

# ELECTION OF OFFICERS

**Additional documents for this item:**

**Action required at this meeting—the Programme Coordinating Board is invited to:**

See draft decision points in the paragraphs below:

18. *Elects* Thailand as the Chair, Germany as the Vice-Chair and Kenya as the Rapporteur for the period 1 January to 31 December 2022 and *approves* the composition of the PCB NGO Delegation.

**Cost implications for the implementation of the decisions:** none

## Introduction

1. In accordance with the Modus Operandi of the Programme Coordinating Board (paragraph 22), the Board is expected to elect from among its members, and States elected as members as of 1 January 2022, a Chair, a Vice-Chair and a Rapporteur.
2. The Modus Operandi foresees the Programme Coordinating Board to elect the current Vice-Chair, Thailand, to the position of Chair for a term starting on 1 January 2022. This meeting of the Programme Coordinating Board must also elect a Vice-Chair and a Rapporteur for a term of one year starting on 1 January 2022.
3. In doing so, the attention of the Programme Coordinating Board is drawn to paragraph 22 of the Modus Operandi which states that: *“Officers will be elected taking into account a fair geographical distribution.”*
4. Under the provisions of the Modus Operandi, the following Member States will be eligible for election as an officer of the Board on the basis that they will be members starting 1 January 2022:

- |                       |                              |
|-----------------------|------------------------------|
| 1. Belarus            | 12. Iran (Islamic Republic)  |
| 2. Botswana           | 13. Japan                    |
| 3. Cameroon           | 14. Kenya                    |
| 4. Canada             | 15. Netherlands              |
| 5. China              | 16. Norway                   |
| 6. Côte d’Ivoire      | 17. Russian Federation       |
| 7. Dominican Republic | 18. Switzerland              |
| 8. El Salvador        | 19. Thailand                 |
| 9. Germany            | 20. Tunisia                  |
| 10. Guyana            | 21. United Kingdom           |
| 11. India             | 22. United States of America |

5. In accordance with the Modus Operandi (paragraph 22), a written statement of interest is required to be elected as an officer. An expression of interest for the position of Vice Chair was received from Germany on 29 November 2021. An expression of interest for the position of Rapporteur was received from Kenya on 8 December 2021.
6. In accordance with paragraph 2b of the Annex of ECOSOC Resolution 1995/2:

*“(b) The process of identification of the non-governmental organizations that sought to participate in the work of the Board would be determined by the non-governmental organizations themselves. The Board would formally approve the nomination of those organizations;”*

## Summary of NGO election process

7. The Communication and Consultation Facility (CCF), together with the Orientation, Accountability and Recruitment (OAR) Working Group of the NGO Delegation, manages the annual process of recruiting incoming Delegates to fill in the slots vacated by outgoing Delegates. The process of the selection is as follows:

## **1. Determination of Vacancies**

8. In 2021, there were four outgoing NGO Delegates (Asia-Pacific, Africa, North America and Europe) finishing their third year. Two other Delegates were also exiting: one finished a two-year term (Europe) and another Delegate had to leave the Delegation in the middle of the year without being able to name a replacement (North America). Following this process, the Delegation confirmed a total of six vacancies to serve the term from 2022-2023.

## **2. Call for Applications**

9. The CCF reviewed and further improved the online forms and requirements for applying Delegates. A call for applications was broadly circulated from August 27 - September 24, 2021. The CCF opened an online submission form and provided access to NGO Delegation documents such as the *PCB NGO Delegation Terms of Reference* and the *PCB NGO Delegation Vision, Mission, Principles and Code of Conduct*.
10. Due to limited applications received in the initial application period, the call for applications was extended in all regions until 3 October 2021.
11. The CCF disseminated the recruitment information through the NGO Delegation's global civil society email list-serve, website, regional civil society platforms and its social media pages such as Facebook and Twitter. Delegates were also asked to recruit among their networks in their respective regions. The call was reposted in various CS electronic list-serves and social media pages of international and regional organizations, including those affiliated with the NGO Delegates. A total of 22 applications were received from the four regions (11 from Africa, 3 from North America, 5 from Europe, and 3 from Asia-Pacific).

