



FIP Global Pharmaceutical Observatory Data & Intelligence Commission

Membership and Terms of Reference v2

Name	Role and Organisation	Input to GPO Data & Intelligence Commission
Robert Sindelar	Professor and Dean Emeritus, Faculty of Pharmaceutical Sciences, The University of British Columbia	Chair
Professor Ian Bates	FIP GPO Director	Non-voting
Chris John	FIP Lead for Data & Intelligence (GPO)	Secretary Non-voting
Sherly Meilianti	FIP-GPO Data analyst and technical officer	Observer and note taking Non-voting
Rob Moss Lars-Åke Söderlund	Members of FIP BPP	Pharmacy Practice expertise
Charlotte Rossing	Member of FIP BPS	Pharmaceutical Science expertise
Naoko Arakawa Paul Gallager	Members of FIP <i>Ed</i>	Education expertise
Al Carter	Member of Regulators' Forum	Regulation expertise
Paul Fahey	Member of Technology Forum	Technology expertise
Prosper Hiag Denis Awitty	Africa	Regional advocacy
Virginia Olmos Lorena Quirós	Americas	Regional advocacy
Sonia Queiros Rikke Løvig Simonsen	Europe	Regional advocacy
Nadia Al Mazrouei Ayman Noreddin	Eastern Mediterranean	Regional advocacy
Rao Vadlamudi	South East Asia	Regional advocacy
John Jackson Leonila Ocampo	Western Pacific	Regional advocacy
Expert Task Group Ex Officio members	When required	Expert Advice
FIP GPO Steering Group members	When required	Leadership

Summary of FIP-GPO Data & Intelligence Commission membership categories.

1. Elected volunteers from FIP constituencies (as outlined above).

2. Expert Task Group members, nominated by the Director and approved by the Chair of FIP-GPO D&I Commission and Chair of the FIP-GPO Steering group.
3. FIP-GPO operational personnel usually GPO Director, FIP Lead for Data and Intelligence and the FIP-GPO Data Analyst and Technical Officer as an observer. Other FIP staff and officers as required.

ONE FIP Global Pharmaceutical Observatory Data & Intelligence Commission Terms of Reference (GPO-ToR)

1. Background

- 1.1 The Global Pharmaceutical* Observatory (the FIP-GPO) provides FIP with a pharmacy- and pharmaceutical sciences-related information hub that can be readily utilized to inform advocacy work, policy development, decision-making, issues of regulation and remuneration, and the profile of the global pharmaceutical* workforce.
- 1.2 The goal of the GPO is to support the wider FIP Vision to advance global pharmacy practice, the pharmaceutical sciences, related education and training is based on evidence and data.
- 1.3 The FIP-GPO will deliver evidence and analysis of past, current and future trends in the pharmaceutical world. It will support all member organisations of FIP and partners to understand multiple pharmaceutical contributions to global health; to utilise the intelligence and information to deliver transformation.
- 1.4 As a key component of FIP and a growing information nucleus, the FIP-GPO will be:
 - 1.4.1 A secure and safe repository of collected and validated pharmaceutical* public and private data;
 - 1.4.2 A global source of pharmaceutical intelligence and actionable knowledge;
 - 1.4.3 A resource to identify and optimize useful data analysis methodologies and tools; and
 - 1.4.4 A catalyst to build effective and transformational partnerships based upon pharmacy- and pharmaceutical sciences-related intelligence.

(Pharmaceutical in this context incorporates pharmacy, pharmaceutical science, practice, services and medicines, as in the definition of FIP.)*

2 The FIP-GPO benefits:

- Data collection, validation, analysis, and interpretation that lead to impactful outputs;
- Evidence-based reports and intelligence for MOs and partner organisations;
- Support for commissioning our partners and MOs (and AIM) to undertake; research and work across the 2 Boards and FIPed;
- Enable collaborative working - similar to the provider model with FIP as a platform and an enabler (bringing nations and organisations together to deliver transformational projects);
- Comparative analysis with stats models- comparing blocks of data (e.g.: Europe vs SE Asia) use this for how many pharmacies / Rx / regulatory comparisons / vaccinations / service comparisons

3 Data and intelligence

Data analysis and intelligence depends on the collation of quality data.

The FIP-GPO will have a database at its core that will operate on a minimum (core) data set, which will evolve over time and additional (bespoke) datasets that relate to specific programmes (workstreams) at FIP or externally funded FIP projects.

Database functions include:

- Efficient (smart) methods of data collation;
- Support provided for nations who do not currently possess data;
- Level of confidence descriptors of data quality (and date stamped).
- Interface with online survey platforms to allow greater efficiencies.

4 Vision, mission and strategic objectives of the FIP-GPO

4.1 The 5-year GPO Vision

The FIP-GPO will become the most comprehensive and most respected source of data and intelligence on pharmacy workforce, pharmacy practice and pharmaceutical science worldwide. The FIP-GPO provides a window on the work and impact of the global pharmaceutical community wherever you are.

