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(22/108gd)

NOTIFICATION

Trade and Development Board Sixty-ninth session Geneva, 20 June–1 July 2022

The sixty-ninth session of the Trade and Development Board will be held from 20 June to 1 July 2022. The session will open on Monday, 20 June, at 10 a.m. in room XIX of the Palais des Nations, Geneva.

The provisional agenda and its annotations will be published in document TD/B/69/1.

Participation

Registration should be completed online and is required in order to be included in the list of participants. To register, please use the following link: [Trade and Development Board, sixty-ninth session](#).

Permanent representatives of States members of the Board are requested to inform the UNCTAD secretariat by 14 June 2022 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 register online by the same date using the link above.

Any enquiries concerning registration should be sent to the UNCTAD secretariat, Intergovernmental Support Service, Palais des Nations, CH-1211 Geneva 10; email: meetings@unctad.org.

Logistics

The session will be held with physical participation in room XIX of the Palais des Nations. Connection will also be provided for participants who wish to follow the proceedings remotely through a simultaneous interpretation platform in the six official languages of the United Nations. A link to the remote platform will be sent to registered participants, at the email address used for registration, one day in advance of the start of the meeting.

While the standard duration of a fully in-person meeting with interpretation is 3 hours, a meeting with remote participation is shortened to 2 hours should the total of remote interventions exceed 30 minutes. In order to be able to have 3 hours meetings with interpretation, remote interventions will be limited and speaking priority will be given to in-person interventions. Should the cumulative time of remote intervention exceed the 30 minutes, the meeting will close after 2 hours or immediately after the 30 minutes is exceeded when a meeting has already been running for more than 2 hours.

Before entering the Palais des Nations, participants are requested to collect their badges at 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. in order to complete entry procedures in good time and proceed to the meeting in the Building E. 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, and luggage may not be brought into the buildings unless the Security Service grants special clearance.

Further information and contact details

Questions on preparations for this session of the Trade and Development Board should be addressed to Lisanne Losier, Deputy Secretary of the Trade and Development Board, Intergovernmental Support Service, email: correspondence@unctad.org; tel.: 41 22 917 4054.

A handwritten signature in black ink that reads "Rebeca Grynspar". The signature is written in a cursive style with a large, stylized 'R' and 'G'.

Rebeca Grynspar
Secretary-General of UNCTAD

17 May 2022