

Agenda: AHWP Work Plan Meeting 2008

(Proposed)

Date /Time: December 20, 2008 / 8:00AM – 20:30PM

Venue: Wuzhou Guest House, B Tower

Add: No. 6001, Shennan Rd., Shenzhen

Time	Agenda	
08:00 – 08:30	Participants Registration	Secretariat
08:30—08:45	Opening Speech	AHWP Chair
08:30—08:45	Agenda Item 1: Adoption of Agenda Agenda Item 2: Roll call	
08:45—10:30	Agenda Item 3: AHWP Work Plan (2009-2011) <ul style="list-style-type: none"> • Annual summary and comparison study on member's regulatory systems • E-Newsletter establishment • AHWP constitution amendment & approval process • AHWP Annual meeting and workshop • Attending GHTF & APEC cooperation training • Consultant recommendations for AHWP Chair • Secretariat member name list 	
10:30--10:50	Tea break and group photo	
10:50--12:00	Agenda Item 4: AHWP Secretariat Working Process (2009-2011) <ul style="list-style-type: none"> • Secretariat working process • Communication of members Economics • Liaison with other international organization • AHWP website • Trust fund collection and management • Others 	Secretariat
12:00--13:00	Lunch	
13:00--15:00	Agenda Item 5: AHWP Work Objectives for 2009-2011 Agenda Item 6: AHWP Work Objectives for 2009	AHWP Chair
15:00--15:15	Tea break	
15:15--17:30	Agenda Item 7: TC / WG Work Plan & Objectives (2009-2011) <ul style="list-style-type: none"> • Key Deliverables of AHWP TC • WG 1 – 6 work item • STG Nomenclature for medical device • STG Legal Entity 	TC Chair
17:30--18:00	Agenda Item 8: Conclusion	AHWP Chair
18:00--18:30	Meeting break	
18:30--20:30	Welcome Dinner	

