

## Approved by the Board 9.9.2024

### Section III

To support its vision and missions, and reflect its diverse membership, the Board can create Committees, Expert Groups, Working/Writing Groups and Task Forces

### Section IIIa

#### **Item 1. Definitions**

- **Committees** are created by the Board to support major and long-term activities of the WHF. Committees should initiate and supervise major projects, as approved by the Board. The Chair of each Committee should be an Observer on the Board and a full member of the Executive Committee and report on a regular basis to the Board.
- **Expert Groups** are created by the Board to support topic specific activities requiring specific expertise. The Chair of each Expert Groups should report to one specific Committee as decided by the Board. The list of Expert groups should be reviewed every two years and might existing groups might be modified, dissolved or new groups created to adjust to WHF strategy and needs.
- **Working/Writing Groups and Task Forces** are created by the Board to fulfil a specific mandate, produce a document for WHF or supervise a specific project. Working/Writing Groups and Task Forces should report to a Committee or to the Board, are time limited and should be dissolved once the mandate is completed.

#### **Item 2. General principles for Committees and Expert Groups**

**Mandates and Nominations:** Committees and Expert Groups Chairs and Members should support and advise the Board and work in close contact with the leadership. All mandates are for two years, renewable once, and synchronized with the Board elections. Following the elections to the new Board every two years, the incoming Executive Committee will nominate the Chairs and Members of the Committees and Expert Groups. These nominations will be approved by the current Board at its last meeting. If needed, the President-elect will have a casting vote. With this process, Board and Committee members will start working together as 1<sup>st</sup> January for a two-year mandates.

Implementation for mandates 2025-2026

- 9 September, Board approves new policies
- 20 September, Call for nominations to WHF members for Committees & EG members until 25 October
- 14 October – 10 November, Incoming ExCo (2025-2026) chaired by J. Narula; Consultation phase: based on the list of nominations, unformal consultations, contact individuals
- 21 November, Incoming ExCo (2025-2026) chaired by J. Narula; Formal recommendation for chairs and members of Committees & EG
- 12 December, Current Board (2023-2024) chaired by D. Piñeiro; Appoints chairs and members of Committees & EG
- 1 January 2025, New Board, committees and EG in place and fully responsible

Committees and Expert Groups should have a maximum of 8 permanent members, including the Chair and the Programme Leaders responsible for specific programmes. Chairs of Expert groups should not serve on a Committee but might be invited to report on their activities as observers. If a member of a Committee is subsequently appointed in a different capacity, this member can serve in this new capacity for another maximum of two (2) terms. The Chair can be re-elected for a second mandate but cannot serve again on the same Committee. All Committee and Expert Groups shall meet at least twice a year, either in person or via teleconference and effort should be made to go no more than three months without a fully appointed meeting. All Committees, Expert Groups or working groups are assigned a supporting staff member by the CEO.

**Nomination process:** For all positions, a call for nomination to WHF Full members should be made by the office. The incoming Executive Committee is also free to approach and nominate other candidates with the goal to ensure the best possible candidates (expertise, professional experience, etc.) for the specific mandate of the Committee. It should also consider general principles for a balanced composition (gender, origin, etc). WHF membership is diverse, including scientific societies, foundations and patient groups. Although Committees and Expert Groups should be inclusive, the specific skills of the individuals should be the main criteria for nominations by the incoming Executive Committee.

**Item 3: Coordination between Committees and Expert Groups:** Each Expert Group should report to the Board through one Committee Chair. The Chairs of each Committee and Expert Groups are meeting at least twice a year in the Science, Policy and Advocacy Coordination group (SPAC). The aim of SPAC is to align and coordinate the different activities and ensure additional expertise and input from other Committees and Expert groups when required. SPAC is an information sharing committee with no decision power. SPAC is chaired by the President-elect.

### **Section IIIb**

#### **Science Committee**

**Item 1. Definition:** The Science Committee is the cardiovascular health and policy evidence based advisory committee for the WHF. (The Committee is not a governing committee.)

**Item 2. Responsibilities:** The Science Committee is responsible for the following tasks:

- a. Ensure that evidence based medical and scientific knowledge underlies the WHF's efforts to reduce the impact of heart disease;
- b. Provide strategic input into the WHF strategic planning process and ensure that the WHF scientific and policy priorities are appropriately reflected in the strategic plan;

- c. Monitor new developments in cardiovascular science to determine and adjust the WHF scientific agenda appropriately;
- d. Supervise the organization and planning of the WHF Roadmaps and Emerging Leaders programme as agreed by the Board;
- e. Be responsible for assisting the President in the programme of the WHF World Congress or coordinating with the programme committee of the host organization.
- f. Manage the process of commissioning, reviewing and recommending to the Board the approval of appropriate medical and scientific statements and guidelines of importance to the WHF mission and science agenda subject to approval as specified below. Provide input and comments into the Position and policy papers prepared by the Advocacy Committee
- g. Oversee and coordinate the activities of Working Groups, Expert Groups and Task Forces as decided by the Board.
- h. Advise the Board of any conflicts between scientific policy of WHF and any of its members.
- i. Assume other responsibilities as assigned by the Board.

