



Report of the first meeting of the Working Group of the Programme Coordinating Board (PCB) to propose option to implement the recommendations of the Joint Inspection Unit (JIU) to the PCB

DATE: 30 April 2020

VENUE: Virtual

BACKGROUND

1. The Working Group established by the PCB to recommend options for implementing the PCB-focused recommendations of the Joint Inspection Unit (JIU) met for the first time virtually on Thursday, 30 April 2020.

1. OPENING OF THE MEETING AND ADOPTION OF THE AGENDA

2. The meeting adopted the agenda. (The meeting agenda is attached as Annex 1)

2. OPENING REMARKS

3. Julia Martin, chair of the Working Group on behalf of PCB chair Ambassador Deborah Birk of the United States of America, welcomed Working Group members to the first meeting. At the Chair's request, members of the Working Group, all of whom were present, introduced themselves. (Members of the Working Group are noted in Annex 2). The Chair introduced Mike Isbell, who has been retained as an independent consultant to support the drafting of the Working Group's reports to the PCB.
4. It was agreed that Working Group meetings will operate informally, consistent with respect for appropriate protocol. Silence on a particular matter will be regarded as agreement.
5. The Chair reminded Working Group members of the history of the JIU's review of the Joint Programme and the JIU's submission to the Joint Programme of a report that includes eight formal recommendations (of which three are directed to the PCB) and 25 informal recommendations (of which 10 are directed to the PCB). The Chair noted that the first meeting would focus primarily on agreeing on a way forward to accomplish the task outlined for the Working Group by the PCB.

3. SCOPE OF WORK OF THE WORKING GROUP

6. The PCB has tasked the Working Group with two deliverables. The first is a progress report to the PCB at its June 2020 meeting. The second is a final report, to be presented at the December 2020 PCB meeting, outlining options for implementation of JIU recommendations.
7. It was agreed that the Working Group would address both formal and informal recommendations that are directed to the PCB. PCB-focused recommendations of the JIU fall into three general categories. Formal Recommendation 1 concerns strategic and operational planning. Formal Recommendation 3 and 5 and Informal Recommendations 4, 5, 6 and 7 pertain to governance. Informal Recommendations 17, 18 and 19 pertain to oversight and accountability. It was noted that JIU formally monitors implementation of their formal recommendations.

4. BACKGROUND MATERIALS

8. The Chair reviewed the background materials that had been provided to the Working Group, specifically noting the Terms of Reference of the Working Group (March 2020), the JIU report to UNAIDS (June 2019), the UNAIDS management response to the JIU review, the UNAIDS Modus Operandi (2011) and the UNAIDS PCB decision points from its 45th meeting in December 2019.

TIMELINE FOR THE WORKING GROUP

9. The meeting then reviewed the key tasks of the Working Group and the schedule for completing its work.
10. It was agreed that the progress report to the PCB would summarize key results of the first meeting and outline the schedule and timeline for the Working Group's work. The progress report to the PCB will also address JIU Formal Recommendation 1 by referencing the PCB's decision point from its December 2019 meeting on development of a new UNAIDS strategy as well as on-going work that has been undertaken towards its development. To meet document deadlines for the June PCB meeting, the progress report will need to be finalized and posted on or about 23 May.
11. It was agreed that the second meeting of the Working Group will take place virtually in early June and that Working Group members will be surveyed to identify a date and time that will ensure full participation. The second meeting will focus on Formal Recommendation 3 and Informal Recommendations 4 and 7.
12. It was agreed that the third meeting will take place in September and that efforts will be made to have this meeting face to face, if feasible based on public health guidance. The third meeting will focus on Formal Recommendation 5 and remaining PCB-focused informal recommendations.
13. The Working Group will brief the PCB in early October to provide an early status report on recommended options and obtain PCB feedback on the Working Group's initial findings and recommendations.
14. The fourth and final meeting of the Working Group will take place in late October. At the fourth meeting, the Working Group will review PCB feedback on initial findings and recommended options and agree on the presentation to the PCB at the December 2020 PCB meeting.
15. The draft of the final report to the PCB will be provided to Working Group members by early November and finalized and posted in advance of the December PCB meeting by 15 November.
16. It was agreed that additional virtual meetings could be scheduled, as needed, to enable the Working Group to complete its work.
17. It was agreed that a revised timeline would be provided to Working Group members. The revised timeline will reflect the dates when Working Group members will receive drafts or other documents that require review. (A revised timeline for the Working Group is attached as Annex 3)

5. PROPOSED WORKING PROCEDURES

18. It was noted that Working Group members could consult with their respective constituencies when necessary. The Working Group would adopt transparent procedures with meeting reports to be posted on the UNAIDS website.
19. It was agreed that Working Group members would receive materials in advance of each meeting to aid in preparation. The Chair agreed to endeavour to provide materials

pertinent to upcoming Working Group meetings to members of the Working Group at least two weeks prior to the meeting date. In advance of the second meeting, Working Group members will receive a memorandum outlining the different changes that have been made to the PCB Modus Operandi plus additional background and resource documents relevant to the meeting agenda.

