



Guide on Access to the Yellow Fever ICG Stockpile

Emergency Campaigns

Geneva, Switzerland
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**International Coordinating Group on Vaccine
Provision for Yellow Fever Control**

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1. Description of the Global Yellow Fever Vaccine Stockpile

A mass vaccination campaign is the most effective public health strategy to control Yellow Fever (YF) outbreaks. It helps to limit the spread of the disease and so reduces mortality.

In an emergency situation it is often difficult to get enough vaccine doses to protect the entire population at risk. In 2001, because there was a shortage of YF vaccine during the outbreak in Guinea, a global reserve of 2 million doses of vaccine was created to ensure a rapid response to outbreaks in the future. In 2003, this reserve was increased to 6 million doses with support from the Global Alliance for Vaccination and Immunization (GAVI). In December 2005, the GAVI board approved the "*Yellow Fever vaccine stockpile investment case*", increasing significantly its support to reduce the risk of Yellow Fever epidemics until 2013.

The stockpile is managed by the International Coordinating Group on Vaccine Provision for Yellow Fever Control (YF-ICG) created in 2001. The YF-ICG consists of representatives from the World Health Organization (WHO), United Nations Children's Fund (UNICEF), Médecins sans Frontières (MSF) and the International Federation of Red Cross and Red Crescent Societies (IFRC). WHO/Headquarters in Geneva, Switzerland, serves as its Secretariat. The role of the YF-ICG is to verify that eligibility criteria are met by countries applying for outbreak support from the stockpile and to decide on the amount of vaccine to be shipped according to the needs expressed in the request.

This guide explains how countries facing YF epidemics can apply for support from the Yellow Fever outbreak vaccine stockpile. Any country facing a YF epidemic is eligible to receive vaccines

from the emergency vaccine stockpile. GAVI eligible countries may also apply for financial support to emergency vaccination campaign operational costs.

In order to ensure the sustainability of the Yellow Fever Outbreak Stockpile, all countries that receive vaccine and materials from this stockpile should reimburse their cost, including shipping expenses. (See Section 5 - How much does it cost?).

The added value of the global vaccine stockpile is the rapid availability of safe vaccine (from WHO pre-qualified manufacturers only) at affordable prices.

2. Conditions to access the Yellow Fever Vaccine Stockpile?

The following conditions need to be fulfilled to apply for vaccine:

- at least one of the YF cases has been laboratory confirmed¹;
- careful assessment of the epidemic risk has been done in order to differentiate the start of an epidemic from sporadic cases due to sylvatic transmission;
- provide a "Vaccination Plan" for the immunization campaign together with the request;
- the request has been reviewed and approved by the national epidemic coordination body in order to ensure a well coordinated epidemic response in case many partners are involved;
- If implemented through an agency, it should show extensive experience in conducting a mass vaccination campaign.

For further information/assistance regarding those conditions, please contact the Yellow Fever focal point at WHO, e-mail: ICGsecretariat@who.int or outbreak@who.int

¹ The WHO case definition for Yellow Fever outbreak is to have at least one laboratory confirmed case. For reference, see Yellow fever surveillance and outbreak response: revision of case definitions, October 2010. Weekly Epidemiological Record, 2010 , 85:465-472, <http://www.who.int/wer/2010/wer8547/en/index.html>

3. How to apply for vaccine in the ICG Stockpile?

To apply for vaccine in the stockpile, the country needs to send a written request to the ICG Secretariat. The request should be submitted through the *Yellow Fever Request Document* (see Annex 1).

This document consists of two forms:

- 1) *Yellow Fever Epidemiological Assessment Form* to specify the magnitude and urgency of the epidemic (see Annex 2);
- 2) *Yellow Fever Vaccine Order Form* to request the vaccine (see Annex 3).

The requesting country should be aware that the YF-ICG's decision regarding the release of vaccine from the ICG stockpile is based on the information provided. Therefore, it is important to complete the documents correctly and thoroughly. If the documents are not completed adequately, the YF-ICG Secretariat will ask for clarification, which may delay the whole process. In this regard, when a request will be submitted by a WHO country office, the support of the WHO regional office (i.e. AFRO Inter Country Support Team) can be very useful in ensuring an adapted vaccination strategy and properly filled ICG request.

