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|  | **Document RAG/44-E** |
| **31 March 2025** |
| **Original: English** |
| |  | | --- | | Egypt (Arab Republic of) | | PROCEDURES FOR HOSTING ITU-R MEETINGS OUTSIDE GENEVA | | |

# Introduction

Egypt recognizes the need for structured procedures to govern the hosting of ITU-R meetings outside Geneva, particularly in light of the ITU headquarters building project and the need of many of member states for planning its logistical and financial requirements. Clear mechanisms for invitation timelines, consultation, and acceptance procedures are essential to ensure transparency, predictability, and effective participation by all member states.

# Discussion

Resolution 5 (Kyoto, 1994) of the Plenipotentiary Conference and Resolution ITU-R 1-9 establish conditions for hosting ITU-R meetings outside Geneva, including cost coverage and provision of adequate facilities by the host government. However, these resolutions do not define a clear process for submitting, reviewing, and accepting invitations, nor do they specify a timeline for consultation with member states. The absence of structured procedures can create uncertainty, making it difficult for some administrations to plan participation, secure additional travel budgets, and manage visa requirements, which vary across different countries.

To address these challenges, invitations to host ITU-R meetings outside Geneva should be submitted well in advance, preferably at least one year before the proposed meeting date. Whenever possible, these invitations should be discussed at a preceding Study Group or Working Party meeting. If such discussion is not feasible, a written consultation process could be conducted by BR to gather feedback from member states before a final decision is made. This approach will allow administrations to evaluate logistical, financial, and visa-related implications in a timely manner, ensuring inclusive and well-prepared participation.

# Proposal

Egypt proposes that RAG provide guidance to BR on establishing a governing procedure for hosting ITU-R meetings outside Geneva, ensuring that invitations are submitted and reviewed at least one year in advance. These invitations should be discussed at a previous Study Group or Working Party meeting or, if necessary, through a written consultation process with member states. Additionally, member states willing to host meetings should be encouraged to express their interest early to facilitate coordination and decision-making. Implementing these measures will enhance transparency, predictability, and inclusivity while ensuring that ITU-R meetings continue to be effectively organized regardless of location.

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