



## General Secretariat (SG)

Geneva, 18 February 2021

Ref: **DM-21/1005**  
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To Member States of ITU Council

Subject: **Proposed list of items to be included in the draft agenda for the next Virtual Consultation of Councillors (C21\VCC-1)**

Dear Madam/Sir,

In accordance with [Council Decision 620](#), the 2021 Session of the Council is planned to be held at ITU Headquarters in Geneva from 8 to 18 June 2021. In view of the COVID-19 pandemic still resulting in restrictions on work and travel, it seems that holding a physical meeting of the Council in June would be highly unlikely.

After informal consultations with regional groups, the Vice-Chair of the Council, and the Secretary-General, in order to ensure business continuity, I propose to organize another virtual consultation of councillors (C21\VCC-1) during the period initially agreed for the physical session of the Council from 8 to 18 June 2021. The Virtual Consultation of Councillors will follow the same format as the two VCCs held in 2020, as outlined in [Annex 1](#). The virtual consultation will only draw proposed conclusions pending formal decisions by correspondence.

Regarding the draft agenda of this virtual consultation, I would like your feedback on items to be reviewed at this consultation.

[Annex 2](#) contains all items that were to be reviewed during the 2021 physical session of Council. The secretariat proposes to organize the items in two groups: group 1 (urgent items for which a decision is needed before the end of 2021 and should be included on the draft agenda of the C21\VCC-1) and group 2 (items to be postponed to the Council session in 2022).

I invite Member States of the Council to review the proposal in [Annex 2](#), and indicate **by 12 March 2021** whether or not they agree with the proposed grouping or if they would like to propose any change. Member States should also inform the secretariat if they wish to add an agenda item not included in the list.

Based on the responses, a draft Agenda of the virtual consultation will be communicated to Member States. A draft Time Management Plan will also follow, taking into account the concerns of the Member States regarding the duration of the event while keeping in mind that the biennial budget will need to be discussed. It will not exceed nine days.

I hope you agree with the proposed approach. I count on your active participation and goodwill to ensure that this Virtual Consultation of Councillors be as constructive and successful as the previous ones.

Looking forward to receiving your comments on the proposed list of items to be included in the draft agenda of the forthcoming Virtual Consultation of Councillors.

*(signed)*

Dr Elsayed Azzouz  
Chair of the Council

**Annexes: 3**

- [Annex 1](#) - Proposed organization of the Virtual Consultation of Councillors
- [Annex 2](#) - Proposed list of items for the draft agenda of the Virtual Consultation of Councillors

## ANNEX 1

### **Proposed organization of the next consultation of councillors (C21\VCC-1)**

The virtual consultation is held in an organized manner in line with Article 3.1 of the Rules of Procedures of the Council.

*3.1 Between sessions, councillors may consult each other by correspondence:*

- *either informally,*
- *or in an organized manner, through the offices of the chairman or, if the chairman is not available, the Vice-Chairman of the Council, with the assistance of the Secretary-General.*

#### Draft Agenda

To ensure business continuity, the virtual consultation will address agenda items considered as urgent.

You will find in [Annex 2](#) the items that the secretariat considered as urgent (Group 1) and proposes to be discussed at C21\VCC-1. It also includes the list of items the secretariat proposes to be addressed at the next physical session in 2022 (Group 2).

Time Management Plan will be available on the Council website in advance of the virtual consultation.

#### Chairmanship

It is proposed that the Vice-Chair of the Council, Mr Saif Bin Ghelaita, continue to lead the discussions, as he successfully did during the previous VCCs.

#### Participation

The virtual consultation will be open to all members of the delegations of Council Member States, Observer Member States, Observer from the State of Palestine, and the nine Sector Members which will have been nominated for Council 2021 (3 per Sector).

#### Deadline for input Documents from the Secretariat

Documents from the secretariat will be posted in line with Decision 5 (Rev. Dubai, 2018) and Council Dec 556 (MOD C16) – Submission of documentation to Council sessions.