The documents should be sent to the YF-ICG Secretariat by email at: outbreak@who.int ICGsecretariat@who.int or outbreak@who.int (see figure 1-step 1).

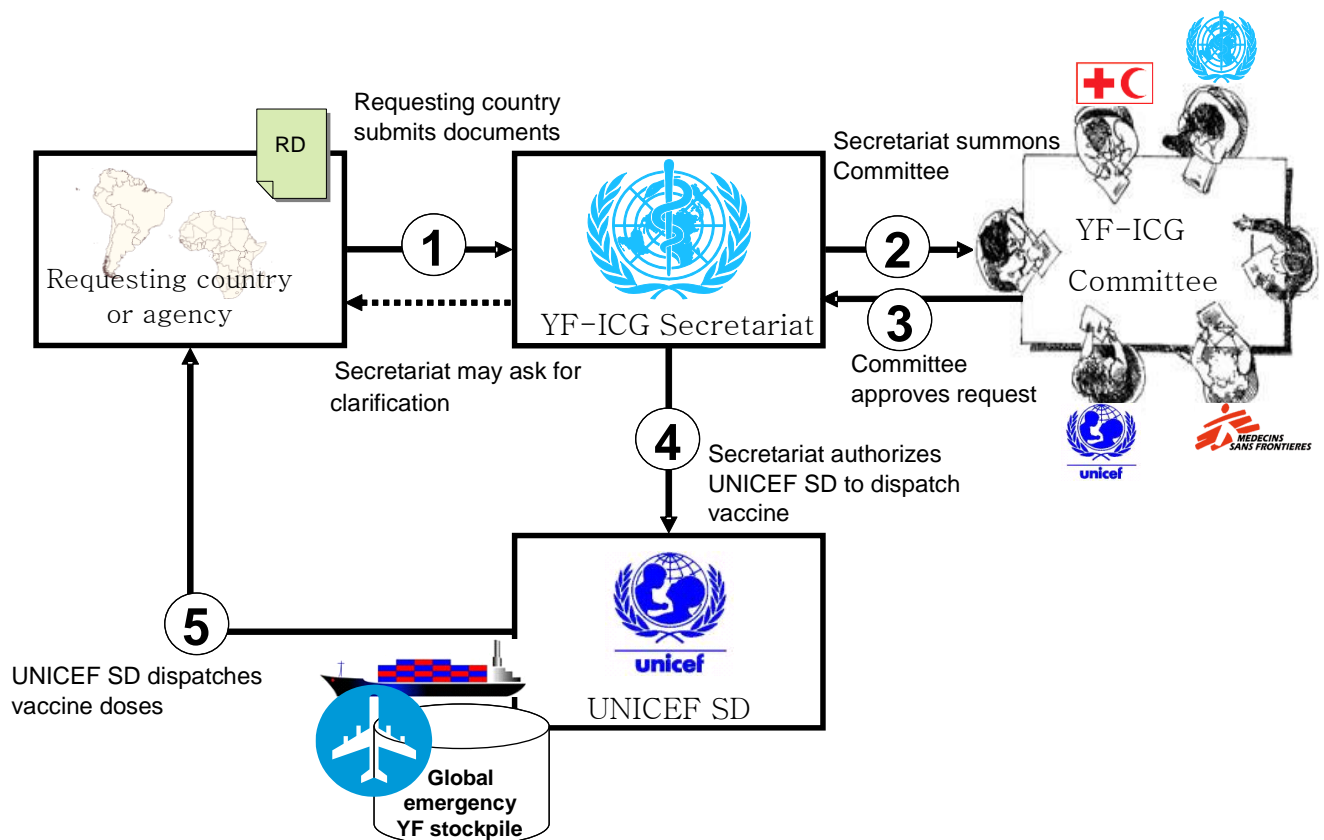
In case the internet connection is not working, contact the HSE/PED/Yellow Fever Focal Point in WHO Geneva - Switchboard telephone number : +41 22 791 2111

After the documents are received, the following process will be initiated (see figure 1):

- The YF-ICG Secretariat will summon the YF-ICG Committee (2). The documents will be reviewed and a decision will be taken, usually within two working days.
- When the YF-ICG Committee accepts the request (3), the YF-ICG Secretariat will authorize the UNICEF Supply Division (UNICEF SD) to send vaccine from the Global Emergency Stockpile (4).

