



Telecommunication
Development Bureau (BDT)



Ref.: Circular BDT/DDR/DER/078

Geneva, 25 July 2025

To:

- Administrations of ITU Member States
- Palestine (Resolution 99 (Rev. Dubai, 2018))

Subject: Guidelines for the High-Level Segment of the World Telecommunication Development Conference (WTDC-25) in Baku, Republic of Azerbaijan, from 17 to 28 November 2025

Dear Sir/Madam,

Further to the letter dated 12 June 2025 ([Circular BDT/DDR/DER/070](#)), I am pleased to provide you with additional information on the High-Level Segment that will take place at the World Telecommunication Development Conference (WTDC-25), to be held at the Baku Convention Centre, Baku, Republic of Azerbaijan, from 17 to 28 November 2025.

The High-Level Segment at WTDC-25 will provide a unique platform for high-ranking officials from Member States to present their policy statements and express their views on emerging trends and on matters of strategic importance to the development of telecommunications and ICTs for universal connectivity and sustainable digital transformation. Policy statements will be at the level of Ministers, Vice, Deputy or Assistant Ministers or Cabinet Secretaries and the speaking time will be three minutes with the provision that complete statements will be posted on the website of the conference. These High-Level Segment sessions will take place on:

Monday 17 November 2025 from 14h30 to 15h45, and from 16h15 to 17h30

Tuesday 18 November 2025 from 14h30 to 15h45, and from 16h15 to 17h30

In order to express interest and share a policy statement during these segments, Member States are invited to register by **31 October 2025** using the following link : <http://itu.int/go/WTDC-HLS-REQUEST> also provided in **Annex 1**.

I look forward to your participation in the High-Level Segment during WTDC-25.

Yours faithfully,

(Signed)

Cosmas Luckyson Zavazava
Director

Annex 1 – Guidelines for the High-Level Segment

ANNEX 1

GUIDELINES FOR THE HIGH-LEVEL SEGMENT

The High-Level Segment at the World Telecommunication Development Conference (WTDC-25), to be held in Baku, Azerbaijan, from 17 to 28 November 2025, will provide a special platform for high-ranking officials from ITU Member States, for the most part ministers or deputy ministers, to express their views on emerging trends and on matters of strategic importance to the development of the telecommunication and information and communication technology sector.

Schedule of the High-Level Segment:

Monday 17 November 2025: 14h30-15h45 and 16h15-17h30

Tuesday 18 November 2025: 14h30-15h45 and 16h15-17h30

Due to time constraints and in order to give the opportunity to all interested high level representatives, general policy statements will be limited to three (3) minutes per speaker, on the understanding that longer version of the statements will be posted immediately in their entirety on the conference website.

To request for a slot to deliver a policy statement in the High-Level Segment, please use the booking platform made available on the WTDC-25 website. You may **register by 31 October 2025** using the link: <http://itu.int/go/WTDC-HLS-REQUEST>. After sending your request, you will receive a confirmation via e-mail. Please note that once you submit a request for a slot, you will not be able to change it on the booking platform. In the event of a change or cancellation request, you are advised to get in touch with the Secretariat through wtdc-hls@itu.int

Focus of the policy statements

The policy statements should be focused on the theme of WTDC-25, namely “Universal, Meaningful, and Affordable Connectivity for an Inclusive and Sustainable Digital Future,” presenting concrete results of a specific policy, project, or initiative. Statements should also be forward-looking, making recommendations for the future work of the ITU Telecommunication Development Sector (ITU-D).

Logistical arrangements

Speaking slots will be assigned to the selected session in accordance with ITU protocol. Before the conference, you will receive an email notification regarding your allocated speaking slot.

The statement “header” should clearly indicate:

- a. the speaker’s full names;
- b. the speaker’s full title;
- c. the name of the Member State of the speaker;
- d. the session of the High-Level Segment at which the statement will be delivered;
- e. the original language of the statement;
- f. the contact details of the speaker’s focal point.

Speakers delivering policy statements are invited to submit an advance copy of their statement electronically to the ITU focal point Mr Onder Cetinkaya at wtdc-hls@itu.int in the ITU official language(s) of their choice five days before the conference . Advance copies will serve the following three purposes:

- a. help interpreters, considering that the statements will not be translated;
- b. help the company doing the captioning to transcribe names and terminology properly;
- c. speed up the preparation and processing for web posting.

Note : In case of changes to the statement shared earlier with the Secretariat, please send the final version of the statement soon after its delivery by e-mail to wtdc-hls@itu.int. This final version will be posted on the conference website swiftly in the language(s) in which it is submitted.