**Item 3. Membership:** Criteria for membership should be based on scientific expertise and competences, taking into account geographic and gender diversity. In addition to the 8 appointed members, the WHF Senior Science Advisor is an ex-officio member of the Committee.

### **Section IIIc**

#### **Advocacy Committee**

**Item 1. Definition:** The Advocacy Committee is the advisory committee for WHF for all issues related to Global Advocacy and Policy. (The Committee is not a governing committee). The Committee should cover the broad needs in cardiovascular prevention, risk factors, diagnosis, management, and access to care.

**Item 2. Responsibilities:** The Advocacy Committee is responsible for the following tasks:

- a. Ensure that evidence based medical and scientific knowledge underlies WHF's advocacy efforts to improve cardiovascular health and access to cardiovascular medicine;
- b. Provide strategic input into the WHF strategic planning process and ensure that the WHF advocacy and policy priorities are appropriately reflected in the strategic plan;
- c. Monitor new developments in the political environment to determine and adjust the WHF advocacy agenda appropriately;
- d. Manage the process of commissioning, reviewing and recommending to the Board the approval of appropriate Position and Policy papers of importance to the WHF mission and advocacy agenda subject to approval as specified in Section IIIe; Provide input and comments into the Scientific and medical papers prepared by the Science Committee.
- e. Oversee and coordinate the activities of Working Groups, Expert Groups and Task Forces as decided by the Board.
- f. Establish ad-hoc Working Groups as needed to address new developments in global policy and cardiovascular health which are important to the WHF mission and policy and

advocacy agenda, subject to approval by the Board; criteria for establishment includes mandate and capacity to support.

- g. Advise the Board of any conflicts between advocacy policy of WHF and any of its members.
- h. Assume other responsibilities as assigned by the Board.

**Item 3. Membership:** Criteria for membership should be based on advocacy expertise and competences, taking into account geographic and gender diversity in particular to ensure adequate liaison with the 6 WHO regions.

### **Section IIId** **Expert Groups (2025-2026)**

- **Air Pollution and Climate Change EG (APCC-EG)**  
**Report to AC**

The APCC-EG guides the work of WHF in the area of air pollution, climate change, and CVD, identifying areas for further research and prioritizing key advocacy objectives. The APCC-EG can also, with the approval of the Board, initiate and supervise the publication of scientific and policy papers.

- ***Expert Group for Nicotine and Tobacco, Alcohol and Drugs (eg.NTAD)***  
**Report to AC**

The eg.NTAD guides the work of WHF in the area of nicotine and tobacco, alcohol and drugs, identifying areas for further research and policies, and prioritizing key advocacy objectives on global control. eg.NTAD can also, with the approval of the Board, initiate and supervise the publication of scientific and policy papers.

- ***Expert Group for Physical Activity, Nutrition and Obesity (eg.PANO)***  
**Report to AC**

The eg.PANO guides the work of WHF in the area physical activity, nutrition and obesity, identifying areas for further research and prioritizing key advocacy objectives. The eg.PANO can also, with the approval of the Board, initiate and supervise the publication of scientific and policy papers.

- **Expert Group for Neglected CVD (eg. NCVD)**  
**Report to SC**

The eg. NCVD guides the work of WHF in the area of neglected CVD, in particular rheumatic heart disease and Chagas disease. NCVD-EG can also, with the approval of the Board, initiate and supervise the publication of scientific and policy papers.

- **Expert Group for World Heart Observatory Management (eg.WHOM)**  
**Report to SC**

The eg. WHOM guides the work of WHF in the area global CVD data collation, development of the World Heart Observatory, and the publications of the World Heart Report and scientific papers. It will also collaborate with the scientific advisory boards created to support Cardio4Cities (C4C) and the City Heartbeat Index (CHI).

- **Expert Group for Roadmaps Development and Implementation (eg.RDI)**  
**Report to SC**

The eg.RDI guides the work of WHF in the development and update of Roadmaps, framework documents for the implementation at the local level of best practice, including identification of roadblocks and solutions. eg.RDI supervises also the production of material and documents to support the implementation of roadmaps in policy work and clinical education in the local environment.

## Summary organigram for the proposed organisation 2025-2026