20. Discussion then turned to decision-making procedures. It was agreed that decisions would be taken by consensus. In the event that consensus cannot be reached, the views of individual members would be reflected in the meeting report.
21. Working Group members will be requested to provide feedback or comments on drafts of the progress and final reports within one week (seven days) of receiving the drafts.
22. It was agreed that information would be collected and provided to Working Group members on models of oversight committees currently in place for United Nations agencies.
23. Working Group members who believe additional analysis or study is required to support the Working Group's work are invited to alert the Chair. It was noted that no specific budget exists to support additional analysis or study.
24. It was agreed that the Chair would work to anticipate any legal issues that may arise from possible options for changing the PCB Modus Operandi and to endeavour to ensure that legal counsel is prepared to provide appropriate legal opinions, where needed.

6. OTHER BUSINESS

25. There was no other business.

7. CLOSING OF THE MEETING

26. The meeting was adjourned.

[Annexes follow]

Annex 1

Annotated agenda

THURSDAY, 30 APRIL 2020
14h30-16h30

1. Welcome and introductions
2. Scope of work of the Working Group
3. Background materials
4. Timeline for the Working Group
5. Proposed working procedures for the Working Group
6. Moving forward and next steps

Annex 2

List of participants

African States - Etats d'Afrique

Liberia - Libéria

Mr Abraham Kurian Kamara
Second Secretary/Vice Consul, Permanent Mission of Liberia to the United Nations Office and other international organizations in Geneva, Switzerland

Namibia - Namibie

Ms Xungileni Chitundu
Second Secretary, Permanent Mission of Namibia to the United Nations Office and other international organizations in Geneva, Switzerland

Asian States - Etats d'Asie

India - Inde

Mr Sadre Alam
First Secretary, Permanent Mission of India to the United Nations Office and other international organizations in Geneva, Switzerland

Thailand – Thaïlande

Ms Kanyarat Vejajiva
Minister Counsellor, Permanent Mission of the Kingdom of Thailand to the United Nations Office and other international organizations in Geneva, Switzerland

Eastern European States - Etats d'Europe orientale

Belarus - Bélarus

Mr Vadim Pisarevich
Deputy Permanent Representative, Permanent Mission of Belarus to the United Nations Office at Geneva and other international organizations in Geneva, Switzerland

Russian Federation – Fédération de Russie

Mr Eduard Salakhov
Health Attaché, Counselor, Permanent Mission of the Russian Federation to the United Nations Office at Geneva and other international organizations in Geneva, Switzerland

Latin American and Caribbean States - Etats d'Amérique latine et des Caraïbes

Brazil - Brésil

Mr Victor Campos Cirne
Third Secretary, Permanent Mission of Brazil to the United Nations Office at Geneva
and other international organizations in Geneva, Switzerland

El Salvador – El Salvador

Ms Rosibel Menendez Espinoza
Minister Counsellor, Permanent Mission of El Salvador to the United Nations Office
at Geneva and other international organizations in Geneva, Switzerland

Western European and Other States - Etats d'Europe occidentale et autres Etats

Canada - Canada

Mr Tim Poletti
Health Advisor, Permanent Mission of Australia to the United Nations Office at
Geneva and other international organizations in Geneva, Switzerland

France - France

Mr François Gave
Deputy Permanent Representative, Permanent Mission of France to the United
Nations Office at Geneva and other international organizations in Geneva,
Switzerland

COSPONSORING ORGANIZATIONS – ORGANISMES COPARRAINANTS

United Nations Development Programme (UNDP) – Programme des Nations Unies pour le développement (PNUD)

Mr Ludo Bok
Manager SDGs and UNAIDS HIV, Health, & Development Group, United Nations
Development Programme (UNDP)

International Labour Organization (ILO) – Organisation internationale du travail (OIT)

Ms Shauna Olney
Chief Gender, Equality and Diversity & ILO AIDS Branch, International Labour
Organization (ILO)

REPRESENTATIVES OF NONGOVERNMENTAL ORGANIZATIONS/PEOPLE LIVING WITH HIV – REPRESENTANTS DES ORGANISATIONS NON GOUVERNEMENTALES / PERSONNES VIVANT AVEC LE VIH

Europe - l'Europe

Mr Alexander Pastoors
Representative international affairs, HIV Vereniging Nederland, Amsterdam,

Netherlands

Latin America and the Caribbean - Etats d'Amérique latine et des Caraïbes

Mr Jumoke Patrick

Executive Director, The Jamaican Network of Seropositives, St. Andrew, Jamaica

Annex 3

Revised timeline for the Working Group

First meeting (virtual)	30 April
Circulation of progress report to Working Group	15 May
Agenda for second meeting and supporting materials circulated	23 May
Finalization of progress report to PCB	25 May
Second meeting of the Working Group (virtual)	Early June
Agenda for third meeting and supporting materials circulated	28 August
Third meeting of the Working Group (face to face, if possible)	September
Briefing to PCB	Early October
Agenda for fourth meeting and supporting materials circulated	Early October
Fourth meeting of the Working Group	October
Draft of final report to PCB circulated for review	2 November
Final report to PCB finalized and posted	15 November