#### Deadline for Contributions from Member States

Member States will be able to send contributions on items which will be retained in Group 1 no later than 14 days before the VCC, **25 May 2021**, to [contributions@itu.int](mailto:contributions@itu.int). Contributions should be short (2 pages maximum).

#### Conduct of the discussion

- The virtual consultation will be of a strict consultative and non-decisional nature.
- In the discussion, the floor will be given in priority to Member States of the Council.
- If a consensus is not reached and any one Council Member State wants a document or conclusion deferred, it will be moved to the subsequent physical Council session in 2022.
- If during the discussion of a document on the agenda in the virtual consultation, a consensus is not reached and any one Council Member State proposes to suspend discussion or objects to the proposed conclusion on the document, it will be deferred to the subsequent physical Council session in 2022.

- Member States will still be able to take the floor to make an intervention during the discussions even if they have not sent in a contribution.

#### Outcome

- The virtual consultation will be of strict consultative nature and will not take any decisions. It will only draw proposed conclusions pending formal decisions at the subsequent physical Council session in 2022. Proposed conclusions will be compiled in a report to be submitted by the Secretary-General as an input document for consideration to the subsequent physical session of the Council in 2022.
- It is understood that no proposed conclusion will be final, and that the discussion could be reopened on the occasion of the subsequent physical session in 2022 on any conclusion.
- For proposed conclusions on items that would call for an urgent decision by the Council and that cannot wait for a physical meeting, the virtual consultation could give orientations to the Chair of the Council and the Secretary-General, on the opportunity to activate the procedure to take decisions by correspondence as per rules 3.2 of the Rules of Procedure of the Council. If need be, the usual procedure for decision by correspondence would be followed. A simple majority of Council Member States having the right to vote would apply.

#### Date and duration

- The virtual consultation will start on 8 June 2021, from 12:00-15:00 Geneva time.
- The actual duration will be proposed based on the replies from Member States on the agenda items but will not exceed nine days.

#### IT support to be provided

- Interprefy platform, captioning, and webcast.
- There will be full interpretation in 6 languages using Interprefy.
- Individual IT support by email, chat, and telephone.

#### Registration

Registration is mandatory to be able to participate online. Registration will open on 8 April at <https://www.itu.int/en/council/2021/Pages/default.aspx> .

Registered participants will receive guidelines and links to join the virtual consultation in due course.

Names of “speakers” should be sent to [sg-registration@itu.int](mailto:sg-registration@itu.int).

## ANNEX 2

### Proposed list of items on draft agenda of the next virtual consultation of councillors

The proposed list contains all items that were to be reviewed at the physical session of Council 2021. The secretariat suggests a grouping of item as follows:

**Group 1)** Urgent items for which a decision is needed before the end of 2021 and to be included on C21\VCC-1 draft agenda;

**Group 2)** Documents to be postponed to C22 physical meeting;

Member States should inform the secretariat **by 12 March 2021** on their choice of grouping of document by indicating 1 or 2 in the far-right column. They should also inform the secretariat if they wish to add an agenda item not included in the list.

