



Telecommunication Development Bureau (BDT)

**Second Meeting of the Telecommunication
Development Advisory Group (TDAG)
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STRENGTHENING THE ITU REGIONAL PRESENCE

1. Introduction

- 1.1. The Plenipotentiary Conference (Minneapolis, 1998) adopted Resolution 25 for the strengthening of the ITU's Regional Presence.
- 1.2. Resolution 1143 of the Council (Document C99/118) instructs the Director of BDT to draw up and submit to TDAG, for its opinion, an action plan to give effect to the instructions handed down under *instructs the Director of BDT* in Resolution 25.
- 1.3. The purpose of this document is to submit to TDAG a brief status report on the work done to date to strengthen the regional presence and on the elaboration of the action plan requested by the Council.

2. Actions taken to strengthen the regional presence according to Resolution 25

The actions taken to strengthen the regional presence according to Resolution 25 are described in more details in Document C99/14, submitted to Council to take note. They can be summarised as follows:

- 2.1. In the 1999 Operational plan of the ITU Development sector special provisions have been included in accordance with Resolution 25.
- 2.2. To increase ITU's role and responsibilities in the field, additional functions and appropriate authority have been delegated from Headquarters to the field in areas such as some financial management, human resources management, administrative arrangements and the identification, planning, management and implementation of the projects.
- 2.3. The job descriptions of BDT staff, including field staff, are under revision to be in accordance with the new work organisation and new BDT structure.
- 2.4. In order to enhance the co-ordination between Headquarters and the field offices, steps have been taken to improve electronic communication links between them.
- 2.5. The Director of BDT has initiated a recruitment action in order to fill the vacant posts in the field according to the allocated resources and 3 vacant posts have already been announced.

In addition to the above:

- 2.6. The new BDT structure has been prepared which reflects the increased role of field offices.
- 2.7. The Heads of Regional Offices are personally involved in the work of all policy- and decision-making ITU meetings (Council, TDAG, Study Groups).
- 2.8. The methodology for the elaboration of the Operational plan of the ITU Development sector follows a "bottom-up" approach (the procedure starts with proposals from the field offices).
- 2.9. In order to increase the opportunities for exchange and dissemination of information, inventories of computer equipment in each field office with requests for new hardware/software have been prepared and submitted to the Headquarters and the process of renovation of equipment is under way.

3. Guidelines for further actions and elaboration of an action plan

- 3.1. The action plan requested by Council to be elaborated and included as a specific activity of the Operational plan of the ITU Development sector 2000. (The process of preparation of the Operational plan of the ITU-D 2000 has been initiated, the draft will be ready at the end of the year and will be submitted to TDAG for comments at its next meeting.)
- 3.2. The plan to be based on the instructions given to the Director of BDT by the Plenipotentiary Conference (Minneapolis'98) in Resolution 25 and also to take into account the instructions given to him by the Council in its Resolution 1143.
- 3.3. The plan to provide for further adjustment of the structure of the regional presence (if necessary) and for the achievement of a better balance of work between Headquarters and the regional offices.
- 3.4. The plan to place emphasis on:
 - improvement of regional planning and plans implementation;
 - rational re-delegation of authority and responsibilities between Headquarters and regional offices with the necessary adjustment of resources;
 - ways of improving the effectiveness of the operational processes.

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