

Table 1 Influenza preparedness planning guidance document

Item	Goal	Content
Introduction and objectives	<ul style="list-style-type: none"> • Informative introduction. • Objectives. 	<p>The plan introduction should cover the essential information focusing on the local and regional situation of the disease.</p> <p>The plan should identify the preparedness goals and provide a formal risk assessment. Clearly indicate when the plan would be activated.</p> <p>The risk assessment should be based on the WHO Tool for Influenza Pandemic Risk Assessment (TIPRA) (http://apps.who.int/iris/bitstream/10665/250130/1/WHO-OHE-PED-GIP-2016.2-eng.pdf?ua=1).</p> <p>Risk assessment trigger should be based on TIPRA's epidemiological and virological triggers (TIPRA document, page 10).</p>
Risk assessment	<ul style="list-style-type: none"> • Identify risk factors for pandemics/ epidemics and plans for mitigation. • Identify a panel of experts (epidemiologists, veterinarians, virologists, clinicians, immunologists, pharmacologists, molecular virologists). 	<p>Conduct a risk assessment exercise based on TIPRA.</p> <p>List names and contact information of primary and secondary experts to assist in conducting TIPRA exercises.</p>
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Epidemiological surveillance	<ul style="list-style-type: none"> • A functional surveillance system is an integral aspect of the national influenza plan to provide early detection of emerging viruses and to monitor seasonal influenza. 	<p>Describe the current epidemiological surveillance system.</p> <p>Explain how epidemiological surveillance would expand during pandemic response.</p>
Virological surveillance	<ul style="list-style-type: none"> • Essential for understanding the viral characteristics which is important for vaccine preparation and antiviral sensitivity. 	<p>Describe the current epidemiological surveillance system.</p> <p>State which laboratories will be utilized in a surge. The related logistics must be clearly detailed including, but not limited to, logistics of sample collection, sample transportation, availability of laboratory kits and reagents, and result reporting mechanisms.</p>
Sub-national surveillance system	<ul style="list-style-type: none"> • Sub-national surveillance systems are crucial for complete surveillance data 	<p>Describe the surveillance systems at the sub-national level.</p>
Communication command strategy	<ul style="list-style-type: none"> • Strong communication strategy is a key to a coordinated response. 	<p>Pandemic planning committee comprising stakeholders from both private and public sectors. The plan should identify means of communications, what should be the role of each member of the committee during a pandemic or an epidemic.</p>
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Risk communication	<ul style="list-style-type: none"> • Provide and exchange relevant information to the public, partners, and stakeholders in order to allow them to make informed decisions. 	<p>Detail all the risk communication methods to be utilized during a pandemic. It is not enough to rely on the media or publish awareness pamphlets. This should include mechanisms of communication with the public, care providers, and other stakeholders.</p> <p>Algorithm with available contact data (rapid response).</p>
Collaboration and inter-country coordination	<ul style="list-style-type: none"> • Coordination across sectors using a one health approach. • Maintenance of essential services. 	<p>Engagement of decision-makers and assigned authorities and include non-governmental, academic, and private institutions.</p> <p>Sub-national plans must be included and then incorporated and linked to the national plan.</p>
Regional and international coordination	<ul style="list-style-type: none"> • To integrate the plan with regional and international efforts 	<p>Indicate how coordination with WHO/EMRO, WHO collaborating centres, and WHO reference laboratories will be handled. Plans must be compatible with IHR and other globally recognized health treaties.</p> <p>State how findings will be shared with WHO.</p>
Special/vulnerable population	<ul style="list-style-type: none"> • To protect vulnerable groups. 	<p>Include provisions for vulnerable groups in countries suffering from political circumstances (refugees) or mass gathering (Hajj).</p>
Ethical and legal frameworks	<ul style="list-style-type: none"> • Clear legal framework is essential to determine leadership and proper channels of communication and coordination. 	<p>Describe legal and ethical frameworks that will take effect if, for example, restricting people movement, mandating quarantines, mandating certain infection control measures, and mandating certain clinical interventions will be implemented.</p>
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Health care response	<ul style="list-style-type: none"> • To provide health care services. • Maintenance of health services during pandemic/ epidemic. 	<p>Estimate health capacities to be utilized with consideration of NGOs and private sector together with governmental hospitals.</p> <p>Describe alternative health sectors that can assist to cover the surge of health care services needed.</p> <p>Trained personnel (medical staff, health care workers, laboratory staff, volunteers).</p>
Case identification and management	<ul style="list-style-type: none"> • Accurate and early diagnosis of cases. 	<p>Definition of confirmed or suspected cases.</p> <p>Diagnostic tools and checklists.</p> <p>Case management algorithm.</p>
Infection control	<ul style="list-style-type: none"> • Prevent transmission. 	<p>Define infection control policies to be enacted, how infection control supplies would be stockpiled and dispersed, which hospitals to be designated to primarily receive patients, patient triaging, and other necessary measures for infection control.</p> <p>Plans for border screening should be in place including setting up proper quarantine facilities dedicated for receiving incoming cases of disease.</p> <p>Stockpiled personal protective equipment.</p> <p>Plans for non-pharmacological community-based interventions.</p>
Pharmacological intervention	<ul style="list-style-type: none"> • Vaccine stockpiles of current vaccines. • Vaccine requirements if a new vaccine is needed. • Provide and maintain stockpiled antivirals, anti-biotics, and other relevant medications 	<p>Describe the current policy for seasonal influenza vaccination.</p> <p>Estimate the number of doses required if a novel vaccine is introduced in response to a pandemic and define the populations to receive it.</p> <p>Describe the logistics of vaccine dispersal.</p> <p>Describe how drugs are stockpiled and how distribution will occur during a pandemic/ epidemic.</p>
Laboratory capacity	<ul style="list-style-type: none"> • Laboratory capacity is key for pandemic preparedness. 	<p>Identify the current network of national and sub-national laboratories where influenza diagnostics are performed.</p> <p>Identify the network of laboratories, including private or academic laboratories, that can assist in case of a surge.</p> <p>Provide clear instructions for sample collection, storage, diagnostics algorithms, and result reporting.</p>
Revision of the plan	<ul style="list-style-type: none"> • Evaluation to address any gaps. 	<p>Provide frequencies of plan simulations and exercises, evaluation, and revision.</p>
Checklist and tools	<ul style="list-style-type: none"> • Checklists and tools, as applicable, needed to aid plan execution. 	<p>Provide pre-designed checklist and tools.</p> <p>Include TIPRA tools.</p>