

Reference: GOV/PCB55

The Joint United Nations Programme on HIV/AIDS (UNAIDS) presents its compliments to the Permanent Missions in Geneva, to Organizations of the United Nations system, and to Nongovernmental Organizations dealing with matters pertaining to HIV/AIDS not represented on the UNAIDS Programme Coordinating Board (PCB).

Further to the decisions adopted during the 54th Programme Coordinating Board Meeting (PCB) ([54th PCB Decisions](#)), and in alignment with the agreed intersessional decision-making on the modalities and procedures for UNAIDS PCB meetings in 2024 ([UNAIDS/PCB \(54\)/24.2](#)), we are honoured to extend the invitation to the 55th meeting of the PCB which is scheduled to take place **from 10 to 12 December 2024 in Nairobi, Kenya**.

Prior to the meeting, field visits will be organized on **Monday, 9 December 2024**. The [field visits](#) offer delegates direct exposure to the HIV epidemic and response and a valuable opportunity to deepen their understanding of the role of the Joint Programme, the various local challenges, and best practices contributing to the global AIDS response.

Further logistical information, including the meeting venues, details on the field visits, and block bookings for hotel accommodations, will be shared in the coming weeks.

The 55th PCB meeting will be held entirely in person over a (03) three-day period, with plenary sessions scheduled from 09:00 to 18:00 (EAT/UTC+03:00) each day. For those unable to attend in person, limited online access via Zoom will be available to members, participants, and observers. This setup aligns with the established modalities and procedures for UNAIDS PCB meetings in 2024 ([UNAIDS/PCB \(54\)/24.2, §19](#)).

In accordance with the rules set out in the Modus Operandi, in-person attendance is unrestricted, while online participation is limited to (6) six participants per delegation. In line with [decision point 3.2 of the 40th PCB](#) (2017), and in support of advancing Sustainable Development Goal (SDG) 5 (Achieve gender equality and empower all women and girls), delegations are encouraged to prioritize gender balance.

Enclosed are the [annotated agenda](#) and the [timewise agenda](#) for your reference. A comprehensive note outlining the logistical arrangements will be provided shortly. For any further information, please contact pcbgovernance@unaids.org. Please note that simultaneous interpretation will be provided during plenary sessions in Arabic, Chinese, English, French, Russian, and Spanish. Documents will also be made available in both English and French on the [UNAIDS PCB website](#) closer to the meeting dates.

UNAIDS
JOINT UNITED
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In accordance with the modalities and procedures for UNAIDS PCB meetings in 2024 ([UNAIDS/PCB \(54\)/24.2, §7](#)), the PCB Chair will organize informal pre-meeting sessions virtually, prior to the in-person Board meeting. Delegates attending the 55th PCB meeting are strongly encouraged to participate in these sessions. Interpretation in both English and French will be available. The full schedule for the 55th PCB meeting, including the pre-meeting sessions, can be accessed [here](#).

UNAIDS wishes to draw the attention of the Missions and Organizations to the Modus Operandi of the UNAIDS PCB, which includes a provision that observer status may be granted by the Executive Director of UNAIDS, in consultation with the PCB Chairperson and upon receipt of a written application expressing a manifest interest, to any Member State or any of the UNAIDS Cosponsoring Organizations, and any intergovernmental or nongovernmental organization. Requests for observer status should be submitted via <http://pcbregistration.unaids.org>.

Kindly reserve the necessary dates for travel to Nairobi, Kenya, to attend the 55th PCB meeting and the accompanying field visits. Please note that registration is required for participation in the PCB meeting, pre-meeting sessions, and for access to the secure online platform.

Registration will commence upon confirmation of the meeting venue in Nairobi, or **by 15 October 2024 at the latest**, via the following Indico link: <http://pcbregistration.unaids.org>. A formal notification will be issued once registration opens. We kindly invite you to submit a note verbale for Member States and a simple note for other participants, detailing the full list of your delegation for the 55th PCB meeting in Nairobi, Kenya, to pcbgovernance@unaids.org.

In the note verbale, delegations are kindly asked to indicate (in accordance with their Indico registration):

- Name(s) and title(s) of **in-person participant(s)**;
- Name(s) and title(s) of a **maximum of (6) six online participant(s)**; and
- Name(s) and title(s) of participant(s) attending the field visits in person.

Furthermore, we would like to reiterate our commitment to fostering an inclusive, respectful, and safe environment for all participants. As such, we kindly draw your attention to the [Code of Conduct applicable to UNAIDS events and gatherings](#).

We look forward to your participation at the 55th PCB meeting, field visits and related meetings in Nairobi, Kenya.

UNAIDS avails itself of this opportunity to renew to the Permanent Missions in Geneva, to Organizations of the United Nations system and to the Nongovernmental Organizations, the assurance of its highest consideration.

Geneva, 20 September 2024