

**PSM Toolbox Working Group Meeting
Amsterdam, 23-24 November 2009**

Invited organizations:

1. ACAME, Burkina Faso - **Aïcha Guindo** - confirmed
2. Clearsite Multimedia Design, the Netherlands – **Merlijn Ackerstaff** - confirmed
3. Consultancy for Health and Development, the Netherlands – **Hilbrand Haak** - confirmed
4. Ecumenical Pharmaceutical Network, Kenya – **Donna Kusemererwa** - confirmed
5. Global Drug Facility, Switzerland – **Andrea de Lucia** - confirmed
6. Management Sciences for Health, USA - **Arin Speed, Kyle Duarte** - teleconference
7. UNDP, Denmark – **Jacqueline Pontré** - confirmed
8. UNDP, Denmark – **Rino Meyers** - confirmed
9. USAID | DELIVER PROJECT, USA – **Kelly Hamblin** - confirmed

Organizers:

WHO/AMDS, Switzerland – Vincent Habiyambere
i+solutions, the Netherlands – Clarisse Morris

Meeting Agenda

Monday, 23 November 2009 *Evaluation of the PSM Toolbox website and CD-ROM*

Programme		Chair
9:00	Welcome	
9:05	Introductions	
9:15	Meeting objectives	
9:30	Project update – review of 2008 meeting action points	
10:30	Review of PSM Toolbox website & CD-ROM V3	
12:00	Lunch	
13:30	How to increase use of the PSM Toolbox in developing countries? <ul style="list-style-type: none"> - Involve partners - Organize toolbox instruction sessions - Add demo video presentation to relevant meetings, workshops 	
15:30	Definition of criteria for tool inclusion	
17:00	End of Day 1	
19:00	Group dinner in Amsterdam	

Tuesday, 24 November 2009 *Future plans for the PSM Toolbox website and CD-ROM*

Programme		Chair
9:00	PSM Toolbox survey results – presentation + discussion	
10:00	Expanding the PSM Toolbox database <ul style="list-style-type: none"> - New organizations - New health areas/commodities - New languages 	
12:00	Next steps	
13:00	Close of meeting - Lunch	