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## NOTIFICATION

### Trade and Development Board Sixty-third session

Geneva, 5–9 December 2016

The sixty-third session of the Trade and Development Board will be held from 5 to 9 December 2016. The session will open on Monday, 5 December, at 10 a.m. in room XVIII of the Palais des Nations, Geneva.

The provisional agenda for the sixty-third session was approved on 23 September 2016 by the Bureau of the Trade and Development Board during the consultations of the President of the Board. The provisional agenda and its annotations are contained in document [TD/B/63/1](#).

### Participation

Permanent representatives of States members of the Board are requested to inform the UNCTAD secretariat by 24 November 2016 of the name and title of their representative(s). Kindly note that the credential letter of your representative(s) should be uploaded on to the system during the online registration process.

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 also eligible to participate in the session as observers and should registered online using the link below.

Online registration is mandatory for all those wishing to attend the session. To do so, please use the following link: [Trade and Development Board, sixty-third session](#).

Any enquiries concerning registration 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).

### Logistics

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.

(signed)

Mukhisa Kituyi  
Secretary-General of UNCTAD

14 November 2016