**Terms of Reference for [name of country] TB Caucus**

Prepared by: Global TB Caucus Secretariat

1. The [name of country] TB Caucus exists to “raise the profile of the global TB epidemic and to accelerate progress towards the elimination of the disease.”
2. Membership of the [name of country] TB Caucus is open to any parliamentarian from any political party in [name of country]. No political representative can be excluded from membership of the Caucus and participation in its activities.
3. The [name of country] TB Caucus does not have the authority of the [name of parliament], and is not an official parliamentary bodies. Groups should avoid presenting themselves in such a fashion as to be confused with official committees.
4. The [name of country] TB Caucus is strictly prohibited from taking outside funding from any organisation which has the sole purpose of gaining access to Members of Parliament. It should be made clear to any donors that such funds as are received by the Caucus do not confer any special privilege on the donor beyond the general benefits received from a high political profile of TB.
5. Members shall receive no reimbursement or recompense for their membership of the group. Time devoted to the group is entirely voluntary. The only exception to this is overseas travel, when Members may have their costs covered by sponsoring organisations. All such details must be declared to the relevant authorities in full and in a timely fashion.
6. The [name of country] TB Caucus will hold such meetings as deemed interesting by the officers and are relevant to their campaigns. The Caucus will hold an Annual General Meeting (AGM) for the purpose of electing new officers.
7. The [name of country] TB Caucus is led by its members *for* its members. Members of the Caucus elect ‘officers’ to lead the work of the group. These officers should reflect the cross-party nature of the group. Any member may nominate themselves to be an officer of the group, election is contingent on winning a simple majority of the votes present at the Annual General Meeting.
8. The officers of the national Caucus may appoint a secretariat that will support the work of the group. The secretariat’s duties include (but are not limited to): event organisation, meeting Members of Parliament, and supporting the activities and interests of the officers. This position receives no public funding, but the officers may choose to fundraise to support the post.
9. The [name of country] TB Caucus will seek to strengthen ties with other such groups around the world in the pursuit of its overall goal of eliminating the TB epidemic and will select an individual (or individuals) to attend regional TB Caucuses or the Global TB Caucus meetings as appropriate.

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