

Extraordinary meeting of the UNAIDS Programme Coordinating Board Geneva, 2 October 2008

INFORMATION FOR PARTICIPANTS

DATE AND VENUE

The extraordinary meeting of the Programme Coordinating Board will take place in Geneva on 2 October 2008. The meeting will be held in the Palais des Nations located near Place des Nations and Avenue de la Paix. Plenary sessions will be held in meeting room XVIII located on the first floor of the E Building, which can be reached through door 40.

TIME

The meeting will open at 9 a.m. on 2 October and is anticipated to close at approximately 6 p.m.

SEATING AND SPEAKING PROTOCOLS

In accordance with the Modus Operandi of the Programme Coordinating Board, the PCB Bureau has decided the meeting will be public. However, given the extraordinary nature of the meeting and the logistics of the room, the Bureau has further decided that the following protocols will be observed:

As agreed by the PCB Bureau, seats for Board participants will be allocated as follows:

- PCB Member States (22) – 4 seats per delegation
- Cosponsors (10) – 2 seats per delegation
- PCB NGO Delegation (5) – 2 seats for each region (delegate and alternate)

The remaining seats will be allocated to observers. These will be divided between Member State, international organization and civil society observers on the basis of the number of registrations received for the meeting and will be allocated on the day on a first-come, first-served basis.

In accordance with the usual procedures of the Board and to maintain the transparent nature of the nomination process for the position of Executive Director of UNAIDS observers will be able to speak. However, the need to manage the meeting within strict time constraints is likely to mean that observers may only be afforded a limited time to intervene. Therefore, observers are advised to channel their comments through Board participants and to coordinate interventions through their respective Board constituency in advance of the meeting or to make group statements. The Bureau and Secretariat will make every effort to provide the document for the meeting as early as possible to facilitate constituency consultations but please note that the document will not be available until after the conclusion of the third and final meeting of the Search Committee on 17 and 18 September.

REGISTRATION FOR PARTICIPANTS

Delegates will only be able to gain access to the Palais de Nations with a valid UN badge (issued to staff of permanent missions and UN/international organizations) or a UN meeting badge that will be issued by

the UNOG Security and Safety Section. UNOG badges will be issued upon provision of photo identification and an accreditation request duly approved by the Secretariat, therefore participants are requested to register in advance through the UNAIDS Secretariat (the registration form is available on the UNAIDS website). Badges will be available at the Pass and Identification Unit at the following address:

Pass and Identification Unit
UNOG Security and Safety Section
Pregny Gate
8 - 14 avenue de la Paix
1211 Geneva 10

Permanent missions may collect badges from UNOG for their registered participants the day before the meeting from 14:00 p.m. to 17:00 p.m. and will not be required to provide photo identification for delegation members. However, it is suggested that all delegates carry photo identification (passport etc.) in case of problems.

Participants are requested to arrive at the Palais one hour before the start of the meeting, so that they can pass through the security controls. Please note that large pieces of luggage will NOT be allowed access to the Palais des Nations. A luggage storage area is in place at the Pregny gate, but is limited, and available on a first-come, first-served basis.

DOCUMENTS

All meeting documents will be available at the entrance of room XVIII. Documents will also be available on the UNAIDS website at the end of September:

<http://www.unaids.org/en/AboutUNAIDS/Governance/default.asp>

For distribution of publications/documents to the PCB, participants are requested to refer to the UNAIDS Secretariat staff.

ACCESS TO THE PALAIS DES NATIONS

Shuttle service:

A shuttle service will be available to take delegates from UNAIDS to the Palais des Nations on 2 October.

Public transport:

Tram and bus

The Palais des Nations is served by several tram and bus lines: Buses 8, 28, F, V and Z serve Pregny Gate (Appia stop) where the Pass and Identification Unit is located. Trams number 13 and 15, as well as buses 5, 8, 11, 14, 28, V, F, and Z serve the Place des Nations. Place des Nations, where the Nations Gate is located, is some 500 metres away from the Pregny Gate.

The number 28 bus serves Cointrin Airport from the Place des Nations.

Further information such as itineraries, timetables, fares, etc. is available on the site of the Transports Publics Genevois (<http://www.tpg.ch>).

Taxis:

A taxi stand is located on Route de Pregny, some 25 metres from the Pregny Gate, direction Place des Nations. Taxis are usually available round the clock. The following direct telephone number will ensure

arrival within minutes: +41 (0) 22 331 41 33. Please note that no taxis are allowed to access the Palais des Nations.

Private vehicles (for members of Permanent Missions only):

Delegates may drive to the Palais des Nations and park their vehicles in the car parks in the compound, provided they have been delivered a parking sticker. Parking stickers are issued upon written request from the Permanent Missions. They can be collected from the Pass and Identification Unit of the Security and Safety Section at the Pregny Gate at the same time as the delegates' security identification badges.

Please note that the access doors within the buildings are open from 7 a.m. to 8 p.m.

FACILITIES AT THE PALAIS DES NATIONS

Post office and newspapers

The post office, located near door 6, is open from 8:30 a.m. to 17 p.m. Newspapers, magazines, and other items are on sale at the news stand in the hall between doors 13 and 15, open from 8:00 am to 13:00 p.m. and from 14:00 p.m. to 17:15 p.m.

Calls within Switzerland and international calls

Calls within Switzerland and international calls can be made at any time with most common credit cards or with a Taxcard from telephone booths located in E Building as follows: near lifts 42A, 42B, 43A, 43B - one telephone booth on each of the third, fourth and sixth floors, near door 41 – second floor near sale XVII – second floor.

Catering services

The Bar du Serpent located on the first floor of E Building is open from 9:00 a.m. to 17:30 p.m. There are several restaurants and bars at the Palais (please refer to the plan at the end of this document for details)) as well as several restaurants in the vicinity of the Palais, including Chinese, French, Indian, Italian, Japanese and Thai. Meeting participants can also use the cafeteria in the UNAIDS building.

PERSONAL SECURITY

Geneva can be regarded as a safe city with a low rate of violent crime. However, pick pocketing and purse or cell-phone snatching do occur in the vicinity of train and bus stations, airports and in some public parks. Do not leave anything on car seats. Doing so attracts the attention of thieves. Never leave bags containing money, airline tickets, credit cards or passports in a parked car. Thefts frequently occur as a result of that.

Emergency numbers are:

- Police 117
- Ambulance 144
- Fire 118
- Roadside assistance 140

GENEVA TRANSPORT CARD

As of January 1st, 2007, all visitors staying at a hotel, youth hostel or camping in Geneva can benefit from the Geneva Transport Card, with no additional cost. For more information please go to:

http://www.geneve-tourisme.ch/?rubrique=0000000417&lang=_eng .

WEATHER

Due to the tempering effects of the lake and surrounding mountains, Geneva is pleasant almost year around. The weather in early October is relatively mild, with average temperatures varying from 12° to 21°C. Generally it is sunny with occasional light rains.
