



THE PRESIDENT
OF THE
GENERAL ASSEMBLY

7 May 2021

Excellency,

I have the honour to refer to the high-level meeting of the General Assembly on HIV/AIDS, to be held from 8 to 10 June 2021, in the General Assembly Hall, at the United Nations Headquarters, in New York, pursuant to General Assembly resolution 75/260 of 23 February 2021 entitled “Organization of the 2021 high-level meeting on HIV/AIDS” and decision 75/563 of 16 April 2021 entitled “Participation in the 2021 high-level meeting on HIV/AIDS”.

The General Assembly, in its resolution 75/260, requested the President of the General Assembly, with support from UNAIDS and in consultation with Member States, to finalize the organizational arrangements for the high-level meeting. The Assembly further requested to identify a person living with HIV and an eminent person engaged in the response to HIV/AIDS to speak at the opening plenary meeting, as well as to identify the themes and finalize the panel discussions.

I am pleased to inform that Ms. Yana Panfilova, a member of GNP+ Global Network of People Living with HIV, has been selected as person openly living with HIV, and Ms. Charlize Theron, UN Messenger of Peace, actress and producer, as eminent person, to address the meeting during the opening segment.

Following consultations with Member States held on my behalf by the co-facilitators for the preparations of the high-level meeting, H.E. Mr. Mitchell Peter Fifield, Permanent Representative of Australia to the United Nations, and H.E. Mr. Neville Melvin Gertze, Permanent Representative of Namibia to the United Nations, and in accordance with paragraphs 2 (a - c) and 12 of resolution 75/260, please find enclosed a provisional programme of the high-level meeting, which includes information on the format and themes, indicative timelines and objectives for the five panel discussions, to be held as part of the high-level meeting (see Annex I).

All Permanent Representatives and
Permanent Observers to the United Nations
New York

Through a separate letter to the chairs of the regional groups for the month of May 2021, I will seek nominations by regional groups of two Co-Chairs for each of the five panels.

In accordance with resolution 75/260, the list of speakers for the general debate with statements by Member States and observers of the General Assembly will be established in accordance with the established practices of the Assembly. **The Secretariat will open the list of speakers for inscription on Monday, 17 May 2021, at 10 a.m.** Member States and observers to the General Assembly wishing to deliver statements are invited to inscribe on the list of speakers by sending an email to the General Assembly Affairs Branch (email: galindo@un.org with copy to gaspeakerslist@un.org). The provisional list of speakers of the high-level meeting will be made available on Thursday, 27 May 2021.

In accordance with decision 75/563, Member States and observers to the General Assembly, in line with paragraph 2 (a) (ii) of its resolution 75/260, may submit a pre-recorded statement by their Head of State or Government, head of delegation or other dignitary, which will be played in the General Assembly Hall during the general debate of the high-level meeting, after introduction by their representative who is physically present in the Assembly Hall. Due to time constraints, it is expected that the introductory remarks will be kept concise¹. The level of the speaker will be determined by that of the pre-recorded statement. Alternatively, representatives physically present in the Assembly Hall may deliver their own statements. Details on the submission of the pre-recorded video are provided in Annex II.

In accordance with resolution 75/260, **the time limit for the statements will be three minutes for individual delegations and five minutes for statements made on behalf of a group of States.** The length of the introductory remarks and the length of the video itself shall be counted in the allocated time limit.

Pursuant to decision 75/563, in addition to the verbatim records of the high-level meeting, the President of the General Assembly will circulate as a document of the Assembly a compilation document of the statements delivered by means of pre-recorded statements during the high-level meeting and submitted to the President no later than the day on which the pre-recorded statement was played in the Assembly Hall, and that such pre-recorded statements will be attached to the verbatim records of the meeting. Submissions in this regard should be sent to estatements@un.org (preferably in Microsoft Word, as well as in PDF format). The name of the meeting and of the speaker, as well as the agenda item, should be indicated in the subject line of the email and in the heading of the statement.

¹ Suggested model sentence:

Permanent Representative or other member of the delegation: Mr. President, I have the honour to introduce the pre-recorded statement by [His/Her Excellency Mr./Ms. xxxx, President/Prime Minister of xxx.]

