

# INTERNATIONAL TELECOMMUNICATION UNION

## General Secretariat



27 March 2006

Ref: **Circular Letter No. 100**

CEC/EAU

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To the Member States of the Union

By Fax

Subject: **General information on credentials for delegations to the Plenipotentiary Conference (PP-06), Antalya, Turkey, 6 - 24 November 2006**

Dear Madam/Sir,

The Plenipotentiary Conference (PP-06) will open in Antalya, Turkey, on Monday 6 November 2006. Given the implications of the decisions to be taken by the Conference, I am sure that you will understand just how important it is for your country to participate fully in its work.

Therefore, I would like to remind you of the provisions of Article 31 of the ITU Convention with regard to Credentials.

In accordance with No. 325 of the Convention, accreditation of delegations sent by Member States to the Plenipotentiary Conference shall be by means of written instruments signed by the Head of State, by the Head of Government or by the Minister for Foreign Affairs. The submitted credentials must fulfill at least one of the following criteria:

- confer full powers on the delegation;
- authorize the delegation to represent its government, without restrictions; or
- give the delegation, or certain members thereof, the right to sign the Final Acts.

As a constant practice, credentials sent by fax are found not to be in order by the Plenary Meeting and, according to No. 333 of the Convention, a delegation whose credentials are found not to be in order by the Plenary Meeting shall not be entitled to exercise the right to vote or sign the Final Acts, until the situation has been rectified.

I would also draw your attention to No. 338 of the Convention, which stipulates that credentials and transfers of powers sent by telegram shall not be accepted.

To enable your country to exercise fully its sovereign rights, I invite you to ensure that the competent authorities of your country send to the ITU Secretary-General the **original** of the instrument of accreditation - accompanied, as necessary, by a certified translation in one of the official languages of the Union – **to arrive as soon as possible, and preferably before 27 October 2006**. The ITU Secretary-General will forward these documents to the secretariat of the Credentials Committee. In order to facilitate the work of the Credentials Committee, you will find attached hereto the Note by the Secretary-General regarding the provisions of the Convention (see Annex 1), a model instrument of credentials for use by delegations that covers all the criteria set out in the relevant provisions of the Convention (see Annex 2) and the procedure for depositing credentials (see Annex 3).

Yours faithfully,

Yoshio UTSUMI  
Secretary-General

Annexes: 3

**ANNEX 2**

**MODEL INSTRUMENT OF CREDENTIALS  
FOR DELEGATIONS TO THE**

**PLENIPOTENTIARY CONFERENCE (PP-06),  
ANTALYA, TURKEY, 2006**

**Pursuant to Article 31 of the ITU Convention  
(to be adapted as necessary)**

*The original of the instrument of accreditation – accompanied, as necessary, by a certified translation in one of the official languages of the Union – shall be sent to the ITU Secretary-General, to arrive no later than 27 October 2006,  
or, deposited with the secretariat of the Credentials Committee at the Plenipotentiary Conference, as from 3 November 2006*

(NAME OF MEMBER STATE)

**CREDENTIALS**

We, \_\_\_\_\_ (Head of State / Head of Government / Minister for Foreign Affairs \_\_\_\_\_), hereby certify that the delegation of \_\_\_\_\_ (Member State) to the Plenipotentiary Conference (PP-06), which will be held in Antalya, Turkey, from 6 to 24 November 2006 is fully empowered to represent \_\_\_\_\_ (Member State) without restrictions and to sign the Final Acts on behalf of \_\_\_\_\_ (Member State).

The members of this delegation are:

1. \_\_\_\_\_, Head of Delegation,
2. \_\_\_\_\_, Deputy Head of Delegation,
3. \_\_\_\_\_, Delegate, etc.

Done at \_\_\_\_\_, on \_\_\_\_\_ 2006 by, or on behalf of:

\_\_\_\_\_  
(Signature)

**Official stamp**

*(Head of State/  
Head of Government/  
Minister for Foreign Affairs)*

## **ANNEX 3**

### **Procedure for depositing credentials**

1. Where the Government is able to deposit its credentials ahead of the opening of the Conference, they should be sent by registered mail, **to arrive no later than 27 October 2006**, to the following address:

ITU Secretary-General  
External Affairs Unit  
International Telecommunication Union  
Place des Nations  
CH – 1211 GENEVA 20  
Switzerland

2. Where the Government wishes to deposit its credentials during the Plenipotentiary Conference, they may be deposited, **as from 3 November 2006**, with the secretariat of the Credentials Committee .

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\* The location of the office of the Credentials Committee within the Conference Center will be indicated in the documentation to be provided to delegates upon registration.