



Doc: 24- 0.1  
Cape Town, South Africa

**Dear Colleagues and Friends,**

**Welcome to Cape Town!**

I am delighted that you are able to join us in Cape Town for the 24<sup>th</sup> Stop TB Partnership Coordinating Board Retreat and Meeting. I hope that your flight and arrival in Cape Town went smoothly. I look forward to a successful and focused meeting over the next three days.

The next few days will be very busy but also exciting as we have many new members on the Board. We will begin on the 30<sup>th</sup> of January with a briefing for new board members, board pre-briefing and retreat. The pre-briefing is open to all and the retreat is for Coordinating Board members and alternates only. We will continue with the 24<sup>th</sup> Coordinating Board meeting on the 31<sup>st</sup> January and the Executive Committee will hold a meeting on the 1<sup>st</sup> February.

This letter contains practical information to help make your stay more enjoyable and our meetings more productive. Please do not hesitate to get in touch with Secretariat staff (contacts at the end of this document) if you need assistance.

**Stop TB Partnership Coordinating Board Meeting venue:**

**Double Tree by Hilton,  
Cape Town Upper East Side  
31 Brickfield Road,  
Woodstock  
Cape Town, South Africa**

Website: <http://doubletree3.hilton.com/en/hotels/south-africa/doubletree-by-hilton-hotel-cape-town-upper-eastside-CPTUED1/index.html>

**Stop TB Partnership Coordinating Board Retreat and Pre-briefing schedule**

Thursday, 30 January 2014

08.00	Closed Executive Committee meeting	<i>Queens 1</i>
08.30	Briefing for new Board members and alternates	<i>Harlem Room</i>
10.00	Board retreat on Hosting (Board and alternates)	<i>Harlem Room</i>
13.00	Lunch	
14.00	Board retreat on Hosting (Board and alternates)	<i>Harlem Room</i>
16.00	Pre-briefing on: Branding, New Tools Working Group, GDF and TB REACH	<i>Harlem Room</i>
16:30	Closed Executive Committee meeting	<i>Queens 1</i>

A gala dinner hosted by South Africa will take place from 19.00 in Central 1 and 2.

**Stop TB Partnership Coordinating Board Meeting Schedule:**

Registration for the Coordinating Board meeting will be open from 08:00 AM on Thursday, 30<sup>th</sup> January, in Madison Room.

**Friday, 31 January 2014**

- 09.00 Opening Coordinating Board Meeting – *Central 2 and 3*
- 12.30 Lunch
- 13:30 Coordinating Board Meeting – *Central 2 and 3*
- 18.30 Coordinating Board Meeting closes

**Saturday, 1 February 2014**

- 09.00 Executive Committee meeting – *Queens 1*

With my warmest regards,



Dr. Lucica Ditiu, Executive Secretary

If you need assistance during your stay, the following Stop TB Partnership staff will be available to help:

<b>Secretariat</b>	<b>Mobile</b>	<b>Email</b>
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