4.2 The FIP-GPO Mission

Our mission is to effectively and efficiently collate and validate global data on pharmacy workforce, practice and pharmaceutical science. We undertake comprehensive analyses and provide accessible, high quality intelligence that supports our member organisations in their work. We communicate this innovatively, thereby promoting our member organisations' contribution to health. We provide evidence-based strategic information, reports and guidance on the application of pharmaceutical science, policies, practices and services.

To do this, we engage with and work in partnership with our member organisations, key stakeholders and global thought-leaders. By delivering this mission, we will support the delivery of the FIP Development Goals and thereafter, the United Nations' Sustainable Development Goals.

4.3 Strategic Objectives:

- 1 To engage with member and partner organisations to effectively collate a core set of strategic data (and, when needed, additional targeted data) that contributes to and tracks the FIP Development Goals, member benefits and value.
- 2 To develop the technology and best practices to collate, validate, analyse and transform the data into intelligence and actionable knowledge of pharmacy, pharmaceutical science and medicines that will significantly contribute to the global improvement of health.
- 3 To create a user-interface that provides seamlessly an accessible window on the world of pharmacy, pharmaceutical science and medicines.
- 4 To utilise the data and intelligence to facilitate cutting edge research and development in workforce, practice and pharmaceutical science.
- 5 To increase awareness and commitment of international agencies, governments and funders to invest in, promote and advance the GPO.
- 6 To create a GPO business unit that secures sustainable funding for the development, growth and maintenance of the GPO and the associated human resources.
- 7 To identify clear and measurable metrics characteristic of FIP-GPO success and global impact.
- 8 To achieve WHO status and be the WHO partner of choice and preferred provider of data on pharmacy, pharmaceutical science and medicines.

5 Linking the Global Pharmaceutical Observatory to the FIP Vision.

- 5.1 The vision for the GPO can be articulated through leadership, innovation and implementation. The FIP vision is: A world where everyone benefits from access to safe, effective, quality and affordable medicines and pharmaceutical care. Its mission is to improve global health by supporting the advancement of pharmaceutical practice, sciences and education. The FIP strategy is: We collaborate with our members and partners to maximise the global influence and

contributions to health care of pharmacists, pharmaceutical scientists and pharmacy educators, striving for the outcomes described in our strategic plan.

- 5.2 The initial development of the Pharmaceutical Workforce Development Goals (PWDGs), and the subsequent development of the integrated framework of FIP Development Goals, means that the FIP-GPO Observatory now has to incorporate data acquisition, management and analysis that allows full translation for monitoring the progress and trends of the FIP Development Goals.
- 5.3 The GPO needs to provide the evidence of success of the FIP Development Goals and the utility this brings for our Member Organisations.
- 5.4 FIP is the global body for pharmacy and the pharmaceutical sciences and it must operate within a globalised and data-driven professional economy where development and progress requires credible information and data. In order to succeed and provide global benefit,
- 5.5 The FIP-GPO is now the vehicle for the stewardship of a comprehensive source of pharmaceutical data. It is imperative that this data is transformed – via focussed analysis - into intelligence on pharmacy and the pharmaceutical sciences across the globe.
- 5.6 The FIP-GPO provides an intelligence window on the work and trends of the global pharmaceutical community for all our members and will ensure we have the data to support delivery of the 21 FIP DGs to 2030, to demonstrate diligent monitoring of global progress with intelligence to Members about the progress of these Goals. It's a One FIP partnership model.

6 Purpose of the FIP-GPO Data and Intelligence Commission

The purpose of the Commission is to support FIP with delivering the GPO vision, mission and strategic objectives.

The idea of the Commission is to bring together experts from within FIP membership to exchange views on current activities (problem areas, best practices, etc.), to find new contacts, and to work together on joint projects that bring some added value and are aligned with the FIP Strategic Plan.

The Commission's duration will not be limited to a task or a time, but FIP Leadership reserves a right to set up or dissolve a Commission, or to modify its scope.

We know, that to be effective, the Commission needs to be streamlined to be able to deliver (otherwise it will be a discussion forum) so we are recommending it is comprised of 12-15 people.

7 Roles and responsibilities of members of the FIP-GPO Data & Intelligence Commission (FIP-GPO D&I Commission)

Members of the GPO Data & Intelligence Commission will provide strategic advice (based on their expertise and skills) to the GPO Steering Group, on the direction of the project including:

- 7.1 To provide assurance and guidance on achieving the FIP-GPO vision and mission and alignment with the strategic goals for FIP and to encourage an ambitious and innovative approach;
- 7.2 To validate the integration of FIP-GPO activities across FIP and with stakeholders. Provide advice on how better to maintain alignment with FIP's principal stakeholders;
- 7.3 To provide advice and support in identifying priorities and opportunities for the GPO;
- 7.4 To provide advice to the FIP-GPO Director (and indirectly to the FIP project team) on any identified actions or interventions to address priorities (including sourcing experts to the Expert Task Group);

