



General Secretariat (SG)

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Ref: **CL-24/44**
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To ITU Member States, Sector Members,
Associates and Academia
State of Palestine
Organizations which have the right to attend
ITU conferences and meetings as observers

Subject: **Planning schedule for the seventh World Telecommunication/Information and
Communication Technology Policy Forum (WTPF-26) and call for nomination of experts**

Dear Sir/Madam,

The Plenipotentiary Conference, in its Resolution 2 (Rev. Bucharest, 2022) (see [Annex A](#)), decided to maintain the World Telecommunication/Information and Communication Technology Policy Forum (WTPF) as a venue for discussing and exchanging views and information on telecommunication/ICT policy and regulatory matters, especially on global and cross sectoral issues, with non-binding outcomes.

The 2024 session of Council, by Decision 641 (see [Annex B](#)), decided to convene the seventh WTPF (WTPF-26) for a duration of three days in the first half of 2026, with the dates and venue to be determined by the next session of the Council. It further decided that that the theme for WTPF-26 is as follows:

“Accelerating an inclusive, sustainable, resilient, and innovative digital future: In this regard, the WTPF-26 will discuss opportunities, challenges and policies to address the following:

- Bridging digital divides, particularly on gender and age as well as skills and connectivity
- Green digital transformation: Climate Change and Environmental Sustainability
- Resilience of telecommunication/ICTs
- Space connectivity
- Strengthening ICT-centric innovation ecosystems and entrepreneurship”.

The draft agenda is in [Annex 1](#) of Decision 641.

The preparatory process for WTPF-26 shall be in accordance with Resolution 2 (Rev. Bucharest, 2022).

The report of the Secretary-General that serves as a basis for the discussion during WTPF-26 shall be developed in the following manner:

- a) the Secretary-General shall convene a balanced, informal group of experts, each of whom is active in preparing for WTPF-26 in his/her own country, to assist in this process;
- b) preparation of the WTPF-26 report by the Secretary-General shall be in accordance with Annex 2 to Decision 641;

- c) WTPF-26 meetings should be conducted in line with the Rules of Procedure used at the previous two Fora;
- d) the final report of the Secretary-General shall be circulated at least six weeks before the opening of WTPF-26;

The procedure and schedule for the preparation of the report is detailed in [Annex 2](#) of Decision 641, attached.

In view of the **first meeting for the Informal group of experts (IEG-WTPF-26) to be held on 7-8 October 2024** at ITU Headquarters, Geneva, I would therefore like to invite you to:

1. **Nominate expert(s)** in the relevant topics to be addressed by the WTPF-26 and send the first name, last name, entity/organization and email address of your selected expert(s) to wtpf@itu.int **by 26 August 2024**. Please note that in order to facilitate requests for visas to participate in the first meeting, nomination should be sent as soon as possible.
2. In parallel, you may wish to **invite your nominated expert(s) to register online** to the first IEG-WTPF meeting of 7-8 October 2024, from the following webpage: <https://council.itu.int/2024/en/about/working-groups/>.
3. **Send comments** on the first draft of the report as well as contributions on outlines for possible draft opinions **by 26 August 2024** to wtpf@itu.int.

The meeting will be conducted in English only, and remote participation will be made available.

Finally, I should like to appeal to the Union's membership to make voluntary contributions towards a Trust Fund that will be established to assist representatives from the least developed countries (LDCs) to participate in WTPF-26.

Yours faithfully,

(signed)

Doreen Bogdan-Martin
Secretary-General

Annexes: 2

- Annex A: Resolution 2 (Rev. Bucharest, 2022) of the Plenipotentiary Conference
- Annex B: Council Decision 641 (C24)

ANNEX A

RESOLUTION 2 (REV. BUCHAREST, 2022)

World telecommunication/information and communication technology policy forum

The Plenipotentiary Conference of the International Telecommunication Union (Bucharest, 2022),

