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| **Council Working Group on Financial and Human Resources****Eleventh meeting – Geneva, 3 and 4 February 2020** |  |
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|  | **Document CWG-FHR-11/2** |
| **20 December 2019** |
| **English only** |

**Contribution by the Secretariat**

DRAFT

REVISED POLICY FOR AWARDING FELLOWSHIPS FOR EVENTS AND ACTIVITIES FUNDED THROUGH THE ITU REGULAR BUDGET AND
REVISED LIST OF ELIGIBLE COUNTRIES

This report comprises a draft-revised policy for awarding fellowships for events and activities funded through the ITU regular budget and a revised list of eligible countries.

**Summary**

The Council at its session in June 2019 tasked its Council Working Group on Financial and Human Resources (CWG-FHR) to examine matters related to fellowships. At its tenth session in September 2019, CWG-FHR considered the following:

1. [Document CWG-FHR 10/14](file:///C%3A%5CUsers%5Cjouvenet%5CDesktop%5CS19-CWGFHR10-C-0014%21%21MSW-E.docx): *Practices of United Nations and UN specialized agencies and intergovernmental organization fellowship policies*. This document highlights the broad consensus of these organizations in terms of selection criteria for fellowships: academic meritocracy, professional aptitude, linguistic proficiency, leadership potential, long-term commitment of a candidate to the country’s national capacity development needs, gender balance, and fair geographical distribution. In most organizations, fellowships are awarded only to candidates nominated by their governments.
2. [Document CWG-FHR-10/2](file:///C%3A%5CUsers%5Cjouvenet%5CDesktop%5CS19-CWGFHR10-C-0002%21%21MSW-E.docx): *Improving, promoting, and strengthening ITU fellowships* and its annex, comprising a revised list of Member States eligible for fellowships funded through the ITU regular budget. This document provides an overview on fellowships, their objective, eligibility, selection criteria and their importance as a potentially effective tool for enhancing capacity building in the light of rapid technological innovation and increased convergence of services.
3. [Document CWG-FHR-10/3](file:///C%3A%5CUsers%5Cjouvenet%5CDesktop%5CS19-CWGFHR10-C-0003%21%21MSW-E.docx): *Measures to improve, promote and strengthen ITU fellowships* (Resolution 213 (Dubai, 2018)). This document is a reproduction of Resolution 213 and was provided to the meeting for information purposes.
4. [Document CWG-FHR-10/4](file:///C%3A%5CUsers%5Cjouvenet%5CDesktop%5CS19-CWGFHR10-C-0004%21%21PDF-E.pdf): *Service Order No. 07/05 on policy for awarding fellowships for activities funded through the ITU regular budget*. This Service Order, which has been in force since March 2007, was reproduced for information purposes.
5. [Document CWG-FHR-10/12](file:///C%3A%5CUsers%5Cjouvenet%5CDesktop%5CS19-CWGFHR10-C-0012%21%21MSW-E.docx): Contribution by Ghana - *Proposed amendments to measures to improve, promote and strengthen ITU fellowships*. This contribution seeks to improve accountability and transparency in the eligibility, application and award procedures as well as to establish a clear definition and application of the criteria for granting fellowships. It also stresses the importance of efficient planning, control and reporting.
6. [Document CWG-FHR-10/13](file:///C%3A%5CUsers%5Cjouvenet%5CDesktop%5CS19-CWGFHR10-C-0013%21%21MSW-E.docx): Contribution by El Salvador *- Proposal for eligibility criteria, award and selection of fellowships for activities financed from the regular budget of ITU*. This contribution mainly focuses on the criteria for eligibility, selection and award of fellowships and reproduces verbatim a number of criteria found in Document CWG-FHR 10/2. It makes new proposals, for example, that members wishing to apply for an ITU fellowship must not have any type of debt related to the contributions derived from their contributory unit.

**Action required**

The draft-revised policy takes into account the comments made during the September 2019 meeting and in particular on Document CWG-FHR-10/2. CWG-FHR is invited to consider and endorse the draft-revised policy for awarding fellowships for events and activities funded through the ITU regular budget and to also endorse the revised list of eligible countries provided in annex for information purposes. Once approved by the Council, the list will be posted on the fellowship website as a link and updated as and when the status of countries change following decisions of the United Nations.

**Draft**

**Revised policy for awarding fellowships for events and activities funded through the ITU regular budget and revised list of eligible countries**

A fellowship in the United Nations system is a specially tailored or selected training activity that provides a monetary grant to a qualified individual for the purpose of fulfilling special learning objectives.

In the ITU context, fellowships are further intended to promote inclusiveness and participation by Member States[[1]](#footnote-1) in ITU events and activities, which also include trainings, study-tours and in-service trainings, the primary objective being to enhance expertise in telecommunications and information and communication technologies, particularly in developing countries.

