

Dear friends,

Greetings!

We hope that you are well and your preparations for participating in the HTAi Annual Meeting at Bilbao are complete. We will be grateful if you could kindly see the details below and respond.

With best regards,

Joseph L. Mathew (Chair) and Paulo Picon (Co-Chair)

HTAi DC ISG

31 May 2012

Copy:

Dr. Cliff Goodman, President HTAi.

Dr. Laura Sampietro-Colom, Past President HTAi

Dr. Carole Longson, Vice-President HTAi and Chair ISG Steering Committee.

Mr. Logan Mardhani-Bayne, HTAi Secretariat

1. Annual DC ISG Meeting at the HTAi 2012 Annual Meeting

As in previous years, we will have our face-to-face meeting during the lunch break on the second day (Tuesday 26th June 2012) of the Annual Meeting. This year, we hope to have greater participation and also sharing of the work we all have been doing. Could you please let us know if you will be able to participate in this meeting.

A tentative agenda could be:

- Update on information from HTAi
- Progress report on activities undertaken
- Member sharing (this is a section where we would like all members to briefly present their HTA related work relevant to developing countries, with or without slides. Please feel free to make short presentations upto 3 minutes each with a maximum of 2-3 slides if required. This could also include summaries of work presented at the Annual Meeting (oral/poster) as well as submissions not approved. We also encourage updates on things you are doing in your local

setting. We will be grateful if you could kindly let us know beforehand if you will make a presentation.

- Discussion

2. Utilization of the Webspace *(Please note that we have not yet had a very encouraging response to this; therefore, please do see if you could contribute material that is free of copyright issues.)*

We have received very limited response to our frequent requests and reminders for optimal utilization of the ISG web-space. We once again request all members to kindly contribute materials that can be put up on the ISG webspace. These could include:

- (i) *Journal papers/ articles (after obtaining appropriate copyright permissions) authored by members or otherwise; that are relevant to DC issues.*
- (ii) *Powerpoint slides presented at Meetings/Conferences etc that could be general in content or on specific research findings. If too specific, then the content could be reviewed and decisions taken on a case-by-case basis.*
- (iii) *Other important documents/materials authored by members or otherwise; with copyright permissions (where required).*

3. Member profile *(Here too we have not had a very encouraging response to this; please do complete this at the earliest).*

As noted above, frequent requests and reminders to prepare a database of ISG members; has also not generated the expected response. We are grateful to all those who have sent their contributions; and would be grateful if others could kindly send their details as per the template attached below. Please note that the template is only a guide and members are encouraged to add/delete points as appropriate. Please also note that we cannot put up the available profiles until we have a sufficient number.

Template Draft

Please feel free to add more information if you prefer

Name:	
Designation:	
Contact details:	
HTA-related work:	

HTA-related interests:	
Academic expertise interests.	
Research interests.	
Brief CV.	
Informal Photo	

4. Future activities

Please give your comments/suggestions on activities/actions that the DC ISG can undertake in the near as well as distant future.