



Consultation on Standards of Prevention in HIV Prevention Trials

Speke Resort Munyonyo, Kampala, Uganda
March 26th, 27th and 28th, 2008

Dear Participant,

On behalf of the Global Campaign for Microbicides (GCM), Joint United Nations Programme on HIV/AIDS (UNAIDS) and US Centers for Disease Control and Prevention (CDC), we welcome you to the Consultation on Standards of Prevention in HIV Prevention Trials.

We are convening this consultation to catalyze discussion and to build consensus among investigators, advocates, ethicists, policymakers, regulators, and other stakeholders about the challenges of designing and conducting future HIV prevention trials. Issues to be discussed at this consultation include the different approaches to meeting the challenges of designing future HIV prevention trials, and the criteria that determine when new prevention tools should be considered part of standard of prevention offered to all trial participants.

By using evidence-based examples and case studies, we hope that this meeting will contribute to on-going local and international discussions of standard of prevention, contribute to the HIV prevention field's ability to meet the guidelines outlined in the recent UNAIDS/WHO guidance document, *Ethical Considerations in Biomedical HIV Prevention Trials*, and provide input useful for the design, conduct, and evaluation of future trials.

We thank you in advance for your help in developing a process for generating clarity and achieving consensus about these issues.

Sincerely,

Catherine Hankins
Chief Scientific Adviser, Joint United Nations Programme on HIV/AIDS

Lori Heise
Director, Global Campaign for Microbicides

Lynn Paxton
Team Lead, ART Prophylaxis and Microbicides, Centers for Disease Control and Prevention

Meeting Organizers

The Global Campaign for Microbicides is responsible for the overall co-ordination of this meeting. The meeting is being co-sponsored by the Joint United Nations Programme on HIV/AIDS (UNAIDS) and US Centers for Disease Control (CDC).

A Uganda-based events management company, Global Events Management (Serena Conference Centre, Office Suite 242, Kampala, Uganda; Tel: +256 (0) 414 343 735; Email: gloevents@infocom.co.ug), is responsible for all on-the-ground logistics, including travel and airport transfers.

Meeting Support

This meeting was made possible by the generous support of the American people through the US Agency for International Development (USAID) under the terms of the HealthTech IV Cooperative Agreement #GPH-A-00-01-00005-00. Additional financial support was provided by the Joint United Nations Programme on HIV/AIDS.

Meeting Venue

The consultation will be held in the Regal Ballroom of the Speke Resort and Conference Centre. Because of space limitations, only invited and confirmed participants will be allowed to attend meeting sessions.

The Speke Resort and Conference Centre is conveniently located only 12 km from the centre of Kampala, on the shores of Lake Victoria. The physical and postal address of the hotel is provided below:

Physical Address: Munyonyo, Kampala, Uganda
Postal Address: P.O. Box 7036, Kampala, Uganda.
Tel: +256 (0) 414 227111/ +256 (0) 414 227434
Fax: +256 (0) 31 2227110
Email: spekeresort@spekeresort.com

Business services available at the Resort and Conference Centre include fax, photocopying, Internet and express mail services. Other services are also available upon request. For more information about the meeting venue, including a list of services and facilities, and directions to the Conference Centre, please visit the Speke Resort website at <http://www.spekeresort.com>.

Meeting Room Logistics

The meeting room will be equipped with data projector with dedicated laptop, screen, flip charts, and other commonly used stationery supplies. All presentations and discussions will be in English.

Hotel Accommodations

GCM and Global Events Management (GEM) have arranged for accommodation of all international delegates at the Speke Resort and Conference Centre. The confirmation number for the group reservation is 9727.

The room rate arranged with the hotel is US \$85.00 + 18% VAT + US \$2.00 local tax for a single occupancy bed, per person per night, inclusive of breakfast. All rooms are air conditioned, and have free LAN and WAN internet connectivity, satellite television, and telephones. As a resident of the hotel, international participants also enjoy free access to the Resort's health club facilities. Local tours and activities can also be arranged through the hotel at additional cost.

Late checkout will be available for all international participants with scheduled evening departures from Entebbe.

Meals

Buffet meal service (breakfast, lunch and dinner) will be available for all meeting participants – international and local – during the three-day conference. Coffee and tea service will also be provided during conference breaks. Please see the meeting agenda for meal and break times.

We also encourage all participants to join us from 6:00p until 7:30p on Thursday, March 26th, for a cocktail reception.

International Flights and Travel Itineraries

Unless previously discussed with the Global Campaign for Microbicides, travel and transportation services will be arranged through GEM or GCM's travel department.

If your travel was arranged independently and you have not already done so, kindly send your itinerary to Dr. Sean Philpott (sphilpott@path.org) for hotel room confirmation and airport transfer.