The following policy applies to fellowships funded through the ITU regular budget and awarded to eligible Member States requesting financial support from the Union to attend ITU events and activities that offer fellowship opportunities. Such events and activities, organized by the General Secretariat or by any of the three Bureaux will be published on a dedicated website for fellowships.

Within the approved budget for the event or activity in question, and within the stipulated deadline for the receipt of requests, the following criteria shall apply:

1. Member States eligible to receive ITU fellowships are those classified by the United Nations as developing countries, which also include the least developed countries, small island developing States, landlocked developing countries and countries with economies in transition.
2. Consideration to grant fellowships to high-income developing countries on the list shall only be made subject to available resources and after first fulfilling requests from other eligible Member States listed as low-income, lower-middle-income, and upper-middle-income developing countries.
3. Member States wishing to apply for an ITU fellowship must not have any type of debt related to the contributions derived from their contributory unit, except those who have agreed to a repayment plan and are in compliance with their obligations.
4. A fellowship application shall be made online and duly approved by a national designated focal point and/or a senior official from an administration of a Member State.
5. In awarding a fellowship, account shall be taken of:
* The candidate’s professional background, current position and the practical use the beneficiary intends to make of the knowledge and experience to be gained.
* The long-term commitment of a candidate to the country’s national capacity development needs.
* The candidate’s academic meritocracy.
* The candidate’s linguistic proficiency.
* The candidate’s leadership potential.
* The candidate’s conduct, in terms of presence and commitment, during any previous event or activity for which a fellowship was granted.
* Candidates that make a significant contribution to the work of the event or activity, including written contributions.
1. One full fellowship, or one or two partial fellowships can be granted per eligible Member State for an event or an activity.

A full fellowship includes one return economy class air ticket by the most direct and economical route from the duty station to the venue of the event or activity as well as an appropriate daily subsistence allowance to cover accommodation, meals and incidental expenses based on the rates established by the International Civil Service Commission (ICSC).

A partial fellowship covers either a return economy class air ticket or a daily subsistence allowance. In the case of partial fellowships, ITU will bear the cost of air tickets or daily subsistence allowances; the Member State concerned shall cover the remainder of the fellowship. Partial fellowships are to be encouraged to the extent possible to ensure efficient use of the available funds.

1. Trainings, study-tours and in-service trainings may incur training charges which shall be included in the cost of the fellowship.
2. To ensure good governance in the use of fellowships, any one individual may not be awarded more than one full fellowship, or two partial fellowships in a financial year. In this respect, the amount granted to any one individual shall not exceed ten thousand (10 000) Swiss Francs in a financial year.
3. Fellowships shall be awarded in a fair and transparent manner with a view to maintaining equitable geographical distribution, gender balance and the inclusion of people with disabilities and people with specific needs[[2]](#footnote-2). In particular, the fellowship programme should be expanded in order to enable people with disabilities and with specific needs to participate in the events and activities of ITU.
4. The highest-ranking officials (Head of State, Head of Government, Minister, Vice-Minister, Secretary of State or equivalent, high-ranking diplomats) shall not be considered for fellowships.
5. Fellowships shall not be granted for treaty-making conferences (Plenipotentiary Conferences, World and Regional Radiocommunication Conferences and World Conferences on International Telecommunications) and for the ITU Council.

The above criteria shall be indicated clearly in the invitation letters for events and activities offering fellowship opportunities.

In line with the relevant provisions of Resolution 213 (Dubai, 2018) of the Plenipotentiary Conference on measures to improve, promote and strengthen ITU fellowships:

1. an annual report shall be prepared to the ITU Council covering, *inter alia*, information and analysis on ITU Sectors and the General Secretariat; number of fellowships awarded per region and per country; gender; people with disabilities and people with specific needs; and on expenses.
2. Member States shall be encouraged, through invitation letters for events and activities offering fellowships, to consider gender balance and the inclusion of persons with disabilities and persons with specific needs when proposing candidates for fellowships.

A dedicated website for fellowships shall serve as a one-stop shop for all information on ITU fellowships, including an annual list of events and activities offering fellowship opportunities, statistical reports as well as guidelines for fellowship beneficiaries.

**Member States eligible for fellowships funded through the ITU regular budget**

Member States eligible for fellowships are those classified by the United Nations[[3]](#footnote-3) as developing countries. These include the least developed countries, small island developing States, landlocked developing countries (Table 1) and countries with economies in transition (Table 2).

