



WP
(24/2gd)

NOTIFICATION

**Working Party on the Programme Plan and Programme Performance
Eighty-seventh session
Room XVII
Geneva, 22–26 January 2024**

The eighty-seventh session of the Working Party on the Programme Plan and Programme Performance will be held in Room XVII of the Palais des Nations, Geneva, from 22 to 26 January 2024. The session will open on Monday, 22 January, at 10 a.m. The provisional agenda for the session, together with the secretariat's annotations thereto, is contained in document TD/B/WP/327.

Participation and registration

Registration should be completed online at [Working Party, eighty-seventh session](#).

Member States are requested to submit to the UNCTAD secretariat the names of their representatives, alternate representatives and advisers who will participate in the session by Friday, 19 January 2024. Representatives from United Nations bodies and programmes, specialized agencies and other intergovernmental bodies that may wish to participate in the session as observers are also requested to inform the UNCTAD secretariat of the names of their representatives by the same date.

All communications concerning representation should be sent to the UNCTAD secretariat, Intergovernmental Outreach and Support Service, Palais des Nations, CH-1211 Geneva 10; email: meetings-unctad@un.org.

Logistics

Before entering the Palais des Nations, participants are requested to scan their badges at the United Nations Security Service, Peace Gate entrance (Place des Nations) Ariana, 1202 Geneva. As part of the new system at the United Nations Office at Geneva, participants will receive a digital badge consisting of their photo, a quick response (QR) code and the name and date of the meeting. The digital badge will be sent to each participant by email once they have been accredited by the meeting organizer and should be downloaded to a mobile telephone or other mobile device. Participants may also print the digital badge in order to use the QR code. 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 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.

Contact details

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

A handwritten signature in black ink, reading 'Rebeca Grynspan'.

Rebeca Grynspan
Secretary-General of UNCTAD
19 December 2023