In accordance with paragraph 10 of resolution 75/260, representatives of non-governmental organizations in consultative status with the Economic and Social Council, civil society organizations and the private sector – one from each grouping – to be selected during the interactive multi-stakeholder hearing, in consultation with the President of the General Assembly, may be included in the list of speakers for the plenary meetings. The names of the speakers will be announced in due course. In accordance with decision 75/558 of 19 March 2021, those who were included in the list of speakers pursuant to this provision, may submit a pre-recorded statement, which will be played in the General Assembly Hall after introduction by the President of the General Assembly.

The high-level meeting will be open and webcast on UN Web TV with interpretation in all official languages. Due to COVID-19 related risk mitigation measures, **access to the meeting in the General Assembly Hall will be restricted to one representative per delegation**. The final risk assessment and mitigation measures for the meetings in June 2021 will be communicated in due course.

Updates to the enclosed provisional programme and details pertaining to other aspects of the high-level meeting will also be made available online at <https://www.un.org/pga/75/hiv-aids> and duly updated on a regular basis. A final programme will be circulated prior to the high-level meeting. For further information, your office may contact Mr. Robin Peeters, Advisor for Human Rights and Humanitarian Affairs (robin.peeters@un.org) and Mr. Ahmad Almaududy, Advisor on UN Reform, Budget and Legal Affairs (ahmad.amri@un.org), copying Ms. Hila Wesa, Team Leader for Human Rights and Humanitarian Affairs (wesa@un.org).

Please accept, Excellency, the assurances of my highest consideration.



Volkan BOZKIR

ANNEX I

**United Nations General Assembly High Level Meeting on HIV/AIDS
8-10 June 2021, General Assembly Hall, UN Headquarters, New York**

Provisional Programme

Day 1	Tuesday, 8 June 2021
	Morning meeting
10:00-11:00	<p>Opening Plenary meeting, Statements by:</p> <ul style="list-style-type: none"> ▪ H.E. Mr. Volkan Bozkir, President of the 75th Session of the UN General Assembly ▪ H.E. Ms. Amina J. Mohammed, Deputy Secretary-General of the United Nations ▪ Ms. Winnie Byanyima, Executive Director of the Joint United Nations Programme on HIV/AIDS (UNAIDS) ▪ Ms. Yana Panfilova, a woman openly living with HIV, member of GNP+ Global Network of People Living with HIV ▪ Ms. Charlize Theron, eminent person actively engaged in the response to HIV/AIDS, UN Messenger of Peace, actress and producer <p>Adoption of the political declaration</p>
11:00-13:00	General Debate
	Afternoon meeting
15:00-18:00	General Debate (continued)
Day 2	Wednesday, 9 June 2021
	Morning meeting
10:00-11:30	<p>Thematic Panel 1: Addressing inequalities to End AIDS: 10 Years to 2030</p> <p>This panel will focus on the inequalities that drive the AIDS epidemic and prioritize people who are not yet accessing life-saving and comprehensive HIV related prevention and care services and consider what needs to be done to leave no one behind. Panelists will discuss science, data & evidence, best practices, diagnostics, new technologies and critical actions needed to advance HIV prevention and treatment, including for HIV/TB coinfection, as well as addressing Pediatric AIDS, care, and support.</p> <p>The panel will examine the need to invest in comprehensive, rights-based HIV prevention, focusing on the populations in greatest need. Panelists will also discuss how to reinvigorate HIV testing, achieving the 95–95–95 testing and treatment targets, as well as the 10-10-10 targets for equitable, inclusive and reliable access to affordable, high-quality medicines, health commodities and technologies. The discussion will focus on getting back on track to end AIDS as a public health threat by 2030, as a part of achieving the Sustainable Development Goals.</p>

