



UNAIDS PCB BUREAU MEETING

DATE: Friday, 23 May 2025

TIME: 14:00–13:30 (CET)

VENUE: Hybrid (in person at UNAIDS building and virtually on Zoom)

PARTICIPANTS

Brazil: Representing the PCB Chair: H.E. Mrs Cecília Kiku Ishitani, Ambassador, Deputy Permanent Representative, Permanent Mission of Brazil in Geneva; Ms Mariângela Batista Galvão Simão, Secretary of Health Surveillance and Environment, Ministry of Health; Mr Draurio Barreira, Director of the Department of HIV/AIDS, Tuberculosis, Viral Hepatitis and STIs (DATHI), Ministry of Health of Brazil; Ms Débora Antônia Lobato Cândido, Second Secretary, Permanent Mission of Brazil in Geneva; Ms. Sarah Maria Soares Fernandes Bayma, International Advisor of the HIV/Aids, Tuberculosis, Viral Hepatitis and STIs Department; Ms. Talita Antônio, International Advisor of the HIV/Aids, Tuberculosis, Viral Hepatitis and STIs Department (DATHI), Ministry of Health.

Netherlands: Representing the PCB Vice-Chair: Ms Zina Olshanka, First Secretary, Permanent Mission of the Kingdom of the Netherlands in Geneva.

Kenya: Representing the PCB Rapporteur: Dr Douglas Bosire, Country support, National Syndemic Diseases Control Council, Ministry of Health.

Representing the PCB NGO Delegation: Mr Xavier Biggs, Monitoring & Evaluation Manager, Jamaica AIDS Support for Life;

ILO: Representing the Committee of Cosponsoring Organizations: Mr Kofi Amekudzi, Senior Technical Specialist, ILO Programme on HIV/AIDS, International Labour Organization (ILO).

UNAIDS Secretariat: Mr Mahesh Mahalingam, Chief of Staff; Mr Morten Ussing, Director Governance; Ms Samia Lounnas, Senior Governance Advisor; Ms Adriana Hewson, Governance Officer; Ms Saliha Ozdemir, Governance Assistant; Ms Maya Salama, Governance Officer; Ms Ajwah Nazir Malak, Governance Intern; Mr Unyime Enobong Eno, Governance Intern; Ms Rae Kerton, Governance Intern.

MEETING AGENDA

1. **Independent External Oversight Advisory Committee (IEOAC) Membership Terms and Search Firm:** *The PCB Bureau will receive an update on plans for the composition of*

the IEOAC for 2026-2027.

2. **Update on UNAIDS Financial Situation:** *The PCB Bureau will receive an update on the current indicative forecast for UNAIDS financial situation in 2025.*
3. **57th PCB meeting in Brazil:** *The PCB Bureau will receive an update on Brazil's proposal to host the 57th PCB meeting from 16-18 December 2025 in Brasília.*
4. **Any other business**

Summary of the Meeting

The PCB Chair welcomed the Bureau members to the third PCB Bureau meeting to prepare for the 56th PCB meeting, scheduled for 24–26 June 2025. The Chair recalled that the Bureau members had received the draft agenda and background documents in advance of the meeting.

1. Independent External Oversight Advisory Committee (IEOAC) Membership Terms and Search Firm

The UNAIDS Secretariat provided the update as follows:

- At the 53rd PCB in December, the PCB approved the renewal of terms of four members of the IEOAC with two-year terms and requested the Executive Director, in consultation with the PCB Bureau, to initiate the process for selecting the new membership of the Independent External Oversight Advisory Committee for 2025–2026 and 2026–2027.
- The terms of four current IEOAC members will conclude in December 2025.
- To ensure continuity and institutional effectiveness, and in accordance with the Board's decision, the Bureau began the selection process for new members in 2024, including identifying a search firm to support the recruitment process.
- At the Bureau meeting in February 2025, members were informed of a revised recruitment timeline due to financial constraints.
- In light of the current funding situation, the Executive Director, in consultation with independent legal counsel, has proposed to defer the recruitment of new IEOAC members for the 2026-2027 term by exceptionally renewing the terms of the current members and revising the TOR to reflect three-year renewable terms, aligning with best practices across UN oversight boards.
- Recalling provision 21 of the IEOAC's Terms of Reference (TOR): *Members of the IEOAC are appointed to serve a term of two years. Terms are renewable for a second and final term of two years, which need not be consecutive. However, in the inaugural IEOAC, half of the Committee members will be asked to serve a single three-year term so as to allow for a staggered replacement of members at the time of renewal, thereby ensuring that all members do not complete their terms at the same time. Thereafter, all renewable terms will be for two years only.*