|    | Agenda item | Title   | Treated at previous VCCs | Doc. No.<br>(C20 to be linked to C21 doc) | Proposed document group<br>(1, 2) | Suggestion by Member States of Council<br>(1, 2) |
|----|-------------|---|--------------------------|---|-----------------------------------|--|
| 1  | PL 1.01     | Report on the outcomes of the CWG-WSIS&SDG activities ( <i>Res. 140, R 1281, R 1332(MOD), R 1334 (MOD), including its implementation</i> )            | yes                      | <b>C21/8</b>                              | <b>1</b> (Approved as package)    |  |
| 2  | PL 1.02     | Report by the Chair of the Council Working Group on International Internet-Related Public Policy Issues (CWG-Internet) ( <i>R 1305, R 1336(MOD)</i> ) | yes                      | <b>C21/51</b>                             | <b>1</b> (Approved as package)    |  |
| 3  | PL 1.03     | ITU Internet activities: Resolutions 101, 102, 133 and 180 ( <i>including R 102, instructs the Council, 1</i> )                                       | no                       | C20/33<br><b>C21/33</b>                   | <b>1</b>                          |  |
| 4  | PL 1.04     | ITU activities on strengthening the role of ITU in building confidence and security in the use of ICTs ( <i>Res. 130, 174</i> )                       | no                       | C20/18<br><b>C21/18</b>                   | <b>1</b>                          |  |
| 5  | PL 1.04     | Report on how ITU is currently utilizing the GCA framework  | no                       | C20/36<br><b>C21/36</b>                   | <b>1</b>                          |  |
| 6  | PL 1.04     | Guidelines for the utilization of the GCA by ITU  | no                       | C20/65<br><b>C21/65</b>                   | <b>1</b>                          |  |
| 7  | PL 1.05     | Report of the Council Working Group on Child online protection ( <i>Res. 179, R 1306 (MOD)</i> )  | yes                      | <b>C21/57</b>                             | <b>1</b> (Approved as package)    |  |
| 8  | PL 1.06     | Report of the Council Working Group on Languages ( <i>Res. 154, R 1372 MOD</i> )  | yes                      | <b>C21/12</b>                             | <b>1</b> (Approved as package)    |  |
| 9  | PL 1.07     | Report from EG-ITRs ( <i>Res. 146, R1379 (MOD)</i> )  | no                       | C20/26<br><b>C21/26</b>                   | <b>1</b> (Approved as package)    |  |
| 10 | PL 1.08     | List of candidature for Chairs and Vice-Chairs of CWGs, EGs, IEGs   | yes                      | <b>C21/21</b>                             | <b>1</b>                          |  |
| 11 | PL 1.09     | ITU's activities related to Resolution 70 (Rev. Dubai, 2018)  | no                       | C20/6<br><b>C21/6</b>                     | <b>1</b>                          |  |
| 12 | PL 1.10     | Draft four-year operational plan for the General Secretariat for 2021-2024 (CV 87A, 181A, 205A, 223A) (R 1390)  | no                       | C20/28<br><b>C21/28</b>                   | <b>1</b>                          |  |
| 13 | PL 1.11     | Updated ITU accessibility policy  | -                        | <b>C21/#</b>                              | <b>2</b>                          |  |
| 14 | PL 2.01     | Report on ITU Telecom World events ( <i>Res. 11, R 1292</i> )   | no:                      | C20/19R1<br><b>C21/19</b>                 | <b>1</b>                          |  |

