

# NOTIFICATION



## Trade and Development Board Seventy-seventh executive session

3–5 February 2025  
Room XVII, Palais des Nations, Geneva

IOSS/MISC/2025/5  
(25/8gd)

The seventy-seventh executive session of the Trade and Development Board will be held at the Palais des Nations, Geneva, from 3 to 5 February 2025 in room XVII. The session will open on Monday, 3 February 2025, at 10 a.m. The provisional agenda for the session, together with the secretariat's annotations thereto, is contained in document TD/B/EX(77)/1.

### Participation and registration

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, 77th executive session](#).

Other participants (i.e. representatives of member States 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 using the link above.

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

### Logistics

The session will be held with physical participation in room XVII of the Palais des Nations. Those who cannot attend the meeting in person will be able to listen to the live audio stream in the six official languages of the United Nations. The link to listen live will be sent to registered participants, at the email address used for registration, one hour before the start of the session.

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. Participants are also requested to carry a passport or similar national identity card with them. Before entering the Palais des Nations, participants are requested to scan their badges at the United Nations Security Service, Pregny Gate entrance, 14 Avenue de la Paix, 1202 Geneva. 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. 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 Lianne Losier, Deputy Secretary of the Trade and Development Board, Intergovernmental Outreach and Support Service; email: [correspondence@unctad.org](mailto:correspondence@unctad.org).

A handwritten signature in black ink that reads "Rebeca Grynspar". The signature is written in a cursive, flowing style.

Rebeca Grynspar  
Secretary-General of UN Trade and Development  
8 January 2025