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சுகாதார அமைச்சு
Ministry of Health

Terms of Reference

District Committee for the
Prevention and Control of Leptospirosis in Sri Lanka

1. Background:

Leptospirosis is a significant public health concern in several districts of Sri Lanka, marked by high incidence rates and severe health impacts. Effective prevention, control, and management efforts are essential to mitigate the spread and impact of this disease in these high-risk districts.

2. Objective:

The District Committee for Leptospirosis aims to lead and coordinate efforts to implement targeted strategies for the prevention, control, and management of leptospirosis within high - risk districts of Sri Lanka. The committee seeks to reduce incidence rates and improve health outcomes in affected communities.

3. Composition of the Committee:

The committee shall include the following members:

- Regional Director of Health Services (Co-Chair)
- District Secretary or Nominee from the District Secretariat (Co-Chair)
- Nominee from Provincial Director of Health Services
- Directors / Medical Superintendents of hospitals in the district
- Regional Epidemiologist
- Consultant Physician nominated by Directors / Medical Superintendents of hospitals in the district

- Microbiologist from hospitals in the district
- Medical Officer - Epidemiology (MO Epidemiology)
- Supervisory Public Health Inspector -District (SPHI - D)
- Health Promotion Officer
- Medical Officer of Health (MOOH) of High-Risk Areas
- Divisional Secretaries of High-Risk Areas
- Supervisory Public Health Inspectors (SPHII) in High-Risk MOOH Area
- Deputy Director of Agriculture Department
- Assistant Commissioner of Agriculture Development
- Veterinary Research Officer
- Zonal Education Directors
- District Irrigation Engineer
- Director of Plantation Human Development Trust
- Representatives of Farmers' Societies
- Any other stakeholder relevant to the district (Regional Manager of Tea Small Holding Development Authority/District Representatives of Gem and Jewelers Association etc)

4. Meetings of the Committee:

- The committee shall convene quarterly
- The Committee assess local leptospirosis trends, review ongoing interventions, any other locally relevant epidemiology and strategize future actions.
- Meetings will be co-chaired by the Regional Director of Health Services, the District Secretariat or his/her nominee.
- The Regional Director of Health Services shall oversee the documentation of meeting proceedings and decisions.
- The Regional Epidemiologist shall function as the secretary and convener of the committee.
- Meeting minutes shall be circulated within two weeks of the meeting to all members by the Secretary.
- Members are responsible for reviewing the minutes and addressing relevant items before the next meeting.
- The agenda of each meeting shall include items pertinent to improving leptospirosis prevention and control.
- The agenda for upcoming meetings shall be circulated at least one week in advance by the Secretary.

- Requests for agenda items should be submitted in writing through official channels to the Secretary at least two weeks before the meeting date.
- Any member unable to attend a meeting must inform the Regional Director of Health Services or their designate well in advance.
- All members must update their contact details with the convener promptly.

Responsibilities of the Committee:

- **Coordination:** Facilitate collaboration among stakeholders to ensure a unified approach in addressing leptospirosis within the district.
- **Strategic Planning:** Develop and implement district-specific strategies for the prevention, control, and management of leptospirosis.
- **Monitoring and Evaluation:** Regularly monitor leptospirosis trends and assess the effectiveness of interventions, adjusting strategies based on epidemiological data and outcomes
- **Capacity Building:** Identify and address training needs to enhance local healthcare professionals' capabilities in leptospirosis prevention and control.
- **Advocacy:** Advocate for necessary resources and support from relevant authorities to strengthen local efforts against leptospirosis.

Reporting:

- The committee shall provide periodic reports on progress, challenges, and recommendations to the focal point of the leptospirosis at the Epidemiology Unit and other relevant stakeholders.

Quorum:

- A quorum shall consist of at least eleven of the committee members, including one Co-Chair (Regional Director of Health Services or District Secretariat/nominee).


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Ministry of Health

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