- The proposed revision to the TOR would be presented to the PCB for consideration in the IEOAC's annual report at the 56th PCB meeting as required by the [TOR of the IEOAC](#).
- In accordance with the required process defined in the TOR, the Bureau would need to submit a report on the exceptional renewal of terms for the four IEOAC members whose terms expire in December 2025, for final consideration and approval by the Board at the 56th PCB meeting in June.
- Discussions with current IEOAC members on extending their terms are ongoing. Two members have confirmed their willingness to serve a third term, while two others have expressed interest pending employer approval. Should employer permissions not be granted, the Committee would still remain within the required composition of 5–7 members, as stipulated in its TOR of the IEOAC.
- This approach would generate estimated cost savings of approximately US\$ 60,000 in 2025. The proposed changes would also strengthen institutional continuity and oversight effectiveness at a critical juncture for the Joint Programme.

Bureau members thanked the Secretariat for the update and expressed support for the proposal to delay the cost of a new search until 2027 in the context of the difficult financial situation. Bureau members highlighted the importance of preserving institutional memory during a time of multiple concurrent and concluding processes.

Further to the Bureau meeting and in accordance with due process, the Chair requested the Secretariat to issue a revised agenda for the 56th PCB meeting with a session for the PCB to discuss this additional agenda item, and to prepare the Bureau paper for this agenda item and circulate it for clearance.

2. **Update on UNAIDS financial situation:** *The PCB Bureau will receive an update on the current indicative forecast for UNAIDS financial situation in 2025.*

The UNAIDS Secretariat provided the update as follows:

- As of the end of April 2025, total core contributions received by the Joint Programme for 2025 amount to US\$ 41.5 million.
- The projected core income for the full year 2025 would be US\$ 68 million.
- The projected core contributions up to the US\$ 68 million level, including from key donors such as Germany, the United Kingdom and Belgium, are expected to be pledged later in the year.
- Core expenditures for the year 2025 to date are 50 million. The projected core expenditure for 2025 is US\$ 150 million, covering both the Secretariat and Cosponsors. Staff costs constitute approximately 77% of total projected core expenditure.
- The fund balance at the end of 2024 was US\$ 109 million (US\$ 107 million when excluding encumbrances).
- This balance will be used in 2025 to support operational needs, fund restructuring costs, and offset reduced donor income.
- Assuming the projected core income and expenditure are realized, the expected fund balance by end-2025 would be US\$ 27 million.

- The projected fund balance is calculated after accounting for all 2024 revenues and expenditures.
- This projection excludes any contributions from the United States Government for 2025 but includes the contribution for 2024 (US\$ 50 million), of which US\$ 47.5 million are still to be paid. If received, it would be a settlement of receivables (cash against an already recorded contribution as per IPSAS), not new revenue or an increase in the fund balance for 2025.
- UNAIDS aims to maintain a minimum fund balance of 22% of the biennial operational budget.
- In response to reduced income, UNAIDS has:
 - Cut Secretariat activity budgets by 50%, and
 - Reduced Cosponsor funding to US\$ 20 million (from a planned US\$ 30 million).

Bureau members noted the critical financial situation and expressed appreciation to the Secretariat for its transparency. The Bureau urged the Joint Programme to continue its efforts to increase the core contributions to the UBRAF including through resource mobilization and advocacy.

3. **57th PCB meeting in Brazil:** *The PCB Bureau will receive an update on Brazil's proposal to host the 57th PCB meeting from 16-18 December 2025 in Brasília.*

The UNAIDS Secretariat provided the update as follows:

- At the Bureau meeting in February, Brazil, the 2025 PCB Chair, informed the Bureau that it was exploring the possibility of hosting the 57th PCB meeting scheduled for 16-18 December 2025 in Brasília.
- PCB meetings have been held outside of Geneva on a number of occasions, most recently in Nairobi, Kenya, in December 2024.
- Based on the process for the Kenya meeting, the PCB Bureau would need to submit a paper regarding this proposal for consideration and decision making by the PCB at the 56th PCB meeting.
- In accordance with decision point 8.2 from its 21st meeting, the PCB agreed that “future PCB meetings may be held from time to time outside of Geneva drawing on the following criteria”:
 - Regional rotation: A PCB meeting/field visit to the Latin American region is in line with the historical regional balance of meetings.
 - Overall cost and cost-sharing: Brazil, in its role as PCB Chair, plans to support the additional costs as per PCB decision on holding PCB meetings outside of Geneva.
 - Local expertise: Brazil has been a leader in the AIDS response with its particular emphasis on eliminating mother-to-child HIV transmission, advancing the 95-95-95 targets, and expanding access to HIV prevention, including injectable PrEP. A PCB meeting in Brazil will benefit from the expertise and local leadership in these areas, providing significant added value to the discussions at the PCB meeting.
 - Local facilities: Brazil has local facilities available. In particular, Brasília has high-quality infrastructure, international connectivity, and security, as well as hosting key governmental and institutional bodies involved in the HIV response.
 - No travel restrictions: Brazil has no travel restrictions for people living with HIV.
 - Relevance to the theme: There is thematic relevance given that the topic of the thematic segment at the December 2025 PCB is “Beyond 2025: Long acting antiretrovirals: potential to close HIV prevention and treatment gaps”;

