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| **Council 2022 Geneva, 21-31 March 2022** |  |
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| **Agenda item: PL 2.8** | **Document C22/4-E** |
| **18 February 2022** |
| **Original: English** |
| Report by the Secretary-General | |
| PREPARATIONS FOR THE 2022 PLENIPOTENTIARY CONFERENCE | |

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| Summary  The purpose of this document is to update the Council on the status of preparations for the forthcoming Plenipotentiary Conference (PP-22).  Action required  The Council is invited **to note** the current status of the preparations for PP-22.  \_\_\_\_\_\_\_\_\_\_\_\_  References  [CV2](https://www.itu.int/pub/S-CONF-PLEN-2019); [Res. 77 (Rev. Dubai, 2018)](https://www.itu.int/en/council/Documents/basic-texts/RES-077-E.pdf), [C19/55(Rev.1)](https://www.itu.int/md/S19-CL-C-0055/en), [Decision 610 (C19/127)](https://www.itu.int/md/S19-CL-C-0127/en), circular letters [CL-19/33](https://www.itu.int/md/S19-SG-CIR-0033/en), [CL-19/45](https://www.itu.int/md/S19-SG-CIR-0045/en), [C21/73](https://www.itu.int/md/S21-CL-C-0073/en) |

**1. Introduction**

1.1 This document provides an update on the status of preparations for the 2022 Plenipotentiary Conference (PP-22) since the document submitted to Council 2021 ([C21/73](https://www.itu.int/md/S21-CL-C-0073/en)).

**2. Host Country Agreement and liaison with Host Country**

2.1 Negotiations between the Government of Romania and ITU were successfully concluded, and on 30 June 2021 at ITU headquarters, the Host Country Agreement (HCA) was signed by ITU Secretary-General Mr Houlin Zhao and Mr Vlad Stefan Stoica, President of the National Authority for Management and Regulation in Communications (ANCOM). More details may be found in ITU’s press release: <https://www.itu.int/en/mediacentre/Pages/pr07-2021-PP22-HC-agreement.aspx>. The HCA has been published as a Council information document ([C22/INF/9](https://www.itu.int/md/S22-CL-INF-0009/en)).

2.2 The Host Country has identified Mr Sabin Sărmaș as the PP-22 Chair-designate. Mr Sărmaș has met the ITU management team and is actively preparing by participating in briefings with the secretariat as well as ITU official meetings.

2.3 The ITU secretariat conducted a site visit on 7-9 September 2021 to meet with Host Country counterparts, examine the infrastructure, hotels, and conference centre in the Palace of the Parliament, prepare the event security plan (which also includes coordination for crisis management, business continuity, and a COVID-19 Free conference), conference floor plans, protocol plan, the communication plan, and to advance the organization of logistics.

2.4 The ITU secretariat and the Host Country team in charge of the preparation of PP-22 have been holding monthly virtual meetings (11 as of February 2022) to exchange information, discuss all elements of the preparation of the event, and address pressing issues. In addition to the monthly meetings, regular bilateral meetings have been taking place with the Host Country to address specific areas of the organization of event.

**3. Invitations and call for proposals and candidatures**

3.1 Invitations to the 2022 Plenipotentiary Conference were sent to all ITU Member States on 24 September 2021 on behalf of the Government of Romania ([CL-21/40](https://www.itu.int/md/S21-SG-CIR-0040/en)).

3.2 Invitations to the 2022 Plenipotentiary Conference were also sent on 28 September 2021 by the Secretary-General to the State of Palestine, observer organizations ([DM-21/1021](https://www.itu.int/md/S21-DM-CIR-01021/en)) and to ITU Sector Members ([DM-21/1022](https://www.itu.int/md/S21-DM-CIR-01022/en)).

3.3 Circular letter [CL-21/41](https://www.itu.int/md/S21-SG-CIR-0041/en) was sent to all ITU Member States from the Secretary-General on 27 September 2021, referring in particular to the proposals for the work of the Conference, documentation, and elections (call for candidatures). Proposals from Member States to amend the Constitution and Convention were requested by 26 February 2022 in accordance with No. 224 of the Constitution and No. 519 of the Convention. Other proposals for the work of the conference were requested no later than 26 May 2022 (No. 40 of the General Rules of Conferences, assemblies and meetings of the Union (General Rules)), and in line with Resolution 165 (Rev. Dubai, 2018), a firm deadline for the submission of all contributions was established on 5 September 2022. Member States are strongly encouraged to use the [Conference Proposals Interface (CPI)](https://www.itu.int/net4/proposals/CPI/PP22) to submit proposals.

