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24th Meeting of the UNAIDS Programme Coordinating Board
Geneva, Switzerland
22-24 June 2009

**Cooperation with the Global Fund to fight AIDS, Tuberculosis and
Malaria and the PCB: Support mechanisms for African States**

**Document prepared by the Secretariat in consultation with the Group of
African Permanent Mission Representatives in Geneva**

Additional documents for this item: *None*

Action required at this meeting - The Programme Coordinating Board is invited to:

Requests the UNAIDS Secretariat to:

- i. *Establish* a position for an independent communications focal point at the P3 level;
- ii. *Provide* support and funding for four regional consultation meetings (2 per annum);
- iii. *Fund* the participation of 52 delegates to four regional consultative meetings (2 per annum);
- iv. *Provide* funding for an additional five delegates from the Africa region to the Programme Coordinating Board;
- v. *Implement* an efficient and effective mechanism to translate all governance documentation from English to French;

Cost implications for decisions:

- i. \$120,360
- ii. \$52,000
- iii. \$572,000
- iv. \$126,000
- v. TBD

INTRODUCTION

1. At its 23rd meeting in December 2008, the UNAIDS Programme Coordinating Board requested the UNAIDS Secretariat to *“provide, for the 24th Programme Coordinating Board meeting, options to strengthen mechanisms to facilitate consultation and networking among African States to meaningfully participate in the Programme Coordinating Board and the Board of the Global Fund to fight AIDS, Tuberculosis and Malaria with a view to its subsequent expansion to other regions;”*.
2. In preparing this paper, the UNAIDS Secretariat, in consultation with the Global Fund to fight AIDS, Tuberculosis and Malaria and the Group of African States agreed the following process to formulate options for resolving constraints and barriers to effective and meaningful participation by the African States in the work of the UNAIDS Programme Coordinating Board and on the Foundation Board of the Global Fund to fight AIDS, Tuberculosis and Malaria:
 - a. Separate briefings on the work, policies and priorities of UNAIDS and The Global Fund to fight AIDS, Tuberculosis and Malaria were provided by the respective Secretariats to the Group of African States at the offices of the Permanent Mission of the African Union in Geneva on 3 April (Global Fund) and 6 April (UNAIDS);
 - b. A series of preparatory meetings among the Group of African States principals took place between 23 March and 8 April, prior to the consultative meeting.
 - c. A consultative meeting structured to enable the Group of African States to identify constraints and challenges in the current mechanisms and to agree a set of viable and creative solutions was convened by UNAIDS Secretariat with substantive involvement of the Global Fund to fight AIDS, Tuberculosis and Malaria and the Group of African States representatives on 8 April 2009; and
 - d. A small working group comprised of the UNAIDS Secretariat and Mission representatives from Niger, Ethiopia, South Africa, Senegal, Zimbabwe and Morocco was established to prepare a draft paper for the Programme Coordinating Board including a costing exercise of the proposed options. This draft was circulated among the Group of African States principals for input and finalized for submission to the Programme Coordinating Board.
3. In considering the position of the Group of African States, it was noted that the continent of Africa remains most heavily affected by HIV, accounting for over 67% of all people living with HIV and for over 72% of AIDS deaths¹; and African States receive over 57% of all Global Fund grant disbursements². Therefore, the African Member States call for significant and sustainable long-term investment in building capacity to fully participate in the decision making of both organizations at all levels.

¹ Global Report on AIDS 2008

² <http://www.theglobalfund.org/documents/disbursementdetails.pdf>, updated on 17 April 2009

GUIDING PRINCIPLES AND VALUES ADOPTED BY THE UNAIDS SECRETARIAT AND THE GROUP OF AFRICAN STATES

4. The following guiding principles influenced the decision making processes in agreeing options to strengthen the current coordination, consultation and networking mechanisms. These values and principles can be used as a lens through which all recommendations to the Programme Coordinating Board are made with regard to this decision point:
 - a. The UNAIDS Secretariat is not competent to determine the exact nature of the problem nor the needs to be addressed – this can only come from the Group of African States Member States;
 - b. Similarly, although the Secretariat has a role in proposing solutions on the basis of the needs assessment this must be a fully participatory process with the Group of African States to ensure ownership of the resulting solution(s) by the Group;
 - c. Secretariat cannot position itself between Geneva-based missions and capitals or between Geneva-based missions and those in New York in any communications linkages – this is a sovereign issue for Member States;
 - d. Secretariat cannot interfere in the sovereign role of Member States in decision making, establishment of national positions nor in the composition of national delegations or the technical capabilities of individual delegates.
 - e. The resulting agreed solutions must be sustainable on both financial and capacity grounds.

CHALLENGES AND CONSTRAINTS IDENTIFIED

5. As a result of the consultation process a number of challenges and constraints were identified that directly impact the capacity of African States to meaningfully participate in the work of the two organizations:
 - The use of English as the language of communication in correspondence, conference room papers, and other Board-related documents was identified as a major constraint to the effective participation of Francophone African States;
 - The lack of strategic interaction and dialogue between Global Fund Foundation Board and Programme Coordinating Board members of the Group of African States was identified as a primary constraint given that policy guidance from the Programme Coordinating Board often directly influences the funding streams of the Global Fund Foundation Board;
 - The differing representational and constituency approaches used by the Global Fund Foundation Board and the Programme Coordinating Board pose unique challenges to effective participation and representation by the Group of African States as the Africa region is represented differently on each;
 - Few Geneva-based African Missions have dedicated health focal points with most staff holding significant and diverse portfolios.