|    | Agenda item | Title  | Treated at previous VCCs | Doc. No.<br>(C20 to be linked to C21 doc) | Proposed document group<br>(1, 2) | Suggestion by Member States of Council<br>(1, 2) |
|----|-------------|--|--------------------------|---|-----------------------------------|--|
| 15 | PL 2.01     | Report on the hiring of an independent external management consultancy, including recommendations and various strategies (Res. 11, resolves 3)                 | yes                      | C20/10<br><b>C21/10</b>                   | <b>1</b>                          |  |
| 16 | PL 2.02     | World Telecommunication and Information Society Day (Res. 68)  | yes                      | <b>C21/17</b>                             | <b>1</b>                          |  |
| 17 | PL 2.03     | Proposed improvements to PP  | no                       | C20/13<br><b>C21/13</b>                   | <b>1</b>                          |  |
| 18 | PL 2.04     | Implementation of PP Com 5 Rec 6 & 7 (electoral process)   | no                       | C20/4<br><b>C21/4</b>                     | <b>2</b>                          |  |
| 19 | PL 2.04     | Ethical guidelines on campaigning activities   | no                       | <b>C21/66</b>                             | <b>1</b>                          |  |
| 20 | PL 2.05     | Report on RA-19 and WRC-19   | yes                      | C20/27<br><b>C21/27</b>                   | <b>2</b>                          |  |
| 21 | PL 2.06     | Proposed dates and duration of the 2022, 2023, 2024, 2025, 2026, and 2027 sessions of the Council and the CWG clusters for 2021 and 2022 (Res. 77, 111, D 612) | yes                      | <b>C21/2</b>                              | <b>1</b>                          |  |
| 22 | PL 2.07     | Schedule of future conferences, assemblies and meetings of the Union: 2021-2024 (Res. 77, 111)   | yes                      | <b>C21/37</b>                             | <b>1</b>                          |  |
| 23 | PL 2.08     | Preparations for WTSA-20 (D 608)   | yes                      | <b>C21/24</b>                             | <b>1</b>                          |  |
| 24 | PL 2.09     | Preparations for WTPF-21 (Res. 2, D 611)   | yes                      | <b>C21/5</b>                              | <b>1</b>                          |  |
| 25 | PL 2.10     | Preparations for WTDC-21 (D 609)   | yes                      | <b>C21/30</b>                             | <b>1</b>                          |  |
| 26 | PL 2.11     | Preparations for the Plenipotentiary Conference (Bucharest, 2022)  | -                        | <b>C21/#</b>                              | <b>1</b>                          |  |
| 27 | PL 2.12     | Preparations for World Radiocommunication Conference 2023  | yes                      | <b>C21/55</b>                             | <b>1</b>                          |  |
| 28 | PL 3.01     | Report on the implementation of the strategic plan and the activities of the Union for 2020-2021 (CV 61, CV 102, CV 82)  | no                       | C20/35<br><b>C21/35</b>                   | <b>1</b>                          |  |
| 29 | PL 3.01     | Elaboration of the Strategic and Financial Plans for the Union for 2024 - 2027   | -                        | <b>C21/64</b>                             | <b>1</b>                          |  |
| 30 | PL 3.02     | New ITU index  | Yes                      | <b>C21/62</b>                             | <b>2</b>                          |  |
| 31 | PL 3.03     | Covid situation  | yes, but still necessary | <b>C21/#</b>                              | <b>1</b>                          |  |
| 32 | PL 3.04     | Report on the Standing Committee on Administration and Management  | -                        | -   | -                                 |  |
| 33 | PL 3.05     | Compilation of the outcomes of discussions of VCCs   | -                        | C21/14                                    | <b>2</b>                          |  |
| 34 | PL 4.01     | Obsolete Council Resolutions & Decisions   | no                       | C20/3<br><b>C21/3</b>                     | <b>2</b>                          |  |
| 35 | PL 4.02     | Proposed amendments to Rules of procedure of Council regarding calculation of majority for consultation by correspondence                                      | -                        | <b>C21/#</b>                              | <b>1</b>                          |  |
| 36 | ADM 1       | Draft Biennial budget of the International Telecommunication Union for 2022-2023   | -                        | <b>C21/65</b>                             | <b>1</b>                          |  |
| 37 | ADM 1       | Preliminary value of the contributory unit for financial plan 2024-2027  |                          | <b>C21/56</b>                             | <b>1</b>                          |  |
| 38 | ADM 1       | Unfunded Mandatory Activities (UMAC)   |                          | <b>C21/49</b>                             | <b>1</b>                          |  |