Usually, vaccine, syringes and safety boxes will be sent by air and arrive within a week (5). However, countries may choose to have syringes and safety boxes sent by sea, if injection material can be borrowed from the existing stock in country. The cost of sea freight is less expensive compared to air, but it may take up to 2 months before arrival in the country. UNICEF SD will keep the country informed about volume and date of arrival.

Figure 1- Requesting process and roles of involved partners



4. What are the criteria for the release of the vaccine?

The YF-ICG prioritizes requests for vaccine on the basis of (i) emergency, and (ii) the risk of spread of the disease. Therefore, the decision is based on the following criteria related to information provided in the documents (the roman numerals refer to the paragraph numbers in the request):

Emergency situation criteria:

- Number of people at risk at a certain time and place (Annex 2, sections I, IV)
- Evidence of an epidemic situation (Annex 2, sections I, II)

Risk of spread criteria:

- Risk of spread to other areas/districts or bordering countries (Annex 2, sections I, IV, V)
- Vector density (Annex 2, section III)
- Number of non-immune people (Annex 2, sections IV, V)

The number of vaccine doses finally delivered depends on the following criteria:

- Amount of doses available at global level
- Current epidemics in other countries
- Country's preparedness and readiness to conduct a mass vaccination campaign

5. How much does it cost?

- All countries should reimburse the costs of:
 1. yellow fever vaccines
 2. injection materials, and
 3. freight and insurance.

- GAVI-eligible countries² may receive support for operational costs provided they submit a Vaccination Plan with a detailed budget for operational costs along with the request.

The ICG Secretariat (WHO) will send a letter or email to the country requesting reimbursement of the emergency delivery. In this correspondence the country will be informed of the total amount that needs to be paid, the timeline for the payment (normally 60 days after reception of the vaccine), and of the reimbursement procedures. Only under exceptional circumstances (vaccine shortages), replenishment with vaccine instead of cash, may be accepted, and will be decided upon on case-by-case basis.

6. How to get vaccine when the ICG Stockpile is depleted?

On rare occasions, the full number of vaccine doses approved may not be delivered due to a global shortage or competing priorities. The ICG Secretariat will inform countries when this applies.

In the unlikely event that the ICG cannot release the vaccine as requested by the country or because the criteria are not met, vaccine can still be purchased directly through UNICEF Supply Division or the country's regular procurement mechanisms. Prices will then be dependent on market prices.

² Countries which have a GNI per capita less than \$ 1,000, for more reference see: http://www.gavialliance.org/Support_to_Country/Who_can_Apply/index.php

**YELLOW FEVER VACCINE REQUEST FOR EMERGENCY CAMPAIGNS
ANNEX 1: ESSENTIAL APPLICATION INFORMATION**

The International Coordinating Group (ICG) on Vaccine Provision for Yellow Fever Control is a partnership between UNICEF, MSF, IFRC and WHO. The ICG's objective is to ensure rapid and equal access to vaccines bundled with injection materials for yellow fever outbreak response. The release of these emergency supplies constitutes an advance to the countries in outbreak situation; as such their reimbursement is required to maintain ICG stockpiles at constant levels.

Country:..... **Date of Request:**

Affected areas (towns/districts):

Requesting agency /country:

Address:

.....

Focal person contact information:

Name / First name.....

Tel. Mobile phone

Fax Email.....