considering

- a) relevant resolutions of the United Nations General Assembly (UNGA);
- b) the WSIS+10 Statement on the implementation of World Summit on the Information Society (WSIS) outcomes and the WSIS+10 Vision for WSIS beyond 2015, which were adopted at the ITU coordinated WSIS+10 High-Level Event (Geneva, 2014), based on the Multistakeholder Preparatory Platform process, together with other United Nations agencies and inclusive of all WSIS stakeholders, were endorsed by the Plenipotentiary Conference (Busan, 2014) and were submitted to the UNGA overall review on the implementation of WSIS outcomes;
- c) Resolution 77 (Rev. Bucharest, 2022) of this conference, on scheduling and duration of conferences, forums, assemblies and Council sessions of the Union for the following period;
- d) that the telecommunication/information and communication technology (ICT) environment has undergone considerable changes under the combined influence of advances in technology, the globalization of markets and growing user demand for integrated cross-border services increasingly adapted to their needs;
- e) that restructuring of the telecommunication/ICT sector, especially the separation of regulatory and operating functions, the liberalization of services and the continuing appearance of new regulatory players, is possible in the majority of ITU Member States;
- f) that new and rapidly developing and emerging telecommunications/ICTs and services hold incredible promise for the advancement of human welfare;
- g) that there remains a pressing need for a global framework to exchange information and best practices on telecommunication and ICT strategies and policies;
- h) that national telecommunication/ICT policies and regulations have to be recognized and understood, so as to allow the development of global markets which can support the harmonious development of telecommunication/ICT services and technologies;
- i) the important contributions provided by Member States and Sector Members to previous world telecommunication/ICT policy forums (WTPFs), and their preparatory process, and the results achieved by those forums,

conscious

- a) that the purposes of the Union are, *inter alia*, to promote, at international level, the adoption of a broader approach to the issues of telecommunications/ICTs in the global

information economy and society, to promote the extension of the benefits of the new telecommunication technologies to all the world's inhabitants and to harmonize the actions of Member States and Sector Members in the attainment of those ends (see the WSIS outcomes);

b) of the importance of enhancing international cooperation to strengthen collaborative efforts among the ITU membership, other United Nations agencies and committees, and international and regional organizations to address challenges across the telecommunication/ICT sector in the implementation of the WSIS outcomes and with the objective of achieving the Sustainable Development Goals;

c) that ITU remains uniquely positioned and is the single forum for the coordination of, exchange of information on, discussion of and harmonization of national, regional and international telecommunication/ICT strategies and policies;

d) that WTPF, which was established by the Plenipotentiary Conference (Kyoto, 1994) and successfully convened in 1996, 1998, 2001, 2009, 2013 and 2021, has provided a venue for discussion of global and cross-sectoral issues by high-level participants, thus contributing to the advancement of world telecommunications/ICTs, as well as to the establishment of procedures for the conduct of the forum itself;

e) that WTPF-21 was held virtually, under the difficult circumstances caused by the coronavirus disease (COVID-19) pandemic, from 16 to 18 December 2021, and was a successful edition of these forums, attended by Member States, Sector Members and other stakeholders, including ministers and deputy ministers as well as several heads of regulatory agencies,

emphasizing

a) that Member States and Sector Members, realizing the need for constant review of their own telecommunication/ICT policies and legislation, and for coordination in the rapidly changing telecommunication/ICT environment, adopted WTPF as a mechanism for discussing strategies and telecommunication/ICT policies;

b) that it is necessary for the Union, as the United Nations specialized agency for telecommunications/ICTs with its leading and unique role in the field of telecommunications/ICTs, to continue organizing WTPF to facilitate the exchange of views and information by high-level participants on telecommunication/ICT policies;

c) that the purpose of WTPF is to provide a venue for exchanging views and information and thereby creating a shared vision among policy-makers worldwide on challenges and opportunities arising from the new and emerging telecommunication/ICT services and technologies, and to consider any other policy issue in telecommunications/ICTs which would benefit from a global exchange of views, in addition to the adoption of opinions reflecting common viewpoints;

d) that WTPF should continue to give special attention to the interests and needs of the developing countries¹, where new and emerging telecommunication/ICT services and

¹ These include the least developed countries, small island developing states, landlocked developing countries and countries with economies in transition.

technologies can contribute significantly to telecommunication/ICT infrastructure development;

e) the continuing need for allowing adequate preparation time for WTPF;

f) the importance of regional preparation and consultation prior to convening WTPF;

g) that the discussion of issues relating to emerging telecommunication/ICT services and technologies benefits from the participation of all interested stakeholders, in their respective roles,

resolves

1 to hold WTPF preferably back to back with the WSIS Forum, taking account of the need to ensure adequate preparation by Member States;

2 that WTPF, as established by Resolution 2 (Kyoto, 1994) of the Plenipotentiary Conference, shall be maintained, in order to continue discussing and exchanging views and information on telecommunication/ICT policy and regulatory matters, including those related to opportunities and pressing challenges arising from the new and emerging telecommunication/ICT services and technologies, especially on global and cross-sectoral issues;

