

# UNAIDS Programme Coordinating Board Bureau

## PCB Bureau Guiding Principles and Terms of Reference

The fifteenth meeting of the UNAIDS Programme Coordinating Board (PCB) approved the guiding principles, terms of reference and the membership of its Bureau as follows:

### (i) Guiding Principles

Transparency, efficiency of operation and establishment at a minimum cost.

### (ii) Terms of reference

- Coordinating the Programme Coordinating Board's programme of work for the year;
- Facilitating smooth and efficient functioning of the Programme Coordinating Board sessions;
- Facilitating transparent decision-making at the Programme Coordinating Board;
- Preparing the Programme Coordinating Board agenda, and recommending the allocation of time and the order of discussion items;
- Providing guidance on Programme Coordinating Board documentation, as needed; and
- Additional functions as directed by the Programme Coordinating Board.

### (iii) Membership

The Chair, the Vice-Chair, the Rapporteur of the PCB, one Cosponsor representative and one representative of nongovernmental organizations and people living with HIV.

### **PCB Bureau membership as of 1 January 2010**

Netherlands (Chair)

El Salvador (Vice-Chair)

Japan (Rapporteur)

United Nations Development Programme (UNDP) (Cosponsor representative)

NGO delegate for Asia/Pacific (NGO representative)

### **During the Bureau meetings they are represented by:**

Ms Monique Middelhoff, Senior Health and AIDS Advisor, Ministry of Foreign Affairs, The Hague, The Netherlands;

Ms Lilian Alvarado-Overdiek, Counsellor, Permanent Mission of El Salvador, Geneva;

Mr Juji Otake, Second Secretary, Permanent Mission of Japan, Geneva;

Mr Jeffrey O'Malley, Director, HIV/AIDS Group, UNDP, New York, USA;

Mr Vincent Crisostomo, Coordinator, The 7 Sisters, Thailand.

The Bureau can be contacted through: [PCB\\_Bureau@unaids.org](mailto:PCB_Bureau@unaids.org)