



General Secretariat (SG)

Geneva, 31 August 2021

Ref: **CL-21/36**
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To:
- Member States of ITU
- Sector Members of ITU

Subject: **Update on arrangements for the sixth World Telecommunication Policy Forum
(Geneva, 16-18 December 2021)**

Dear Madam/Sir,

As agreed during the 2021 Virtual consultation of councillors (C21/VCC-1), I am pleased to inform you about the arrangements foreseen for the sixth World Telecommunication/ICT Policy Forum (WTPF) scheduled from 16-18 December 2021.

The secretariat has started the preparation based on the COVID-19 measures in place in Switzerland as of 23 August 2021. The WTPF will be organized as an event in line with the Swiss Confederation COVID-19 in Special Situation Ordinance (cf. Article 15) available at <https://www.fedlex.admin.ch/eli/cc/2021/379/en> (Please refer to the latest version in force).

The secretariat will keep close attention to the development of the situation and will communicate further details on the arrangements for WTPF by the end of October. A formal invitation to the event will also be sent in September.

For safety purposes, it is proposed that all WTPF related activities: e.g., meetings, bilateral meetings with elected officials, VIP bilateral meetings, sponsored coffee breaks, lunches, dinners, receptions as well as, registration, badging delivery and pick-up be isolated to the International Conference Centre Geneva (CICG).

In addition, ITU will strive to create an environment that is as safe as possible for participants. A protection plan will be prepared that would have higher levels of mitigation measures than requested by the Swiss Government which would include the following:

- Mandatory COVID19 vaccination certificates for every participant or a recent negative COVID-Test accessing the CICG (CICG local staff, Contracted Security Guards, ITU staff, delegates, participants, media, public and visitors included).
- Temperature control of all participants at the entrance access point of CICG with ITU's Thermal Imaging Camera System.
- Wearing of face mask mandatory inside the public spaces of CICG.
- Social distancing (seating minimum of 1,5 m).
- Personal hygiene: alcohol hand rub sanitizer solution dispensers in multiple locations as well as sanitary wipes.
- Contact tracing.
- COVID-19 Airborne Risk Assessment (CARA App Tool) of CICG venue meeting room facilities.

- Sanitary medical tent outside of CICG venue.
- Queuing tent outside of CICG venue
- Virtual queuing for event badge distribution/pick-up.

With respect to social distancing and in light of the meeting room size/capacity, the maximum number of 408 seats can be used inside the plenary room of the CICG. Therefore, a limitation on the size of delegations that can physically be present may need to be imposed. Further details will be given in the invitation letter.

Receptions (including coffee breaks, lunches, and dinners) during WTPF

Delegations will be strongly encouraged to organize their receptions, coffee breaks, lunches, dinners at the CICG to facilitate contact tracing.

In line with the decision from the Swiss Federal Council, from 26 June 2021 and taking into account the CICG capacity, receptions, coffee breaks, lunches, dinners will need to be limited to a maximum of 500 seated guests. The necessary distance between tables or the installation of partitions and the collection of contact details (1 person per table) will be compulsory, as does the wearing of a mask except when seated at a table.

Travelling to Geneva

Information regarding the sanitary situation and entry into Switzerland are available at the [State Secretariat for Migration \(SEM\) website](#) as well as the [Swiss Mission's](#) COVID-19 information notes.

Visa request

Delegates are responsible for their own visa request. Support can be provided by ITU for ITU members.

Based on their nationality, participants attending conferences in Switzerland may require a visa/laissez-passer to enter Switzerland. Visa requirements must be met before arrival. The list of nationalities subject to visas can be found by consulting [this link](#).

Entry visas for Switzerland are primarily issued by the Swiss Embassy/Consulate responsible for the applicant's country of residence and in some cases, external service providers register the visa application on behalf of the Swiss authorities. Information about the nearest Swiss Embassy or Consulate responsible for the participant's place of residence can be found by consulting the Swiss [Online visa system](#).

In light of the travel restrictions taken in response to the coronavirus, persons who are exempted from visa requirements must inquire about boarding requirements. If necessary, the Swiss representation responsible for the person's place of residence abroad (<https://www.swiss-visa.ch/ivis2/#/i210-select-country>) may issue a laissez-passer, which confirms that the person fulfils the conditions for crossing the Swiss border in accordance with the conditions laid down in Ordinance 3 COVID-19 (<https://www.fedlex.admin.ch/eli/cc/2020/438/fr>).

Persons entering Switzerland directly from a Schengen State and the following countries (list: <https://www.sem.admin.ch/sem/en/home/sem/aktuell/faq-einreiseverweigerung.html#1668147653>) have access without restrictions to Swiss territory (provided that other applicable entry requirements - visa, travel document, etc. - are met).

Travelling from a High-risk country:

Third-country nationals who wish to enter Switzerland from a State considered to be high-risk subject to the principle of refusal of entry (<https://www.sem.admin.ch/sem/en/home/sem/aktuell/faq-einreiseverweigerung.html#1668147653>) must demonstrate with supporting documents (mission order, explanatory note verbale and/or letter of invitation/support) the absolute necessity of his or her physical presence at the event in order to be granted entry on the basis of a hardship exception.

These exceptional situations are described in section 1.5 of the Directive on the implementation of Ordinance 3 COVID-19:

<https://www.sem.admin.ch/dam/sem/fr/data/aktuell/aktuell/einreisestopp/weisung-covid-19-f.pdf.download.pdf/weisung-covid-19-f.pdf>

Persons who have been vaccinated against SARS-CoV-2 with a vaccine approved in Switzerland, authorized by the European Medicines Agency for the European Union or authorized according to the WHO emergency list are not subject to this entry ban. Ordinary procedures prior to the covid-19 situation apply:

- Pfizer/BioNTech (BNT162b2 / Comirnaty® / Tozinameran)
- Moderna (mRNA-1273 / Spikevax / COVID-19 vaccine Moderna)
- AstraZeneca (AZD1222 Vaxzevria®/ Covishield™)
- Janssen / Johnson & Johnson (Ad26.COVS.2.S) 6
- Sinopharm / BIBP (SARS-CoV-2 Vaccine (Vero Cell))
- Sinovac (CoronaVac)

I hope you will find that information useful and I hope to welcome you in Geneva in the coming months.

Yours faithfully,

(signed)

Houlin Zhao
Secretary-General