**Table 1**

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| --- | --- |
|  | **Developing countries** |
|  | **Country** | **Least developed countries** | **Small island developing States** | **Landlocked developing countries** |
| **Africa** | **Low-income (USD 995 or less)** |
| Benin | **✓** |  |  |
| Burkina Faso | **✓** |  | **✓** |
| Burundi | **✓** |  | **✓** |
| Central African Rep. | **✓** |  | **✓** |
| Chad | **✓** |  | **✓** |
| Dem. Rep. of the Congo | **✓** |  |  |
| Eritrea | **✓** |  |  |
| Ethiopia | **✓** |  | **✓** |
| Gambia | **✓** |  |  |
| Guinea | **✓** |  |  |
| Guinea-Bissau | **✓** | **✓** |  |
| Liberia | **✓** |  |  |
| Madagascar | **✓** |  |  |
| Malawi | **✓** |  | **✓** |
| Mali | **✓** |  | **✓** |
| Mozambique | **✓** |  |  |
| Niger | **✓** |  | **✓** |
| Rwanda | **✓** |  | **✓** |
| Senegal | **✓** |  |  |
| Sierra Leone | **✓** |  |  |
| South Sudan | **✓** |  | **✓** |
| Tanzania | **✓** |  |  |
| Togo | **✓** |  |  |
| Uganda | **✓** |  | **✓** |
| Zimbabwe |  |  | **✓** |
| **Lower-middle-income (USD 996 - USD 3895)** |
| Angola | **✓** |  |  |
| Cabo Verde |  | **✓** |  |
| Cameroon |  |  |  |
| Congo (Rep. of the) |  |  |  |
| Côte d’Ivoire |  |  |  |
| Eswatini |  |  | **✓** |
| Ghana |  |  |  |
| Kenya |  |  |  |
| Lesotho | **✓** |  | **✓** |
| Nigeria |  |  |  |
| Sao Tome and Principe | **✓** | **✓** |  |
| Zambia | **✓** |  | **✓** |
| **Upper-middle-income (USD 3896 - USD 12 055)** |
| Botswana |  |  | **✓** |
| Equatorial Guinea |  |  |  |
| Gabon |  |  |  |
| Mauritius |  | **✓** |  |
| Namibia |  |  |  |
| South Africa |  |  |  |
| **High-income (USD 12 056 and above)** |
| Seychelles |  | **✓** |  |

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|  | **Developing countries** |
|  | **Country** | **Least developed countries** | **Small island developing States** | **Landlocked developing countries** |
| **Americas** | **Low-income (USD 995 or less)** |
| Haiti | **✓** | **✓** |  |
| **Lower-middle-income (USD 996 - USD 3895)** |
| Bolivia (Plurinational State of) |  |  | **✓** |
| El Salvador |  |  |  |
| Honduras |  |  |  |
| Nicaragua |  |  |  |
| **Upper-middle-income (USD 3896 - USD 12 055)** |
| Belize |  | **✓** |  |
| Brazil |  |  |  |
| Colombia |  |  |  |
| Costa Rica |  |  |  |
| Cuba |  | **✓** |  |
| Dominica |  | **✓**   |  |
| Dominican Rep. |  | **✓** |  |
| Ecuador |  |  |  |
| Grenada |  | **✓**   |  |
| Guatemala |  |  |  |
| Guyana |  | **✓** |  |
| Jamaica |  | **✓** |  |
| Mexico |  |  |  |
| Paraguay |  |  | **✓** |
| Peru |  |  |  |
| Saint Lucia |  | **✓**   |  |
| Saint Vincent and the Grenadines |  | **✓**   |  |
| Suriname |  | **✓** |  |
| Venezuela |  |  |  |
| **High-income (USD 12 056 and above)** |  |  |
| Antigua and Barbuda |  | **✓**   |  |
| Argentina |  |  |  |
| Bahamas |  | **✓** |  |
| Barbados |  | **✓** |  |
| Chile |  |  |  |
| Panama |  |  |  |
| Saint Kitts and Nevis |  | **✓** |  |
| Trinidad and Tobago |  | **✓** |  |
| Uruguay |  |  |  |
| **Arab States[[4]](#footnote-4)** | **Low-income (USD 995 or less)** |
| Comoros | **✓** | **✓** |  |
| Somalia | **✓** |  |  |
| Syrian Arab Republic |  |  |  |
| Yemen | **✓** |  |  |
| **Lower-middle-income (USD 996 - USD 3895)** |
| Djibouti | **✓** |  |  |
| Egypt |  |  |  |
| Mauritania | **✓** |  |  |
| Morocco |  |  |  |
| Sudan | **✓** |  |  |
| Tunisia |  |  |  |
| **Upper-middle-income (USD 3896 - USD 12 055)** |
| Algeria |  |  |  |
| Iraq |  |  |  |

