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Permanent Missions to the United
Nations Office at Geneva

Reference: PER/BUR/mr

24 September 2007

Dear Colleagues,

Because of the evolving country and global environments around AIDS and in order to assess how UNAIDS can play a more effective role in the future, the UNAIDS Programme Coordinating Board (PCB) decided at its 20th meeting in June 2007

“... that an independent evaluation of UNAIDS be carried out in order to reassess priorities, determine how to build on achievement and understand how UNAIDS can play a more effective role in the future in strengthening global coordination on HIV/AIDS and requests the PCB Bureau on consultation with the PCB members to formulate the process, the mechanisms and terms of reference for this independent evaluation and submit to the 21st PCB meeting for approval.” (recommendation 5.1)

A series of consultations with key stakeholders will be held as part of the process of developing the terms of reference for this Second Independent Evaluation. Your views will be requested on what are the key questions that should be addressed by the Evaluation. Some illustrative examples of types of questions are listed below. Please bear in mind that you are not requested to answer these questions, rather to reflect on whether, in your opinion, these are the types of questions that the Second Independent Evaluation could and should be focusing on. Such questions could include:

- How much emphasis of the Evaluation should be on the UNAIDS Secretariat together with the ten Cosponsors and how much on the Secretariat alone?
- How has the Joint Programme performed since the First Independent Evaluation, which was completed in July 2001, and how can it build on its achievements?
- What have been the perceived strengths, weaknesses, opportunities and threats for the Joint Programme?
- What priorities should UNAIDS have for the next 5 to 10 years?
- What governance structures (PCB, Bureau, etc) would be needed to make UNAIDS more effective and help strengthen global coordination?
- How has the Programme been able to ensure critical involvement of civil society and the private sector?

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Two consultants have been hired to work with the PCB Bureau and the Secretariat to develop the terms of reference and outline a proposed process and mechanism for the Evaluation. They will also moderate the various consultations and carry out interviews with selected key informants. In addition, a questionnaire will be distributed and available on the UNAIDS website in order to facilitate the input of suggestions from key stakeholders on how the Evaluation should be conducted and managed. The consultants will incorporate these

inputs into a draft concept paper for the Evaluation which will be submitted to the 21st PCB meeting in December 2007.

Upon approval by the PCB, the Evaluation itself would begin in mid 2008. The Second Independent Evaluation will be conducted by an independent group of consultants, who will be supervised by an independent supervisory board. The UNAIDS Secretariat will provide logistical support where required. Preliminary findings would be presented to the PCB in June 2009 and the final Evaluation would be submitted in December 2009. UNAIDS would provide a management response and recommendations for the June 2010 PCB.

Secretariat Support to the process

The UNAIDS Secretariat will support the PCB Bureau in its work prior to the December 2007 PCB meeting.

Information on how the First Independent Evaluation was structured and conducted is available upon request. The full report of the first Evaluation is available on the UNAIDS website (http://data.unaids.org/Governance/PCB03/pcb_13_02_02_en.pdf)

We look forward to collaborating with you in this process. If you have any questions or seek further information, please contact Eddy Beck at becke@unaids.org or tel: +41 22 791 5521.

Yours sincerely,



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Representing the Chair of the PCB Bureau



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