

# UNAIDS IEOAC MEETING

Date: 25 April 2022

Time: 13:00-16:00

Venue: Virtual session

## PARTICIPANTS:

**Committee Members:** Mr Saad Bounjoua, Ms Agnieszka Golebiowska, Mr David Kanja, Ms Bushra Malik (Chair), Ms H  l  ne Rossert, & Mr Benoit de Schoutheete

**Secretariat Support:** Mr Morten Ussing, Director of Governance; Ms Samia Lounnas, Senior Governance Advisor; Ms Maggie Lemons, Governance Officer

**Apologies for absence:** Mr Ibrahim Pam

## MEETING AGENDA

1. **Feedback from orientation:** *The IEOAC provided feedback on the orientation sessions.*
2. **IEAOC Workplan:** *The IEOAC discussed their draft workplan.*
3. **Rules of Procedure:** *The IEOAC discussed rules of procedure and ways of working.*
4. **Discussion of next meeting and draft outline of IEOAC report:** *The IEOAC discussed the next meeting to be held in May and the draft outline of their report to the June PCB meeting.*
5. **AOB**

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## SUMMARY:

1. **Feedback from orientation:** *The IEOAC provided feedback on the orientation sessions*

The members of the UNAIDS Independent External Oversight Advisory Committee (IEOAC) expressed their thanks to the Programme Coordinating Board (PCB) Bureau, the Chair of the Committee of Cosponsoring Organizations, and UNAIDS Cabinet, Secretariat directors and internal auditors for comprehensive and frank presentations at the three-day orientation. The Secretariat confirmed that dates will be proposed at a later stage for IEOAC members to engage with the UNAIDS Executive Director and External Auditor. IEAOC members reiterated an appreciation of the complexity and uniqueness of UNAIDS and indicated that they would approach their work with due consideration for proportionality. The members also reflected on the role of the IEAOC's work in supporting the goal of ending the AIDS epidemic by 2030.

**2. IEAOC Workplan:** *The IEOAC discussed their draft workplan.*

Having circulated the draft workplan beforehand, the Chair facilitated a discussion among members on the details of the workplan in relation to the IEOAC's terms of reference (TORs).

The members discussed the need to select priority areas to focus on in this inaugural year, particularly in view of the short time frame to deliver their report to the UNAIDS Programme Coordinating Board (PCB) at its upcoming 50<sup>th</sup> meeting (21-24 June 2022). In accordance with [PCB decision 13.4 from the 47<sup>th</sup> PCB meeting](#), strengthening of risk management would be a key consideration in this prioritization for the first workplan. The members also discussed the distribution of focus areas across the committee's initial term and the desirability of designating individual members to take the lead on facilitating IEAOC discussions on the selected focus areas. The members deliberated on the extent to which the IEAOC's first annual report, which is set to be delivered to the 50th session of the PCB in June 2022, will provide substantive advice given that the committee is newly constituted.

The IEAOC confirmed that the workplan is a rolling document that will evolve as informed by the committee's TORs. The members agreed to select priority areas to focus on in meetings in the lead up to the IEAOC's first annual report at the 50<sup>th</sup> PCB meeting in June 2022. Decisions on which members will lead discussions over specific focus areas will be made on a voluntary basis at a later stage. As this is the IEAOC's inaugural year, the Chair confirmed that the committee would meet at least four times. So far, two meetings, including this one, have taken place and another two were scheduled for May and September 2022. Additional meetings could be scheduled should the committee so wish. In future years, the committee anticipates that it would meet twice a year as per in the TORs, subject to further discussion.

The Chair agreed to revise and recirculate the workplan based on the discussion.

**3. Rules of Procedure:** *The IEOAC will discuss and decide upon rules of procedure and ways of working.*

The Chair led a discussion among IEOAC members on the rules of procedure and ways of working. Topics discussed included rotating the position of IEAOC chair, in-person meetings and self-assessments. Members agreed to review the rules of procedure of similar committees and to circulate suggestions for the UNAIDS IEOAC's own procedures and ways of working. In terms of in-person meetings, some members expressed interest in first-hand encounters with the fieldwork of UNAIDS to deepen their understanding of the organization. The Secretariat indicated that it would explore this possibility and advise. The Chair agreed to develop a draft of the rules of procedure and ways of working based on the discussion and to circulate it for further comment.

**4. Discussion of next meeting and draft outline of IEAOC report:** *The IEOAC will discuss the next meeting to be held in May and the draft outline of their report to the June PCB meeting.*

The members discussed the outline and contents of the IEAOC's first report to the PCB in June 2022. At this stage, the committee expects that the report will cover the IEOAC's establishment, orientation, workplan, rules of procedure, and key messages from the areas and reports that the committee will review in its upcoming meeting in May. The Chair indicated that the committee's report writer will begin preparing a draft of the report to this effect. The Chair also indicated that the draft agenda for the IEAOC's May meeting will be circulated for comment and will include proposals of the focus areas.

The Chair will represent the Committee members at the 50<sup>th</sup> PCB meeting in June 2022 and will therefore attend in person in Geneva, Switzerland. The other members of the IEOAC will join the meeting virtually.

## **5. AOB**

The IEAOC discussed administrative arrangements in relation to its first in-person meeting in September and with regard to staggering committee member term lengths to ensure knowledge continuity. The members agreed to indicate to the Secretariat their preferences term lengths bearing in mind the need to strike a balance for continuity.

The Chair summarized the main outcomes of the agenda items and closed the meeting.

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