To activate the ICG process for Yellow Fever vaccine distribution and support to outbreak response vaccination campaigns, please fill out and provide the following essential documents (incomplete requests will not be considered):

1. Mandatory forms

- The essential information in the following forms:
- 1.1. Yellow Fever **Epidemiological Assessment Form** (annex 2: pages 8 to 11)
 - 1.2. Yellow Fever **Vaccine Order Form** (annex 3: pages 12 to 14)

2. Essential supporting documents

- The following information allows the ICG to evaluate the urgent character of the request:
- 2.1 Vaccination plan and detailed budget for the mass campaign
 - 2.2 Outbreak investigation report
 - 2.3 A spot map of the affected areas
 - 2.4 Copy of the original Regional Reference Laboratory results

Documents should be sent to (preferably by email):
 Email: outbreak@who.int and ICGsecretariat@who.int
 Fax N°: 00 41 22 791 41 98
 HSE/PED Yellow Fever focal point
 World Health Organization
 20 avenue Appia, 1211 Geneva 27 - Switzerland

(For detection, case definitions, investigation and procedure, follow guidance given in "Yellow fever surveillance and outbreak response: revision of case definitions, October 2010" Weekly Epidemiological Record, 2010, 85:465-472, <http://www.who.int/wer/2010/wer8547/en/index.html>

**YELLOW FEVER VACCINE REQUEST FOR EMERGENCY CAMPAIGNS
ANNEX 2: YELLOW FEVER EPIDEMIOLOGICAL ASSESSMENT FORM**

Country:.....

Date:.....

I. Epidemiological description

Please provide a line listing of the first Yellow fever cases sorted by date of onset of symptoms. You may add lines if necessary.

Description of the first Yellow Fever cases						Location of the cases		
Age	Sex M / F	Date of onset (dd/mm/yy)	Alive Yes/ No	YF Vaccination Yes (Date)* /No/ Unknown	Laboratory Confirmation Status **	Province and District	Sub-District	Place of infection

* If date of last YF vaccination available, please provide the date. In case only oral vaccination history can be confirmed, please mark yes/no and leave the date out.

** Laboratory confirmation status: 0 = yellow fever not confirmed; 1= yellow fever confirmed; 2 = Result pending

Total number of cases (suspected, probable and confirmed), including deaths:

Total number of laboratory confirmed cases:

Total number of deaths:

Period of the rainy season period in the location investigated:

Date of onset of the last reported YF case related to this outbreak:

II. Laboratory confirmation summary

Please summarize the laboratory findings from national and reference laboratories by providing the number of positive, negative and pending results. Please provide the titer, in parenthesis, when available.

Laboratory name	Number of specimens tested	Results			
		IgM YF (titer)	IgM Differential diagnosis	PRNT YF (titer)	PCR YF

* IgM positive for yellow fever and negative to other flaviviruses (at a minimum dengue and West Nile virus)
 PRNT = plaque reduction neutralization test.

III. Entomological investigation

Has an entomological investigation been performed? Yes No

If yes, please complete the table:

Location Investigated	Type of vector found	If <i>Aedes aegypti</i> indicate Stegomyia Indices				
		Breteau index	House index	Container index	Adult collection Yes/No	Vector RT-PCR

Breteau index = (Number of positive containers / Number of houses inspected) X 100

House index = (Number of infested houses / Number of houses inspected) X 100

Container index = (Number of positive containers / Number of containers inspected) X 100

RT - PCR = Real time polymerase chain reaction

IV. Affected population and Yellow Fever vaccination coverage (%)

Please indicate the vaccine coverage of the affected population for the last 10 years, including the year of coverage data.

Year	Name of location	Type of location *	Population	Vaccination coverage %		
			Number	Routine EPI **	Preventive campaign	Emergency campaign

* Example: Sub district (SD), District (D), Province (P), Region (R)
 ** EPI = Expanded Programme on Immunization

V. Previous Yellow Fever outbreaks

Please give brief information about history of Yellow Fever in the country and/or affected region/s during the past 10 years:

Affected location	Date of outbreak	Number of cases	Number of deaths	Vaccination Yes / No	Number of Yellow Fever vaccine doses used

VI. Organization of the response

Has a national epidemic coordination committee been established to plan and monitor outbreak response activities? Yes No

Please describe **briefly** the composition of the committee and actions already taken:

.....
.....
.....
.....
.....
.....