	<p>Hybrid Format: One representative per delegation present in the GA Hall, virtual panel speakers connecting live via <i>Interprefy</i>. Meeting will be broadcast live on UN WebTV. Interactive, moderated discussion with opportunity for questions and answers.</p>
11:30-13:00	<p>Thematic Panel 2: Putting people and communities at the center of the response to AIDS</p> <p>The panel will focus on communities of people living with and affected by HIV who are at the center of the HIV response, as leaders in the governance, decision-making, accountability and monitoring of the AIDS response, as well as in the development and implementation of HIV prevention and treatment services to the people most in need.</p> <p>Panelists will discuss the opportunities and challenges for moving towards the Global AIDS targets and realizing political commitments and policy adaptations needed to support community-led responses as the world moves toward ending AIDS by 2030 and does so in the context of COVID-19.</p> <p>The panel will address community-led, including women-led and key population-led, responses; new priorities emerging from the community-led response to COVID-19; and sustainable and adequately funded community-led HIV service delivery and prevention programs, including for women living with HIV and women from key and vulnerable populations.</p> <p>Hybrid Format: One representative per delegation present in the GA Hall, virtual panel speakers connecting live via <i>Interprefy</i>. Meeting will be broadcast live on UN WebTV. Interactive, moderated discussion with opportunity for questions and answers.</p>
	Afternoon meeting
15:00-16:30	<p>Thematic Panel 3: Resources and funding for an effective AIDS response</p> <p>The panel will consider how to reach a fully funded response to HIV in a challenging environment for health and development resources. Panelists will address how to invest in the right interventions, in the right places and populations, to meet the new global targets, with the SDG-3 (good health and well-being) as the focus of the response.</p> <p>The panel will explore the use of HIV financing as a means for increased social spending and facilitate Universal Health Coverage (UHC) implementation on the rights based, people centered model of the HIV response and the need to address public funding of universal health coverage systems. Furthermore, the need to invest in societal enablers will be highlighted to achieve programme effectiveness, and the need to invest in emergency and pandemic responses. Panelists will also address the broader issues of debt relief, taxation, illicit flows and addressing sustainability and inequality.</p> <p>Hybrid Format: One representative per delegation present in the GA Hall, virtual panel speakers connecting live via <i>Interprefy</i>. Meeting will be broadcast live on UN WebTV. Interactive, moderated discussion with opportunity for questions and answers.</p>
16:30-18:00	General Debate (continued)

Day 3	Thursday, 10 June 2021
	Morning meeting
10:00-11:30	<p>Thematic Panel 4: Advancing Gender Equality and empowering women and girls in the AIDS response</p> <p>This panel will look at achieving the human rights of women and girls and addressing inequalities that drive the AIDS epidemic. Panelists will discuss how to address gender-based inequalities and gender-based violence and intersecting forms of discrimination and ways of addressing these in the AIDS response. Panelists will also discuss advancing substantive gender equality, particularly with respect to health, including sexual and reproductive health and rights, education; economic rights of women and adolescent girls; and the role of men and boys in advancing substantive gender equality. Education will be used as an entry point to address HIV prevention in tandem with efforts to address gender-based violence and harmful gender norms, and to empower women and girls and draw on important linkages to the Generation Equality Forum.</p> <p>Hybrid Format: One representative per delegation present in the GA Hall, virtual panel speakers connecting live via <i>Interprefy</i>. Meeting will be broadcast live on UN WebTV. Interactive, moderated discussion with opportunity for questions and answers.</p>
11:30-13:00	<p>Thematic Panel 5: Addressing the impact of the COVID-19 pandemic on the AIDS response and building back better for pandemic preparedness</p> <p>The panel will examine how the response to HIV and COVID-19 can contribute to building multisectoral preparedness and response systems by intent through providing concrete examples of innovations, policy and structural changes introduced in the context of COVID-19. Panelists will address how to improve pandemic preparedness and response, including healthcare systems broadly in the pursuit of the SDGs.</p> <p>Panelists will look at how innovation and technology can address bottlenecks to achieving SDG-3 (good health and well-being) through digital health infrastructure and agile, differentiated delivery models. The panel will address the importance of community-led responses in delivering health for all, as well as reflect on the importance of across and within country-solidarity in ensuring equitable access to health and socio-economic support.</p> <p>Hybrid Format: One representative per delegation present in the GA Hall, virtual panel speakers connecting live via <i>Interprefy</i>. Meeting will be broadcast live on UN WebTV. Interactive, moderated discussion with opportunity for questions and answers.</p>
	Afternoon meeting
15:00-17:00	General Debate (continued)
17:00-18:00	<p>Closing segment</p> <ul style="list-style-type: none"> ▪ Statements from the chairs of the panel discussions, presenting summaries of the discussions; ▪ Closing statement by H.E. Volkan Bozkir, President of the General Assembly.

ANNEX II

Audio-Video Guidelines for Pre-Recorded Statements

Please read this entire document before submitting your pre-recorded video statement

Kindly note that all pre-recorded video statements should be submitted at least four days before the date that the statement is scheduled to be broadcast.

Audio visual file general guidance for Broadcast and Conferences

For technical questions, please call **+1 212 963 8648, Option 3.**

Video

For file submission video quality preferably:

- HD resolution of 1920 x 1080 pixels in an aspect ratio of 16:9
- 29.97 frames per second (60 fields) known as 1080i/29.97, top field first; colour sub-sampled at a ratio of 4:2:2 (8 bits per channel with 10 bits per channel preferred). As is common with MPEG4 or MOV files.

