

## **National Steering Committee for the National Influenza Pandemic Preparedness Plan (NIPPP)**

The National Steering Committee (NSC) will facilitate the implementation of the National Influenza Pandemic Preparedness Plan during Phases 5 or 6. The National Steering Committee shall be chaired by the Prime Minister and shall include high level decision makers from various Ministries and entities to make critical contributions to political decision making during the three main WHO pandemic Phases. The National Steering Committee will comprise the following members:

### **Members of the National Steering Committee for the NIPP plan**

- Chairman, Prime Minister
- Minister, Ministry of Health
- Minister, Ministry of Agriculture
- Secretary, Ministry of Agriculture
- Secretary, Ministry of Health
- Secretary, Ministry of Finance
- Secretary, Ministry of Information and Communication
- Secretary, Ministry of Home and Cultural Affairs
- Secretary, Ministry of Economic Affairs
- Secretary, Ministry of Foreign Affairs
- Secretary General, Bhutan Chamber of Commerce and Industries
- Attorney General, Office of the Legal Affairs
- Chief, Royal Bhutan Police

### **Roles and Responsibilities:**

- Make political and policy decisions on the implementation of the NIPPP and the response to a possible avian and human influenza pandemic;
- Mobilize required resources for implementation of the NIPPP;
- Oversee implementation and endorsement of updates to the NIPPP;
- Ensure coordination amongst all relevant sectors which would be involved in effective implementation of the NIPPP during Phase 5 and above of the WHO pandemic phases;
- Declare different Phases of any pandemic based on the recommendations of the National Technical Committee if human to human infection occurs (Phase 4 above);
- Ensure inter-sectoral collaboration and partnership with international, regional and bilateral agencies.

The National Steering Committee should meet once a year and as and when required and convened by the Chairman. A simple majority shall constitute the quorum for convening the meeting. The National Steering Committee shall seek technical recommendations from experts within MoH for decision making processes.

## **National Executive Committee**

The Executive Committee (EC) will be responsible for providing overall guidance, direction and monitoring of the implementation of the NIPPP. The committee will also be responsible for overseeing the implementation of the World Bank assisted project on NIPPP. Depending on the Phase of the outbreak the Executive Committee will be transformed into an “Incident National Influenza Pandemic Preparedness Plan Command Centre” and incorporate relevant members of the National Technical Committee.

### **Members of the National Executive Committee**

- Secretary, Ministry of Health (Chairman)
- Director General, Department of Medical Services, Ministry of Health
- Director General, Department of Livestock, Ministry of Agriculture
- Director, Department of Public Health, Ministry of Health
- Director, Department of Immigration, MoHCA
- Director, Disaster Management Unit, Ministry of Cultural and Home Affairs
- Director, Department of Law and Order, MoHCA
- Executive Director, Bhutan Agriculture and Regulatory Authority, Ministry of Agriculture
- CPO, CDD, Department of Public Health, Ministry of Health
- Program Officer, International Health Regulation, DoPH, Ministry of Health

### **Roles and Responsibilities:**

- Keep the NSC updated on new developments of the epidemic worldwide and nationally
- Develop guidelines, protocols and procedures for implementing the NIPPP
- Ensure readiness of Rapid Response Teams (RRTs)
- Act as the Incident Command Centre depending on the Phases of an outbreak.
- Arrange all the logistics involved in responding to outbreaks of Influenza A(H1N1) infection, including the investigations and rapid responses
- Declare the Phases of an outbreak of Influenza A(H1N1) of WHO pandemic Phases for endorsement
- Decide on recommendations for the enforcement of regulatory and control measures for endorsement
- Designate media spokespersons for risk communication
- Identify the inter-sectoral lead agencies for effective implementation of the NIPPP
- Ensure the adequacy, timeliness and relevance of communications activities.
- Issue executive orders for enforcement of response activities
- Provide policy direction for response activities
- Ensure that appropriate risk communications activities are conducted

### **Frequency of meetings and quorum**

The Executive Committee for the NIPPP shall convene as deemed necessary during Phases 4 to 6. The committee will also meet as and when there are outbreaks in neighbouring/trading countries to decide on bans and other regulatory issues. A simple majority can convene the meeting but the aim should be to have as many as possible of all the members and invited technical experts present.

## **National Task Force (Previously named as Technical Committee)**

The National Task Force shall provide day-to-day technical advice, direction, feedbacks and technical backstopping to the National Steering Committee and the Executive Committee.

### **Members**

1. Dr. Gosar Pemba, AI Technical Focal Person, JDWNRH
2. Dr. Pandup Tshering, Med. Superintendent, JDWNRH
3. Dr. T B Rai, Medical Specialist, JDWNRH, MoH
4. Dr. Karma Rinzin, NCAH, DoL, MoA
5. Dr. Sithar Dorji, BAFRA. MoA
6. Mr. Sonam Dorji, CPO, PPD, MoH
7. Mr. Tandin Dorji, CPO, DoPH, MoH
8. Mr. Sonam Wangchuk, Public Health Laboratory, MoH
9. Mrs. Gaki Tshering, ICT Unit, MoH
10. Mr. Kaka, PO, DVED, DMS
11. Mrs. Pema Udon, PO, Infection Control, DMS
12. Ms. Roma Karki, PO, IHR, DoPH
13. Mr. Sonam Zangpo, PO, ARI, DoPH
14. Mr. Tshering Dorji, CO, ICB, DoPH
15. Mr. Tandin Chogyel, PO, Mental Health

### **Roles and responsibilities**

- Develop guidelines, protocols and procedures for implementing the NIPPP
- Support rapid response and systematic management of outbreaks of H1N1 infection and pandemics
- Provide day-to-day scientific advice, direction, feedbacks and technical backstopping to the National Steering Committee, the Executive Committee (Incident Command Centre) and rapid response teams at field level
- Provide a scientific basis for risk communication and other relevant information dissemination
- Analyze and provide expert clinical, virology, and epidemiology advice/opinion.

### **Frequency of Meeting**

The Task Force will meet every 2-3 days and the membership will depend on the Phase of the outbreak and the requirements in the field.

### **Rapid Response Teams**

#### **National RRT (Investigation Team)**

1. Dr. Gosar Pemba, JDWNR hospital
2. Dr. T B Rai, Med Specialist, JDWNRH
3. Mr. Tandin Dorji, CPO, CDD, DoPH
4. Mr. Tshering Dorji, PHL
5. Mr. Dorji Tshering, PHL
6. Ms. Roma Karki, DoPH
7. Mr. Sonam Zangpo, ARI, DoPH

**Regional RRT (Investigation Team)**

1. Superintendent, Regional Referral Hospital
2. District Health Officer, Mongar & Gelephu
3. Medical Specialist/Officer, RRH
4. Head, Laboratory, RRH
5. Lab technician, RRH

**Roles and responsibilities**

1. Initiate local investigation and start standard control measures to prevent further transmission