



General Secretariat (SG)

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Ref.: **CL-19/57**
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ITU Member States

Subject: **Consultation on further improvement of the ITU Plenipotentiary Conference**

Dear Sir/Madam,

At its 2019 session, the Council noted the report of the secretariat on the 2018 Plenipotentiary Conference ([C19/4](#)) highlighting the improvements accomplished and a contribution from the United Arab Emirates and the Kingdom of Saudi Arabia ([C19/101](#)) on the suggested improvements to the work of the Plenipotentiary Conference.

The Council further requested the secretariat to continue to look at measures to improve the work of the plenipotentiary conference (PP) and possible reduction of its duration, taking into account in its preparation possible legal and financial consequences, and prepare a report to the next Council.

With a view to prepare this report for the Council, I would therefore like to invite Member States to submit contributions and views on measures that would make PP more efficient, in particular regarding the following areas and suggested issues for consideration (*kindly note that improvement of the electoral process will be subject to a separate consultation*):

1) Strengthening inter-regional preparations

- How to facilitate inter-regional negotiation before the conference?
- Should the inter-regional preparatory process be regularized and, if so, how?
- Could it be a step towards reducing the duration of the conference?
- Should the secretariat support the inter-regional preparatory process further and, if so, how?
- Should cooperation with the regional telecommunication organizations (RTOs) and the secretariat be strengthened on the occasion of a regional preparatory meeting?

2) Preparation and training of delegates

- What are the training needs of delegations: on subjects such as elections, techniques of chairing meeting, the Rules of Procedures, overall training for new delegates?
- What kind of support do delegates expect from the secretariat?
- Would RTOs and Member States be interested to host and co-organize training of delegates?
- Should these trainings be held during the regional or inter-regional preparatory meetings?

3) Green conference

- How could the [UN Sustainability Strategy 2020-2030](#) be further implemented in the context of the PP? For example, the Strategy calls for all large UN events (over 300 attendees) to be

sustainable and climate neutral. As such, how can GHG emissions be reduced (and offset) for PP?

- How could sustainability requirements be integrated into the host country agreement and negotiations, while also considering the local context?

When preparing contributions, Member States are encouraged to share ideas and best practices they could be aware of in other fora and events, including other ITU conferences. They are also invited to consult previous documents on the PP modernization ([C16/4](#), [C17/4\(/Rev.1\)](#), [C17/INF/6](#), [C17/DL/8](#)).

Contributions should be sent to contributions@itu.int by **29 February 2020**.

It will be my pleasure to consolidate submitted views to have them reviewed at the 2020 Council Session to be held from 9 to 19 June 2020.

Yours sincerely,

(Signed)

Houlin Zhao
Secretary-General