

9. **Response to CEPI request for an observer in coordination committee.** SDP explained that WHO, GAVI BMGF, CEPI funded ACT accelerator for the development of vaccines, diagnosis and treatment. Vaccines part was delegated to GAVI and CEPI, to work on R&D and manufacturing since procurement is not occurring at the moment. DCVMN was asked to nominate person to represent them at COVAX committee, Mahima Datla was nominated. Mahima asked for a Sherpa or observer to attend the meetings, as observer. The person needs to be independent. LY suggested SP, approved by the four EC members present at the moment (LY, SDP, FL, TR). This will be communicated to Mahima and a confidentiality agreement will need to be signed.

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**Nyon, 11 June 2020**

Sonia Villasenor and Sonia Pagliusi

Approved

Sai D. Prasad, DCVMN President

Location/Date: Hyderabad, India. 07Aug2020