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|----|-------------|---|--------------------------|---|-----------------------------------|--|
| 39 | ADM 1       | Revenue and expenses (Dec. 5): Annual review of revenue & expenses (Dec. 5) and Efficiency measures   | no                       | C20/9<br><b>C21/9</b>                     | <b>2</b>                          |  |
| 40 | ADM 2       | Cost Recovery for the processing of Satellite network Filings (D 482(MOD))  | yes                      | C20/16<br><b>C21/16</b>                   | <b>2</b>                          |  |
| 41 | ADM 3       | Provisional participation of entities dealing with telecommunication matters in the activities of ITU   | no                       | C20/20<br><b>C21/20</b>                   | <b>1</b>                          |  |
| 42 | ADM 4       | Report by the Chairman of the Council Working Group on Financial and Human Resources (CWG-FHR) (D 558, D 563(MOD)) (Res. 151, 152, 158, 169, 170)   | yes                      | <b>C21/50</b>                             | <b>1</b>                          |  |
| 43 | ADM 4       | Report of the working group on internal controls  | yes                      | <b>C21/63</b>                             | <b>1</b>                          |  |
| 44 | ADM 4       | Report on General Audit following fraud case at a regional office (D 613)   | no                       | <b>C21/#</b>                              | <b>1</b>                          |  |
| 45 | ADM 5       | Status Report on Implementation of Council Decision 600 and 601 (UIFN, IIN)   | no                       | C20/47<br><b>C21/47</b>                   | <b>2</b>                          |  |
| 46 | ADM 6       | Organization Resilience Management System (ORMS)  | no                       | C20/15<br><b>C21/15</b>                   | <b>1</b>                          |  |
| 47 | ADM 7       | ITU participation in memoranda of understanding with financial and/or strategic implications  | no:                      | C20/45<br><b>C21/45</b>                   | <b>2</b>                          |  |
| 48 | ADM 8       | Compilation of the decisions adopted by PP-18 which were captured in the Summary Records of its Plenary Meetings in particular, those decisions based on the recommendations of the Committees and Working Group of the Plenary (Doc. C19/107, Rec. 27.9) | no                       | C20/58<br><b>C21/58</b>                   | <b>2</b>                          |  |
| 49 | ADM 9       | Improvement of management and follow-up of the defrayal of ITU expenses by Sector Members, Associates and Academia  | no                       | C20/52<br><b>C21/52</b>                   | <b>1</b>                          |  |
| 50 | ADM 10      | Arrears and special arrears accounts (Res. 41)  | yes                      | <b>C21/11</b>                             | <b>1</b>                          |  |
| 51 | ADM 11      | Requests for exemption  | yes                      | <b>C21/39</b>                             | <b>1</b>                          |  |
| 52 | ADM 12      | Information and Communication Technologies Development Fund (ICT-DF) (Dec. 11)  | no                       | C20/34<br><b>C21/34</b>                   | <b>2</b>                          |  |
| 53 | ADM 13      | Report of the Independent Management Advisory Committee (IMAC) (Res. 162) (D 565)   | yes                      | <b>C21/22</b>                             | <b>1</b>                          |  |
| 54 | ADM 14      | Audited accounts: Audited Financial operating report for 2020   | yes                      | <b>C21/42</b>                             | <b>1</b>                          |  |
| 55 | ADM 15      | External Auditor report: Union's accounts 2020  | yes                      | <b>C21/40</b>                             | <b>1</b>                          |  |
| 56 | ADM 16      | External Auditor report: Union's account of ITU TELECOM World 2020  | yes                      | <b>C21/41</b>                             | <b>1</b>                          |  |
| 57 | ADM 17      | The After-Service Health Insurance (ASHI) liability   | no                       | C20/46R1<br><b>C21/46</b>                 | <b>1</b>                          |  |
| 58 | ADM 18      | Report of the Internal Auditor on internal audit activities   | yes                      | <b>C21/44</b>                             | <b>1</b>                          |  |
| 59 | ADM 19      | Strategy for the coordination of efforts among the three Sectors of the Union (Res. 191)  | no                       | C20/38<br><b>C21/38</b>                   | <b>2</b>                          |  |
| 60 | ADM 20      | Report on progress on the Union's headquarters premises project (Res. 212, D 619)   | yes                      | C20/7<br><b>C21/7</b>                     | <b>1</b>                          |  |
| 61 | ADM 20      | Staff Working Conditions Strategy and Implementation Plan (D 619)   | yes                      | <b>C21/29</b>                             | <b>1</b>                          |  |