3.4 All Member States wishing to submit candidatures for the elections were requested to do so by 23.59 hours (Geneva time) on 29 August 2022, in accordance with No. 170 of the General Rules.

3.5 Registration will begin in May 2022 and will be carried out exclusively online.

3.6 A letter on credentials ([CL-22/5](https://www.itu.int/md/S22-SG-CIR-0005/en)) was sent out on 17 February 2022. An individual letter on VIP participation will be sent out shortly.

**4. Proposed structure**

4.1 In addition to the four standing committees (Steering, Budget Control, Credentials, and Editorial Committees) and in line with past practice, it is proposed to set up two substantive committees (Policy and Legal Matters (Committee 5) and Administration and Management (Committee 6)), and one Working Group of the Plenary (WG-PL).

4.2 Committee 5 on Policy and Legal Matters would: consider reports and proposals related to policy matters of the Union, including the reports submitted by the Council on the activities of the Union; recommend appropriate decisions with respect to the activities of the General Secretariat and the three Sectors; examine proposals for amending the Constitution, Convention, General Rules and Optional Protocol; taking into account relevant reports and recommendations from Committee 6 and the Working Group of the Plenary, recommend all appropriate actions to the Plenary; consider any other questions of a legal nature raised during the Conference; and transmit to Committee 6 matters having financial implications.

4.3 Committee 6 on Administration and Management would: consider the draft Strategic Plan and other reports and proposals relating to the Strategic Plan; examine relevant reports and proposals on the general management of the Union, in particular those relating to financial and human resources and relevant parts of the reports submitted by other Committees and Working Groups; prepare draft financial policies and a draft financial plan for 2024-2027; recommend to the Plenary all appropriate decisions related to the management of the Union’s activities; transmit to Committee 5 matters requiring amendments to the Constitution, Convention and General Rules.

4.4 The Working Group of the Plenary would: consider reports and proposals and recommend appropriate actions with regard to issues related to public policies, including Internet, and other general matters; and transmit to Committee 5 matters requiring amendments to the Constitution, Convention and General Rules, and to Committee 6 matters having financial implications.

**5. Policy statements**

5.1 As was done at PP-18, policy statements will be limited to three minutes. Full speeches will be published on the PP-22 website. Speakers will deliver their speeches from the podium. Member States are invited to focus their policy statements on “Universal Connectivity” and “Sustainable Digital Transformation” (see draft guidelines in Annex 1).

**6. Time management plan**

6.1 The secretariat is drawing up a draft time management plan, which will take into account the experiences at PP-14 and PP-18, consultations with the secretaries of committees, and feedback from Member States. It is foreseen to start the work of the substantive committees on Tuesday morning of the first week. No more than two substantive meetings will be held in parallel. To make better use of time, it is also proposed to hold 1.5-hour sessions of Committee 5 and WGPL and allow for time during the workday for ad hoc groups to convene. All meetings, including ad hoc groups and drafting groups, will be displayed on screens around the venue and the PP-22 website. As was done at PP-18, it is proposed to set the deadline for the definitive choice of class of contribution at 23.59 Geneva time on Wednesday, 28 September 2022, and that the secretariat publish this chosen class of contribution before 6 a.m. of the fourth day of the Conference before the start of elections. The formal Heads of Delegations meeting will be held on Monday, 26 September 2022, followed by the Opening Ceremony, and the Inaugural Plenary.

6.2 A few side events will be organized by the Host Country including a Ministerial round table on Sunday, 25 September. Further information will be available in due course.

**7. Greening the PP**

7.1 In line with a UN-wide objective to reduce the footprint of events, ITU and the Host Country are working together to integrate environmental considerations into the planning of PP-22 to make the conference as green as possible. For example, PP-22 will be paperless and only electronic copies of the Final Acts will be available, and the HC has made great effort to ensure a choice of hotels with good sustainability credentials in walking distance to the venue. More information on the steps that ITU and the Government of Romania will take, and how participants can support the efforts can be found on the PP-22 website. Building on the greening efforts at PP-18, ITU plans to systematically integrate environmental and social considerations into all its future conferences and events.

**8. An inclusive and gender-responsive PP**

8.1 As agreed by Council 2021, PP-22 will be an inclusive and gender-responsive event. The ITU secretariat and the Host Country team are working together to advance inclusiveness and gender equality in all aspects of the conference (participation, governance, working environment, agenda-setting and decision-making processes).