## **3. Assessment for Eligibility**

12. All applications received were assessed for eligibility by the CCF. This entailed checking the application form and ensuring that all required documents such as support letters, organizational statement, and personal statement were submitted along with the application form. The assessment also entailed verifying information on the profile of the applicants, including their residence and place of work, in order for them to qualify in the region they were applying from. CCF also reviewed the supporting documents to check whether the information contained met the requirements, especially if the statements came from appropriate entities, e.g. national networks or regional networks.

## **4. Rating and shortlisting the applicants**

13. Due to the limited number of applications in other regions, the Delegation only undertook shortlisting for Africa and Europe. This was done by the Orientation, Accountability and Recruiting (OAR) Working Group, who then came up with the recommended Delegates for interview, two from Africa, and four for Europe.

## **5. Telephone interviews**

14. During the application period, OAR and CCF constituted the interview panels. An Interview panel is composed of a Delegate from the region being recruited for, a Delegate from another region and an external CS representative from the region, who will participate in all of the telephone interviews with the short-listed applicants in the respective region.

15. The interviews were scheduled from 14 – 25 October 2021. The panels deliberated immediately after the interviews and agreed on their recommended applicants. The external CS panelists were required to submit their recommendations in writing to the CCF as part of documentation. On 28 October 2021, the full Delegation convened to undertake the selection of the incoming delegates based on the panel recommendations and further deliberation. Because some regions had several good candidates, the Delegation took careful consideration of the situation for 2022, with more than half of the Delegation being replaced, including four of the most senior Delegates who each served three-year terms. Also in consideration was a new host for the CCF the following year, which could impact on the continuity of the Delegation's work and functioning. Thus, they needed to choose from Delegates who had more technical expertise, experience, and track record, especially in policy analysis and advocacy in regional and global platforms. After a thorough deliberation, consensus was reached on the selection of the incoming delegates. The overall balance and parity in representation in terms of sub-regional, HIV status, gender, age, and key population representation, as well as the skills, competencies, and expertise they will bring into the Delegation, were taken into consideration.

16. Accordingly, the Programme Coordinating Board is requested to approve the new members of the NGO delegation for 2022 as follows:

**Asia Pacific**

APCOM, represented by Midnight Poonkasetwattana

**North America**

Prevention Access Campaign, represented by Christian Hui

Transgender Law Center, represented by Cecilia Chung

**Africa**

Zambia Network of Young People Living with HIV, represented by Mubanga Chimumbwa

**Europe**

Eurasian Harm Reduction Association, represented by Aleksey Lakhov

Trans United Europe – BPOC Trans Network, represented by Dinah Bons

17. The following criteria was used for the selection:

- a. The applicant has solid work experience in the area of HIV/AIDS and can demonstrate understanding of key issues. Key issues can include human rights, policy and legal environments, sustainable financing, stigma and discrimination, gender and sexuality (including a non-binary approach), COVID-19 and other global health issues, civil society spaces and community-led engagement, and SDGs, among others.
- b. The applicant shows understanding of, sensitivity towards, and experience working with or representing key populations and other vulnerable groups in their region.
- c. The applicant demonstrates clear communication skills and advocacy experience in English, and the ability to work at regional and international levels, including global boards and civil society delegations. This includes writing skills,

- presentations, speaking roles, and past experience in diplomacy and negotiations, including work in culturally diverse teams.
- d. The applicant demonstrates clear ability to analyze policy and provide substantial input on documents that the NGO Delegation may be required to review.
  - e. The applicant demonstrates understanding of the context of, connections to, and the ability to represent their region. This includes experience working in the region, ties to local and regional NGOs, role of his/her own organization in the region, language skills in the local context, and technological resources to adequately reach out and consult with regional constituencies.
  - f. The applicant has the skills, tools and organizational capacity to devote enough time to perform the work of the NGO Delegation. This includes having a strong organizational back-up and support, including access to communication facilities, especially a stable internet connection.
  - g. The applying organization demonstrates credible HIV programme and advocacy work, outreach and connections with key populations in the region and capacity to provide support to their nominated applicant. This includes track record in engagement in regional and/or global advocacy with Member States and UN agencies; active outreach and partnerships with or representation of regional and/or global key population networks; facility to enable constituency engagement; and, capacity to provide administrative, programmatic and logistical support to their applicant.

#### Draft decision points:

18. The Programme Coordinating Board is invited to *elect* Thailand as the Chair, Germany as the Vice-Chair and the Kenya as the Rapporteur for the period 1 January to 31 December 2022 and *approves* the composition of the PCB NGO Delegation.

*[End of document]*