- Added value: In addition to the usual PCB meeting, this could also serve as an opportunity to invite PCB members to attend a field visit of programmes in Brazil ahead of the PCB.
- The meeting would be held fully in-person, with some provisions for online participation, in accordance with the modalities and procedures adopted by the PCB for the 56th and 57th PCB meetings in 2025.
- A detailed budgetary breakdown has been drafted based on two scenarios – a meeting in Geneva or a meeting in Brasilia. A PCB meeting in Geneva typically costs around US \$295,000. However, in the context of the serious funding shortfall for the Joint Programme, the cost-cutting measures being implemented for the 56th PCB meeting on interpretation and support for the participation of delegates would also apply to the 57th PCB meeting. The measures taken, when implemented in full, would correspond to roughly US\$ 100,000 in savings.
- For the meeting in Brazil, the cost for the Joint Programme would be around US \$130,000, with Brazil covering the additional costs, so there would be significant cost savings.
- Additional budgetary information would be added to the paper circulated to the Bureau to support the PCB's consideration of this request.

Bureau members expressed their support for the proposal to host the 57th PCB in Brazil, acknowledging Brazil's leadership and commitment, and recognizing the strategic and symbolic value of convening the PCB outside of Geneva, including the important opportunity for PCB stakeholders to have a field visit of HIV programmes in Brazil.

4. Any other business (AOB)

Draft timewise agenda for the 56th PCB meeting (24–26 June 2025)

One Bureau member raised concerns that the allotted time of 1.5 hours for *Agenda Item 6: Report on the recommendations for the review of the Joint Programme operating model* at the 56th PCB meeting is insufficient given its strategic significance.

The Secretariat clarified that the timewise agenda was based on standard allocations but could be adjusted based on Bureau guidance. The Secretariat also noted that the pre-meetings are an opportunity for presenting, discussing, and clarifying agenda items before the PCB meeting. The pre-meeting for Agenda item 6 is scheduled for Monday, 16 June.

The Chair requested the Secretariat to issue a revised timewise agenda for the 56th PCB meeting with more time allocated for this agenda item to ensure a substantive and inclusive discussion.

Update on interpretation at the 56th PCB meeting (24–26 June 2025)

The Secretariat provided the following updates:

- Following the last [Bureau meeting on 23 April](#), where the Bureau was informed of cost-saving measures being implemented for the 56th PCB meeting, Member States were invited to request interpretation services at the PCB in Arabic, Chinese, Russian, or Spanish on the condition that they cover the associated costs. The deadline for such requests was Friday, 9 May.

- China has submitted a request for interpretation and has confirmed it will cover the associated costs.

Expert Advisory Committee

The Secretariat provided the following updates:

- During the Bureau meeting in October 2024, the Director of Evaluation informed members that one Expert Advisory Committee (EAC) member had temporarily recused himself from his duties for a period of six months. This was due to his appointment to a role within his national government related to the PCB, which posed a potential conflict of interest.
- The Secretariat informed Bureau members that he had concluded his government assignment and would be resuming his role on the Expert Advisory Committee.

Resignation from the Independent External Oversight Advisory Committee (IEOAC)

The Secretariat provided the following update in writing following the Bureau meeting:

- One member of the IEAOC has chosen to step down from the Committee before the end of their term, which expires in December 2026, for personal reasons. In line with paragraph 23 of the IEOAC Terms of Reference, a member of the IEOAC may resign his/her membership by giving notice in writing to the Chair of the PCB.
- In terms of the next steps, from a legal standpoint, the Committee remains functional with six members.

Bureau members thanked the Secretariat for these updates.

The Chair thanked the Bureau members for their collaboration and closed the meeting.

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