Alternately file submission video quality as a minimum:

- HD resolution of 1280 x 720 pixels in an aspect ratio of 16:9
- 30 frames per second (60 fields) known as 720p top field first; colour sub-sampled at a ratio of 4:2:2 (8 bits per channel with 10 bits per channel preferred). As is common with MPEG4 or MOV files.

Audio

- General recommendation is that material should conform to SMPTE 382M Standard or AES3
- The preferred bit depth for audio recording is 24 bits per sample. The minimum bit depth is 16 bits per sample.
- All audio should be recorded at a minimum sample rate of 48 kHz, although sampling at 96 kHz is encouraged. Recording or digitizing audio using an uncompressed lossless codec, such as WAV-PCM.
- Sound must be recorded with appropriately placed microphones, giving minimum background noise and

without peak distortion.

- The audio must be free of spurious signals such as clicks, noise, hum and any analogue distortion.
- The audio must be reasonably continuous and smoothly mixed and edited. Audio levels must be appropriate to the scene portrayed and dynamic range must not be excessive. They must be suitable for the whole range of domestic listening situations.
- Surround and Stereo audio must be appropriately balanced and free from phase differences.
- The audio must not show dynamic and/or frequency response artefacts due to the action of noise reduction or low bit rate coding systems.
- Please kindly **refrain from including any background music** with the speech statement.

Interpretation requirements related to the pre-recorded video messages:

1. Ensure the speaker speaks clearly and at a moderate pace to enable accurate interpretation;
2. Provide a copy of the text of the statement to **estatements@un.org**;
3. For languages other than an official UN language, *provide an audio recording of the interpretation into one of the UN official languages embedded in the video*. In addition, provide the text of your statement translated into one of the official languages.²

Provision of live interpretation will be subject to fulfilment of the audio-visual guidelines in the present annex. In cases of any recording anomalies (such as low speaking volume, noisy background, unclear diction, background music, etc.), delegations may be requested to provide a revised recording to remedy the anomalies, in order that interpretation services could then be delivered.

IMPORTANT NOTE REGARDING ORIGINAL LANGUAGE STATEMENTS:

Please insert the original language audio into the left channel (or channel 1) of the video, and kindly include an official UN language translation in the right channel (or channel 2). English is the preferable UN language translation.

The audio should not be submitted in separate files. Both audio channels (original and official languages), should be embedded in the video file.

² In case of non-official languages, when a video address is played back and broadcast on the “floor” channel in the original language, the audio of the pre-recorded translation needs to be synchronously broadcast on the corresponding language channel.

File-Naming and Submission Guidelines

Before submitting your video file, please use the following template for naming your file (without brackets):

[Delegation or Country or Presenter Name]_[EVENT DATE]_[EVENT NAME].[extension] *(please exclude the brackets)*

Please follow the steps below for submitting your video file.

1. You should have received a link to the cloud storage space from your United Nations coordinator or representative. The link will take you to a web page like the one in the image below.

The image shows a web interface for file submission. At the top, there is a text input field followed by the text "is requesting". Below this is a large rectangular box containing the text "Meeting Title Text is Here". Underneath is a "Note from" label followed by another text input field. A light blue rounded rectangle contains the instruction "Please submit your prerecorded video statements here.". Below that, the expiration date and time are shown: "Expires: Sun, Nov 1, 2020 1:10 PM". An orange banner displays "Allowed File Types: Video, Audio". The "Standard Upload" section features a prominent blue button with a white plus icon and the text "File Upload", with the instruction "or drag and drop files" below it. At the bottom, the "Aspera Upload (What's this?)" section includes a blue-bordered box with a blue plus icon and the text "File Upload".

2. Click on the blue **“File Upload”** button (Standard Upload), or drag-and-drop your video file into the dialog window.

Once you have selected or dragged-and-dropped your file, the following dialog window should appear. Click on the **“Show Metadata”** button.