Visas

All foreign nationals require a visa for entry into Uganda. To obtain a visa, you must have a passport valid for three months beyond the date of entry. Visas are available at Entebbe Airport upon arrival or may be obtained from the Embassy of the Republic of Uganda in your country. It is advisable to have visas prior to your arrival where Republic of Uganda has a Mission. GCM has already sent individual Visa recommendation letters to all of the international delegates. The current fee for a three-month single-entry visa obtained upon arrival at Entebbe Airport is \$50.00.

In-country Ground Transportation

Group airport transfers have been pre-arranged through GEM. For participants flying into Entebbe, a shuttle bus driver from GEM, holding a sign with the conference name (Consultation on Standards of Prevention in HIV Prevention Trials), will be waiting in the airport arrival hall. Each driver will also have a list of travelers so that no participant is left

behind inadvertently. If you have been left behind or arrive at the airport at a different time than originally planned, please contact GEM and GCM using the contact information below – additional drivers will be on-hand for this eventuality.

Airport returns will leave the Speke Resort and Conference Centre approximately 2.5 to 3 hours prior to your scheduled departure time, which is sufficient time for travel to airport, check-in and ticketing, security clearance and customs. A list of scheduled airport departures will be provided to you upon arrival at the conference registration desk.

For participants attending the earlier MDP meeting at the Laico Lake Victoria Hotel Entebbe, group transfer to the Speke Resort and Conference Centre has also been arranged. The driver will meet you in front of the hotel lobby at 6.30p local time on Wednesday, March 25th.

Should your travel itinerary change, please inform GCM and GEM immediately using the contact information below so that we can arrange for ground transportation.

Medical

All participants are encouraged to discuss their travel plans with their personal health care providers. Current recommendations for international travelers to Uganda include malaria prophylaxis and up-to-date vaccination against influenza, polio, measles/mumps/rubella (MMR), diphtheria/pertussis/tetanus (DPT), hepatitis A, hepatitis B, typhoid, and yellow fever. An international certificate of vaccination against yellow fever is required for entry into Uganda. For more information and additional recommendations, visit the CDC's Traveler's Health website at <http://wwwn.cdc.gov/travel/destinationUganda.aspx>.

All participants are also advised to obtain insurance coverage to cover any costs arising out of sickness, accident (including the cost of medical attention), temporarily or permanent disability, death and third party risks, covering the entire duration of the meeting and travel time. If you do not have coverage, temporary medical insurance can be obtained through Global Events Management (gloevents@infocom.co.ug). The Global Campaign for Microbicides, the Joint United Nations Programme on HIV/AIDS, and US Centers for Disease Control is not responsible for any medical costs that arise during the meeting.

Costs

The meeting organizers will cover the cost of meals, accommodation and travel for all meeting participants who require it. GCM, UNAIDS and the CDC appreciate the contribution of those individuals, networks and organizations who support their own travel and accommodation costs.

For international participants, the costs of airport transfers, accommodations and meals (including breakfast and lunch during the meeting, and group dinners on Thursday, Friday and Saturday evening) are covered. Flights arranged through the Global Campaign for Microbicides and/or Global Events Management are also covered, and visa costs will be reimbursed with submission of appropriate receipts.

For local participants, all meals (including breakfast and lunch during the meeting, and group dinners on Thursday, Friday and Saturday evening) will be provided.

All additional incidental costs (such as the use of business centre services, phone calls, laundry and miscellaneous personal expenditures) are the responsibility of individual

participants. We kindly ask that you settle these with the Speke Resort and Conference Centre upon departure.

Currency and Exchange

The Ugandan currency, called the shilling, currently trades at approximately 2000 shillings to one US dollar. Exchange rates can vary depending where currency is exchanged. Converting US dollars into Uganda shillings is very easy and exchange services are available at most hotels, banks, money exchanges and at the Airport. Please note that Money Exchangers and Banks do not accept cash notes printed before year 2000. Travelers checks are not as easily converted, but some Money Exchangers and the Standard Chartered Bank in Kampala will accept them. Travelers' checks are not exchangeable at the Entebbe Airport.

General Inquiries

Ms. Flavia Nzarro and her colleagues at Global Events Management
tel: +245 (0) 772 748 835, +245 (0) 712 846 975, +245 (0) 141 343 735
Email: gloevents@infocom.co.ug

GEM is responsible for all meeting logistics. Please contact them directly regarding any travel- or logistical-concerns, including changes to travel itineraries or missed airport transfers.

Dr. Sean Philpott, Science and Ethics Officer for the Global Campaign for Microbicides
tel: +1 202 454 5041; cell: +1 202 247 5174
Email: sphilpott@path.org

GCM is responsible for the overall co-ordination of this meeting. Please contact Sean directly for all other problems or questions.