Comments:

**YELLOW FEVER VACCINE REQUEST FOR EMERGENCY CAMPAIGNS
ANNEX 3: YELLOW FEVER VACCINE ORDER FORM**

Country:.....

Date:.....

I. Yellow Fever Vaccine

Please provide the following information regarding the planned vaccination campaign:

Planned date for the start of the campaign (dd/mm/yyyy):.....

Estimated duration of the campaign:.....

Geographical area(s) for vaccination	Target age groups	Number of target population	Number of vaccine doses ³

- **Total number of target population:**
- **Total number of requested doses:**

Do you have a stock of yellow fever vaccine you can use while the vaccines arrive?

Yes No

If yes, please provide number of doses and expiry date:

Number of doses in stock: Expiry date:

Nota Bene:

The vaccine doses come as "bundled vaccine" i.e. auto-disable syringes, reconstitution syringes and safety boxes. However materials and vaccines may arrive at different times (according to section III).

³ Note that the total number of YF vaccine doses needed is calculated by the following formula: Total vaccine doses required = targeted population x wastage factor (1.11)

II. Vaccination Cards

The distribution of vaccination cards is required during all yellow fever vaccination campaigns. Can vaccination cards be made available locally for the planned emergency campaign?

Yes No

If no, please note that vaccination cards will be shipped by the ICG.

III. Injection Materials

The appropriate quantity of vaccination materials will be systematically sent by the ICG whenever vaccine is released, according to WHO recommendations on injection devices security and supply (bundle policy) (http://www.who.int/injection_safety/WHOGuidPrinciplesInjEquipFinal.pdf). However, considering the high costs linked to the freight of these voluminous items, transport by boat may be chosen if the necessary vaccination materials can be locally borrowed and made available to perform the vaccinations. Therefore, in order to facilitate the choice of adequate transportation mode, please indicate the local availability of injection materials:

Number of auto-disable syringes available: Expiry date:.....
 Number of reconstitution syringes available: Expiry date:.....
 Number of safety boxes available: Expiry date:.....

The vaccination campaign may start with injection material from your stock and be replenished with syringes sent from the ICG's Yellow Fever emergency stockpile. In this case, when do you need the injection materials to arrive in the country?

IV. Vaccine and material reception

Please provide the below information for the reception of the vaccine and materials in the country:

<u>Consignee in the country</u>	
Consignee organization	
Contact name	
Phone	
Fax	
Email	
Address	
P.O. Box	
Town	
Country	

V. Operational Costs

A financial support to emergency vaccination campaign operational costs can be requested to the ICG. This contribution will be allocated according to available resources.

Do you wish to apply for financial support⁴ for operational costs? Yes No

If so, it is essential that a **detailed budget** of the campaign be submitted with the YF vaccine request form.

VI. Vaccine Reimbursement

In order to ensure the sustainability of its stock, the ICG requires the reimbursement of the requested vaccines and materials. The requesting country or agency is expected to reimburse the costs of vaccines and injection materials delivered from the ICG stock (including safety boxes, auto disable and reconstitution syringes), as well as packing costs, insurance and shipment. This applies both to GAVI eligible and non eligible countries.

Following delivery of the medical supplies, the ICG secretariat (WHO) will send an official communication requesting for reimbursement of their costs. The country or organization should transfer the funds as instructed and in accordance with WHO administrative procedures and regulations, within 60 days of reception of the medical supplies.

Has funding been secured for replenishing the global emergency YF vaccine stockpile?

Yes No

Please provide below the following information:

Information concerning reimbursement

Source of funding/payment
Contact person
Email
Phone number

⁴ Only applicable to GAVI-eligible countries.
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VII. Campaign Activity Report

At the end of the vaccination campaign, you will be responsible for providing a vaccination campaign activity report, in order for the ICG to assess the vaccination results (use of the vaccine doses sent). Furthermore, for emergency mass campaigns of a target population of over 100,000 people, **vaccination coverage survey** data should be provided in this activity report. This report will also serve as a justification document for donors, which provide funds for the constitution of the vaccines and injection materials emergency stockpiles, as well as financial support to operational costs.