8.2 A training for women delegates participating in PP-22 will be delivered in advance to promote a gender balanced conference with an active participation of women. A networking event will also be organized during PP-22. Further information will be available in due course.

**9. Bucharest Preparatory Group**

9.1 A preparatory group, the Bucharest Preparatory Group (BPG), as was established to coordinate preparations internally. This group is composed of representatives from the General Secretariat and the Bureaux, including the Regional Directors, and meets on a monthly basis.

**10. Support to regional preparations**

10.1 In line with Resolution 58 (Rev. Busan, 2014), with the view to strengthen relations between ITU and regional telecommunication organizations, and as was done in the run-up to PP-18, the secretariat is participating in the regional preparations for the Plenipotentiary Conference to provide inputs and information on the preparation for the Plenipotentiary Conference. Presentations on the PP process have also been published on the [website](https://www.itu.int/pp22/en/about/pp-preparatory/), along with the schedule of regional preparatory meetings.

10.2 Additionally, Council 2021 agreed that informal inter-regional meetings should continue to be convened. The first meeting will be held on Monday, 28 March 2022, 13.00-14.30.

*Annex 1*

ANNEX 1

**Draft Guidelines to support delegations in the preparation of policy statements for PP-22**

*(Final version to be posted on the PP-22 website)*

At the 2022 Plenipotentiary Conference countries will come together to establish their vision for the telecommunication/ICT sector. Under the theme ‘Connect and Unite’, PP-22 will build on the lessons learned during the Covid-19 pandemic which amplified the role of ICTs to keep governments, companies, schools, and families connected while exposing connectivity and digital infrastructure limitations. ITU Member States will gather in Bucharest, Romania, to set the direction the Union wants to see in the world as outlined in the two strategic goals – **Universal Connectivity** and **Sustainable Digital Transformation** - proposed in the draft ITU Strategic Plan 2024-2027, as endorsed by the 2022 session of Council.

During the first week of the Plenipotentiary Conference, time will be allocated to high-ranking delegates from ITU Member States, for the most part Ministers responsible for telecommunications/ICTs, who wish to deliver statements in Plenary on how they plan to support the new proposed ITU Strategic Goals and Targets and contribute to the Connect 2030 Agenda. Statements may include:

* **Accomplishments**: Highlight good practices and experiences since PP-18
* **National vision and plans**: Share the plans going forward to support the achievements of the two Goals
* **Commitments and Initiatives**: Announce national initiatives, commitments, and new partnerships
* **Support by ITU**: Share expectations on how ITU can better support Member States in achieving the strategic goals, and how this PP-22 can become a first and successful gender-responsive conference.

**Description of the ITU Strategic Goals and Targets**

Goal 1 – **Universal Connectivity**

Enable and foster universal access to affordable, high-quality and secure telecommunications/ICTs. To advance universal connectivity, ITU will strive to enable accessible, affordable, high-quality, interoperable and secure telecommunication/ICT infrastructure, services, and applications. ITU will coordinate efforts to prevent and eliminate harmful interference to radiocommunication services, facilitate the worldwide standardization of telecommunications, and leverage existing and emerging digital technologies, connectivity solutions and business models to close the digital divide in access in all countries, regions and for all humanity.

**Targets for Goal 1: Universal connectivity – by 2030:**

1.1: Universal broadband coverage

1.2: Broadband services to be affordable for all

1.3: Broadband access to every household

Goal 2 – **Sustainable Digital Transformation**

Foster equitable and inclusive use of telecommunications/ICTs to empower people and societies for sustainable development. By leveraging telecommunications/ICTs, ITU will strive to facilitate digital transformation to help build an inclusive digital society for sustainable development. ITU will thereby work to close the digital divide in the use of telecommunication/ICTs in all countries and for all peoples, including women and girls, youth, indigenous peoples, older persons and persons with disabilities. ITU will work to promote and enable digital transformation across industry sectors, to address the dual climate and environmental crisis, and to foster the advancement of science, sustainable exploration of Earth, space, and the use of their resources.

**Targets for Goal 2: Sustainable digital transformation – by 2030:**

2.1: Universal usage of Internet by individuals

2.2: All digital gaps to be bridged (in particular gender, age, urban/rural)

2.3: Universal usage of Internet by businesses

2.4: Universal access to the Internet for all schools

2.5: Majority of individuals to have digital skills

2.6: Majority of individuals to be interacting with government services online

2.7: Significantly improve ICTs contribution to climate action

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