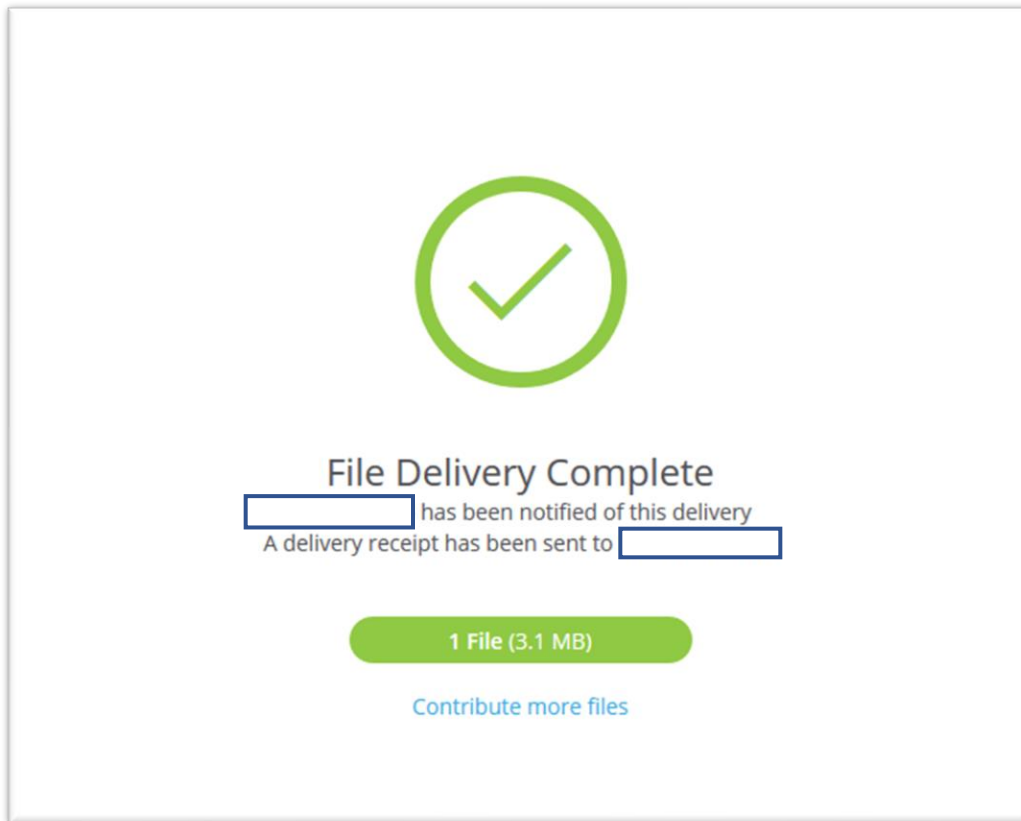
The screenshot shows a web interface for file upload. At the top, a text box contains a name followed by "is requesting". Below this is a large black-bordered box with the text "Meeting Title Text is Here". Underneath is a "Note from" field with a name. A light blue box contains the text "Please submit your prerecorded video statements here." Below that, the expiration date is listed as "Expires: Sun, Nov 1, 2020 1:10 PM". An orange box contains the text "Allowed File Types: Video, Audio" and "File Metadata Requested: Please select files to add." To the right of this box is an "Expand All" link. Below these elements is a dashed line and an "Add Files" button. A file named "IMG_6688.MOV" is listed with a file icon on the left and a "SHOW METADATA" button on the right, which is circled in red. Below the file list, it says "1 File (3.1 MB)". At the bottom, there is an "Enter your email" input field, a blue "Contribute 1 File" button, and a "Back to File Request" link.

3. You will then be prompted to enter a few mandatory metadata fields. ***Please note that if you do not enter data in these fields, your file will not be accepted by the cloud upload service.*** The information you are asked to enter is as follows in the image below. Enter the requested information and then enter your **email address** in the indicated field. Then, click on the blue **“Contribute 1 File”** button.

Your video file will be uploaded into the system.

The screenshot shows a web interface for uploading a file. At the top, there is a dashed blue box containing a plus icon and the text "Add Files". Below this, a file named "IMG_6688.MOV" is shown with a "HIDE METADATA" button and a close icon. The metadata section contains four mandatory fields, each with a red asterisk and a text input box with a small grid icon on the right: "Event Name", "Event Date", "Presenter Name", and "Country or Delegation Name". Below the metadata fields, it says "1 File (3.1 MB)". At the bottom, there is a text input field labeled "Enter your email", a prominent blue button labeled "Contribute 1 File", and a blue link labeled "Back to File Request".

4. You will then see a progress bar indicator, followed by the dialog window below, indicating successful upload.



For technical questions, please call **+1 212 963 8648, Option 3.**