- 7.6 To advocate and engage, when opportunities present, with Member and Partner Organisations to promote the FIP-GPO vision and mission for the benefit of the global pharmacy community;
- 7.7 To review and subsequently advise on high-level plans and proofs of concepts presented to the FIP GPO Data & Intelligence Commission

8 Roles and responsibilities of the FIP-GPO D&I Commission Chair:

- 1. To set the agenda for each meeting working with the FIP-GPO Director to chair all meetings.
- 2. To facilitate the role of the FIP-GPO Project Manager in supporting the meetings.
- 3. To ensure focused and effective meetings that encourages broad member participation and actions that fulfil the FIP-GPO D&I Commission ToR.
- 4. To assure that the FIP-GPO and its leadership team remain aligned with the strategic objectives of FIP and supports FIP Members and partners.
- 5. To report to FIP Bureau at least annually, summarise the progress, challenges and new opportunities of the FIP-GPO as observed by the FIP-GPO D&I Commission.
- 6. To report directly to the FIP President upon request, and at least twice a year, summarize the progress, challenges and new opportunities of the FIP-GPO as observed by the FIP-GPO D&I Commission as well as any observations on the effectiveness of the FIP-GPO management.
- 7. To liaise routinely with the FIP-GPO Director and, as appropriate with the FIP-GPO Programme Lead along with the Director on progress and continued project development.

9 Roles and responsibilities of the FIP-GPO Director (refer to the wider role description):

- 1. To work with the Chair to plan the agenda for meetings;
- 2. To provide all meetings with a brief update of the progress, challenges and new opportunities of the FIP-GPO (may also involve the Data & Intelligence Lead);
- 3. To provide a summary of decisions made related to actions recommended at previous meetings;
- 4. The FIP-GPO Director will be a non-voting member.

10 Roles and responsibilities of the Secretary to the Commission (refer to the wider role description: Lead for Data and Intelligence):

- 1. To work with the Chair to help organise and schedule meetings;
- 2. To produce notes/actions items from the meetings and maintain an action/decision log;
- 3. Working directly with the GPO Director, produce detailed information and associated documents for regular updates on project progress and development.
- 4. The FIP-GPO Programme Lead will serve as the Secretary and be a non-voting member.

11 Frequency and mode of meetings

A minimum of one face-to-face meeting will be held per year during the annual FIP congress, and will meet online as often as necessary, but at a minimum of once during the year.

12 Appointment to the GPO Data & Intelligence Commission and membership terms

12.1 The FIP-GPO D&I Commission will be composed of a Chair, a Secretary (who is also the FIP Lead for Data and Intelligence), and additional members approximately evenly divided between elected FIP members representing FIP constituencies (as outlined above).

12.2 Once the current Chair steps down, the new Chair of the FIP-GPO D&I Commission shall be elected from the FIP Bureau.

- 12.3 The representatives of the FIP constituencies (as outlined above) shall be nominated, as current elected FIP volunteers, by these structures and informed to the Chair and Secretary of the FIP-GPO D&I Commission, the CEO and the FIP-GPO Director. They shall serve a term commensurate with their FIP host committee or Board.
- 12.4 The representatives of Regional Forums will be nominated by the Forum ExCos. The list of nominees will be collated and reviewed (alongside the nominations of other FIP constituencies) with membership recommendations made by the GPO Steering Group (FIP CEO, President, Commission Chair and GPO Director).
The final decision on membership of the Commission will be made by the Bureau.
- 12.5 The GPO Expert Task Group will support delivery of the project by inputting to GPO workstreams. The GPO Expert Task Group will be comprised principally of experts and have both a technical subject focus and a forward-looking remit, primarily about technology and managing data. It will be a group who can provide answers and suggestions or know where to look for best solutions. It will comprise statisticians, IT experts, possibly data scientists and others who will provide subject-matter input to the GPO Data & Intelligence Commission when required.
- 12.6 Experts will be sourced according to GPO need and individuals will be targeted by GPO Project Team with advice from the GPO Data & Intelligence Commission when necessary. The Group will suggest commissioning of work and projects which can be either operational or research projects. The GPO Expert Task Group will be ex-officio members of the Data & Intelligence Commission.
- 12.7 Each Expert Task Group member will have a 1 year, renewable, FIP honorary contract. This will give flexibility for renewal and refreshment. Expert Task Group members may be nominated, each to be approved in advance by the GPO Steering Group.

13 Skills and expertise

Members of the FIP-GPO D&I Commission will have skills and expertise according to the following attributes and experiences:

- FIP Strategic awareness;
- Leadership – ability to describe the big picture;
- Good communication skills – deployed effectively in a variety of ways;
- Able to deliver objective advice and guidance;
- Insights into business development and/or relevant policy knowledge;
- Experience of working with and across national or regional organisations;
- Understand complexity and advise on navigating it;
- Enthusiastic and committed.