MECHANISMS TO STRENGTHEN THE NETWORKING CAPACITY OF AFRICAN STATES

6. A number of support mechanisms to strengthen the networking and consultation of the African States have been developed and costed for consideration by the Programme Coordinating Board.

Establishment of an independent communications focal point

7. Establishment of an independent focal point to coordinate Group of African States consultations and to facilitate communication and networking between African Member States and their constituencies on both Boards. The level of this position will be P3 in accordance with the responsibilities detailed in the Terms of Reference (Annex 1). It is hoped that the Global Fund to fight AIDS, Tuberculosis and Malaria will agree to cost sharing for this position or to contribute by providing in-kind support from its staff already tasked with similar functions. The budget presented is the cost for 50% or half-time for one biennium.

Independent Communication Focal Point	Estimated Cost (USD)
Salary for Part time (50%) at P3 Level for biennium	120,360

8. **The Programme Coordinating Board is invited to request the UNAIDS Secretariat to establish a position for an independent communications focal point at the P3 level.**

Support for regional consultation meetings in Africa

9. Support for two regional consultation meetings hosted in the Africa region per annum in advance of the twice yearly meetings of the Programme Coordinating Board and the Global Fund Board e.g. one in approximately late April and a second in late October. The duration would be over a two day period. It is envisioned that support for this activity would be cost shared between the UNAIDS Secretariat and the Global Fund to Fight AIDS, Tuberculosis and Malaria. All opportunities for cost savings would be pro-actively sought.

Regional Consultation Meeting Costs	Estimated Cost (USD)
Translation French/English @ USD 500 per day (2 days x 3 translators)	3,000
Meeting room rental <100 participants (USD 4000 x 2 days)	8,000
Documentation and incidentals at USD 2000	2,000
Cost for one regional meeting	13,000
Cost for 4 regional meetings (2 per annum)	52,000

10. **The Programme Coordinating Board is invited to request the UNAIDS Secretariat to provide support and funding for four regional consultation meetings (2 per annum) up to a maximum of \$52,000 per biennium.**

11. The four regional meetings will be planned to accommodate three representatives from each country with the UNAIDS Secretariat covering the cost of participation for one representative per country.

Cost for travel and per diem for regional meetings	Estimated Cost (USD)
Travel (\$2,000 x 52 delegates)	104,000
Per diem (\$250 x 3 days x 52 delegates)	39,000
Total Travel and Per diem for 52 delegates	143,000
Cost for travel and per diem for 4 regional meetings	572,000

12. **The Programme Coordinating Board is invited to request the UNAIDS Secretariat to fund the participation of 52 delegates to four regional consultative meetings (2 per annum) at a maximum cost of \$572,000.**

Support for an additional delegate for each African seat to participate in the Programme Coordinating Board

13. The annex to ECOSOC resolution 1995/2 states that “*funding would be made available for the representatives of developing countries... to cover the costs of one representative each to attend Board meetings*”. Currently UNAIDS funds 13 Board members to attend Programme Coordinating Board meetings of which 5 are from African Member States. The proposal is to double this funding to support ten delegates from the African region.

Support for an additional Board member	Estimated Cost (USD)
Current cost of travel and per diem for all supported Board Member States (13)	78,749
Current Costs for travel and per diem of African Board Member States (5)	31,500
Estimated costs for 5 additional African delegates to attend 4 PCB meetings per biennium	126,000

14. **The Programme Coordinating Board is invited to request the UNAIDS Secretariat to provide funding for an additional five delegates from the Africa region at a cost of \$126,000.**

Translation of all Board-related documentation and correspondence into the French language

15. Currently the translation work (English to French) for Programme Coordinating Board documents is outsourced on an as needed basis. In addition to the Programme Coordinating Board documents, the Secretariat is requested to develop an efficient and cost effective mechanism to translate other board-related documents including email and written correspondence and other governance-related documents as necessary.

16. **The Programme Coordinating Board is invited to request the Secretariat to implement an efficient and effective mechanism to translate all governance documentation from English to French.**

[Annex 1 follows]

ANNEX 1

TERMS OF REFERENCE FOR THE COMMUNICATION FOCAL POINT

The Communications Focal Point will report to the Chief, Board and UN Relations, UNAIDS (50%).

1. Develop and implement, in conjunction with the Board and UN Relations unit, an agreed strategy to strengthen the current communication, networking and consultation processes of the African States with an aim to broaden the outreach and dissemination of information including organization of conference calls, preparation of meeting agendas, and record keeping of minutes and decision points.
2. Maintain close and regular communication with the Africa Group board members of the Programme Coordinating Board of UNAIDS. Assemble and disseminate strategic information to assist Board members in the determination of positions on relevant board decisions including through their missions in Geneva.
3. Coordinate biannual consultative regional meetings with key national stakeholders and technicians to prepare for upcoming Board meetings to enable the Africa Group to strategically determine its position on programmatic and governance issues debated at the PCB meeting. Plan and organize relevant consultations immediately prior to Board meetings.
4. Build links with key convening institutions in Africa, regional and sub-regional, such as the SADC, ECOWAS.

Note: The UNAIDS Secretariat cannot interfere in the sovereign role of Member States in decision making, establishment of national positions nor in the composition of national delegations or the technical capabilities of individual delegates; therefore, while the communications focal point will be instrumental in the dissemination and compilation of relevant information and discussions around the programmatic and governance issues the board will be tackling, he/she will not propose or attempt to influence national positions.