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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 the other Nongovernmental Organizations dealing with matters pertaining to HIV/AIDS not represented on the Programme Coordinating Board (PCB).

UNAIDS has the honour to inform the aforementioned Missions and Organizations that the next meeting of the PCB will take place from 6 to 8 December 2006, at the Mulungushi International Conference Centre, Great East Road, Olympia Park, Lusaka, Zambia. The main focus of the meeting will be progress in implementation and coordination of the national response and multilateral support at country level. A provisional agenda for the meeting as well as meeting documents in English and French will be available at a later date. A note with logistical information for participants is attached.

The opening session will begin at 09h00 on 6 December 2006. A UNAIDS welcome desk will be set up in the Taj Pamodzi Hotel from 09.00 – 17.00 on 4 and 5 December where access badges and meeting documentation and information will be available for delegates. The meeting is expected to finish at lunchtime on 8 December 2006. Simultaneous interpretation will be provided in Arabic, Chinese, English, French, Russian and Spanish.

UNAIDS wishes to draw the attention of the Missions and Organizations to the Modus Operandi of the PCB, which includes a provision allowing the Executive Director of UNAIDS, in consultation with the PCB Chairperson and upon receipt of a written application expressing a manifest interest, to grant observer status for PCB meetings to any Member State of any of the UNAIDS Cosponsoring Organizations, and any intergovernmental or nongovernmental organization. Observers shall make their own arrangements to cover expenses incurred in attending meetings of the PCB including any visa requirements. To facilitate logistical arrangements, applications for observer status, as well as completed registration forms (attached), must be received at UNAIDS, Geneva, **by 31 October at the latest.**

PCB participants will be able to reserve rooms at special negotiated rates at the Taj Pamodzi, the Holiday Inn and the Protea hotels in Lusaka. For reservations, delegates are requested to contact the hotels directly and refer to the PCB meeting in order to obtain the special rate. Please refer to the attached logistical note for further details.

UNAIDS would further like to inform you that prior to the formal opening of the PCB, field visits are being arranged for 5 December 2006 for interested PCB participants. Those interested in participating in a field visit should kindly inform the UNAIDS Secretariat using the enclosed registration form, following which we shall inform participants of other details, including transportation. We will send out the schedule of the field visits in due course.

UNAIDS wishes to take this opportunity to renew to the Permanent Missions in Geneva, to Organizations of the United Nations system and to the Nongovernmental Organizations, the assurances of its highest consideration.

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ENCL: (as mentioned)

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