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| --- | --- |
|  | **Developing countries** |
|  | **Country** | **Least developed countries** | **Small island developing States** | **Landlocked developing countries** |
| **Arab States1** | Jordan |  |  |  |
| Lebanon |  |  |  |
| Libya |  |  |  |
| **High-income (USD 12 056 and above)** |
| Bahrain |  | **✓** |  |
| Kuwait |  |  |  |
| Oman |  |  |  |
| Qatar |  |  |  |
| Saudi Arabia |  |  |  |
| United Arab Emirates |  |  |  |
| **Asia-Pacific** | **Low-income (USD 995 or less)** |
| Afghanistan | **✓** |  | **✓** |
| Dem. People’s Rep. of Korea |  |  |  |
| Nepal (Republic of) | **✓** |  | **✓** |
| **Lower-middle-income (USD 996 - USD 3895)** |
| Bangladesh | **✓** |  |  |
| Bhutan | **✓** |  | **✓** |
| Cambodia | **✓** |  |  |
| India |  |  |  |
| Indonesia |  |  |  |
| Kiribati | **✓** | **✓** |  |
| Lao P.D.R. | **✓** |  | **✓** |
| Micronesia |  | **✓**   |  |
| Mongolia |  |  | **✓** |
| Myanmar | **✓** |  |  |
| Pakistan |  |  |  |
| Papua New Guinea |  | **✓** |  |
| Philippines |  |  |  |
| Solomon Islands | **✓** | **✓** |  |
| Sri Lanka |  |  |  |
| Timor-Leste | **✓** | **✓** |  |
| Vanuatu | **✓** | **✓** |  |
| Viet Nam |  |  |  |
| **Upper-middle-income (USD 3896 - USD 12 055)** |
| China |  |  |  |
| Fiji |  | **✓** |  |
| Iran (Islamic Republic of) |  |  |  |
| Malaysia |  |  |  |
| Maldives |  | **✓** |  |
| Marshall Islands |  | **✓**   |  |
| Nauru |  | **✓**   |  |
| Samoa |  | **✓** |  |
| Thailand |  |  |  |
| Tonga |  | **✓** |  |
| Tuvalu | **✓** | **✓** |  |
| **High-income (USD 12 056 and above)** |
| Brunei Darussalam |  |  |  |
| Korea (Rep. of) |  |  |  |
| Singapore |  | **✓** |  |
| **Europe** | **Upper-middle-income (USD 3896 - USD 12 055)** |
| Turkey |  |  |  |
| **High-income (USD 12 056 and above)** |
| Israel |  |  |  |

Source: Adapted from the United Nations report *World Economic Situation and Prospects 2019*.

**Table 2**

| *C* | **Countries with economies in transition** |
| --- | --- |
|  | **Country** | **Least developed countries** | **Small island developing States** | **Landlocked developing countries** |
| **CIS** | **Low-income (USD 995 or less)** |
| Tajikistan |  |  | **✓** |
| **Lower-middle-income (USD 996 - USD 3895)** |
| Kyrgyzstan |  |  | **✓** |
| Uzbekistan |  |  | **✓** |
| **Upper-middle-income (USD 3896 - USD 12 055)** |
| Armenia |  |  | **✓** |
| Azerbaijan |  |  | **✓** |
| Belarus |  |  |  |
| Kazakhstan  |  |  | **✓** |
| Russian Federation |  |  |  |
| Turkmenistan |  |  | **✓** |
| **Europe** | **Lower-middle-income (USD 996 - USD 3895)** |
| Georgia |  |  |  |
| Moldova |  |  | **✓** |
| Ukraine |  |  |  |
| **Upper-middle-income (USD 3896 - USD 12 055)** |
| Albania |  |  |  |
| Bosnia and Herzegovina |  |  |  |
| Montenegro  |  |  |  |
| North Macedonia |  |  | **✓** |
| Serbia |  |  |  |

Source: Adapted from the United Nations report *World Economic Situation and Prospects 2019*.

**\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**

1. This policy shall apply, *mutatis mutandis*, to fellowships awarded to the State of Palestine, Resolution 99 (Rev. Dubai, 2018). [↑](#footnote-ref-1)
2. Within the context of this policy, the expression “people with specific needs” shall be understood to include indigenous people. [↑](#footnote-ref-2)
3. United Nations report World Economic Situation and Prospects 2019, published in January 2019. In the report, countries with a gross national income (GNI) per capita of USD 995 or less are classified as low-income countries; those with a GNI per capita between USD 996 and USD 3895 as lower-middle-income countries and between USD 3896 and USD 12 055 as upper-middle-income countries; and those with a GNI per capita of USD 12 056 and above as high-income countries. [↑](#footnote-ref-3)
4. This list shall apply mutatis mutandis to the State of Palestine, Resolution 99 (Rev. Dubai, 2018), a lower-middle-income economy. [↑](#footnote-ref-4)