



**TDB**  
(15/181gd)

## NOTIFICATION

### **Trade and Development Board Sixty-second executive session**

**Geneva, 9–11 December 2015**

The sixty-second executive session of the Trade and Development Board will be held on 9–11 December 2015. The session will open on Wednesday, 9 December, at 10 a.m. in Room XXVI of the Palais des Nations, Geneva.

The annotated provisional agenda for the session is contained in document [TD/B/EX/\(62\)/1](#).

Permanent representatives of States members of the Board are requested to inform the UNCTAD secretariat by 1 December 2015 of their intention to attend or, alternatively, to indicate the name and title of their representative.

Other participants (i.e. representatives of members of UNCTAD that are not members of the Board and representatives of specialized agencies, non-governmental organizations and intergovernmental bodies wishing to attend as observers) are requested to send the UNCTAD secretariat the names of their representatives by the same date.

Before entering the Palais des Nations, participants are requested to collect their badges from the United Nations Security Service, Pregny Gate entrance, 14 Avenue de la Paix. The Security Service is open from 8 a.m. to 5 p.m. Because of the security measures in force, participants are strongly advised to arrive before 9 a.m. to complete entry procedures in good time and proceed to the meeting in Building E of the Palais. Participants are requested to carry a passport or similar national identity card with them. Taxis are not allowed to enter the grounds of the Palais des Nations; visitors should therefore be dropped off at the indicated entrance gates. Furthermore, luggage may not be brought into the buildings unless the Security Service gives special clearance.

Registration should be completed online. To do so, please use the following link: [Sixty-second executive session](#). All communications concerning representation should be sent to the UNCTAD secretariat, Intergovernmental Support Service, Palais des Nations, CH-1211 Geneva 10; fax: +41 22 917 0214; e-mail: [meetings@unctad.org](mailto:meetings@unctad.org).

(signed)

Mukhisa Kituyi  
Secretary-General of UNCTAD

13 November 2015