|    | Agenda item | Title   | Treated at previous VCCs | Doc. No.<br>(C20 to be linked to C21 doc) | Proposed document group<br>(1, 2) | Suggestion by Member States of Council<br>(1, 2) |
|----|-------------|---|--------------------------|---|-----------------------------------|--|
| 62 | ADM 20      | Report from MSAG (Res. 212)   | yes                      | <b>C21/48</b>                             | <b>1</b>                          |  |
| 63 | ADM 21      | Report on analysis and review of current training and capacity-building activities undertaken by the Group on Capacity Building Initiatives, the ITU Academy and centres of excellence, and the possible creation of a capacity-building institute in ITU | no                       | C20/32<br><b>C21/32</b>                   | <b>1</b>                          |  |
| 64 | ADM 22      | ITU Accountability Framework  | no                       | C20/43<br><b>C21/43</b>                   | <b>1</b>                          |  |
| 65 | ADM 23      | Strengthening the Regional Presence (Res. 25)   | no                       | C20/25<br><b>C21/25</b>                   | <b>2</b>                          |  |
| 66 | ADM 24      | Outcome of WRC-19 with financial implications   | yes,                     | C20/56<br><b>C21/56</b>                   | <b>2</b>                          |  |
| 67 | ADM 25      | New investigation function and process  | yes                      | <b>C21/60</b>                             | <b>2</b>                          |  |
| 68 | ADM 26      | Decisions of the UNGA on the conditions of service under the UN common system   | yes                      | <b>C21/23</b>                             | <b>1</b>                          |  |
| 69 | ADM 27      | Progress report on the implementation of the Human Resources strategic plan and of Resolution 48 (Rev. Dubai, 2018)   | no                       | C20/54<br><b>C21/54</b>                   | <b>1</b>                          |  |
| 70 | ADM 28      | Participation of ITU in UN pension board  | -                        | <b>C21/#</b>                              | <b>2</b>                          |  |
| 71 | ADM 29      | Membership of the ITU Staff Pension Committee (R 1394)  | -                        | -   | <b>2</b>                          |  |
| 72 | ADM 30      | Report from the Ethics Office   | no                       | C20/59<br><b>C21/59</b>                   | <b>1</b>                          |  |
| 73 | ADM 31      | Report on the implementation of risk management action plan   | yes                      | <b>C21/61</b>                             | <b>1</b>                          |  |
| 74 | ADM 32      | Measures taken by ITU on conditions for on-site emergency medical support at ITU conferences and meetings held away from Geneva   | no                       | C20/31<br><b>C21/31</b>                   | <b>1</b>                          |  |
| 76 | ADM 33      | Report on ITU's environmental sustainability  | no                       | <b>C21/#</b>                              | <b>1</b>                          |  |
| 77 | ADM 34      | Strategic direction for HRMD, resources, management and skills  | -                        | <b>C21/#</b>                              | <b>1</b>                          |  |

The following information documents will also be made available on the Council website:

|       | Title   | Treated at previous VCCs | Doc.#        |
|-------|---|--------------------------|--------------|
| INF 1 | Situation of arrears of the Union   | yes                      | <b>INF/#</b> |
| INF 2 | Collaboration with the UN system  | no                       | <b>INF/#</b> |
| INF 3 | ITU Council contribution to the High-Level Political Forum on Sustainable Development (HLPF) (Res 140)                                    | no                       | <b>INF/#</b> |
| INF 4 | UN-SWAP report card 2018 and 2019   | no                       | <b>INF/#</b> |
| INF 5 | ITU to embed change management approaches and methods in its organizational reforms and regularly report on the results                   | no                       | <b>INF/#</b> |
| INF 6 | Proposed improvements for the Plenipotentiary Conference - Compilation of proposals received from Member States as a response to CL-19/57 | no                       | <b>INF/#</b> |



|        | <b>Title</b>  | <b>Treated at<br/>previous<br/>VCCs</b> | <b>Doc.#</b> |
|--------|---|---|--------------|
| INF 7  | Strengthening the regional presence   | no                                      | <b>INF/#</b> |
| INF 8  | Brief summary of the Open Consultation on the draft guidelines for utilization of the Global Cybersecurity Agenda (GCA) | no                                      | <b>INF/#</b> |
| INF 9  | Human Resources reporting and statistics - Updated 31 December 2019   | no                                      | <b>INF/#</b> |
| INF 10 | ICT Development Index   | no                                      | <b>INF/#</b> |
| INF 11 | Tasks and functions of the DSG  | no                                      | <b>INF/#</b> |
| INF 12 | Implementation of Roadmap on Digital Cooperation  | -                                       | <b>INF/#</b> |

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