3 that WTPF shall not produce prescriptive regulatory outcomes; however, it shall prepare reports and adopt opinions by consensus for consideration by Member States, Sector Members and relevant ITU meetings;

4 to share the reports and adopted opinions with relevant United Nations agencies and committees and international and regional organizations for their information;

5 that WTPF shall be open to all Member States and Sector Members; however, if appropriate, by decision of a majority of the representatives of Member States, a special session may be held for Member States only;

6 that WTPF shall be convened to respond quickly to policy issues arising from the telecommunication/ICT environment, taking into account the past practices followed and experience acquired by ITU in the holding of previous WTPFs;

7 that WTPF should be convened within existing budgetary resources and, as far as possible, in conjunction with one of the meetings or forums of the Union in order to minimize the impact on the budget of the Union;

8 that the ITU Council shall continue to decide on the duration and the date, allowing ample time for preparations, and on the venue, the agenda and the themes of WTPF;

9 that the agenda and themes shall continue to be based on a report by the Secretary-General, including input from any conference, assembly or meeting of the Union, and on contributions from Member States and Sector Members, taking into account the past practices followed and experience acquired by ITU, including in respect of the preparatory process, in the holding of previous WTPFs;

10 that, in order to ensure that they are well focused, discussions at WTPF shall be based solely on a single report by the Secretary-General, and contributions from participants based on that report, prepared in accordance with a procedure adopted by the Council and based on the proposals of Member States and Sector Members, and on the views of Associates,

Academia and stakeholders, and WTPF shall not consider drafts of any new opinions that were not presented during the preparatory period foreseen for drawing up the Secretary-General's report prior to the forum;

11 that broad participation in WTPF and operational efficiency during the forum shall be facilitated,

instructs the Secretary-General

to make the necessary preparations for convening WTPF based on *resolves* above,

instructs the ITU Council

1 to continue to decide on the duration, date, venue, agenda and themes of any future WTPF;

2 to adopt a procedure for preparation of the report by the Secretary-General referred to in *resolves* 9 above;

3 that the procedure referred to in *instructs the ITU Council* 2 should include, as appropriate, participation open to all Member States and Sector Members, and online public consultations open to all interested stakeholders, taking into account the past practices followed and experience acquired by ITU, including in respect of the preparatory process, in the holding of previous WTPFs,

further instructs the ITU Council

to submit to the next plenipotentiary conference a report on WTPF for any necessary action.

ANNEX B

DECISION 641

(adopted at the tenth Plenary meeting)

Seventh World Telecommunication/Information and Communication Technology Policy Forum

The ITU Council,

recognizing

Resolution 2 (Rev. Bucharest 2022) of the Plenipotentiary Conference (Bucharest, 2022) on the world telecommunication/information and communication technology policy forum (WTPF),

considering

that the purpose of WTPF is to provide a venue for exchanging views and information and thereby creating a shared vision among policy-makers worldwide on challenges and opportunities arising from the new and emerging telecommunication/ICT services and technologies, and to consider any other policy issue in telecommunications/ICTs which would benefit from a global exchange of views, in addition to the adoption of opinions reflecting common viewpoints,

decides

- 1 to convene the seventh WTPF for a duration of three days in the first half of 2026 (WTPF-26), with the dates and venue to be determined by the next session of the Council;
- 2 that the theme for WTPF-26 is as follows:
“Accelerating an inclusive, sustainable, resilient, and innovative digital future: In this regard, the WTPF-26 will discuss opportunities, challenges and policies to address the following:
 - Bridging digital divides, particularly on gender and age as well as skills and connectivity
 - Green digital transformation: Climate Change and Environmental Sustainability
 - Resilience of telecommunication/ICTs
 - Space connectivity
 - Strengthening ICT-centric innovation ecosystems and entrepreneurship”;
- 3 that the preparatory process for WTPF-26 shall be in accordance with Resolution 2 (Rev. Bucharest, 2022);
- 4 that the Agenda for WTPF-26 shall be based on the draft agenda contained in Annex 1 to this Decision;

- 5 that WTPF-26 shall not produce prescriptive regulatory outcomes; however, it shall prepare reports and adopt opinions by consensus for consideration by Member States, Sector Members and relevant ITU meetings;
- 6 that the report of the Secretary-General shall be developed in the following manner:
- a. the Secretary-General shall convene a balanced, informal group of experts, each of whom is active in preparing for WTPF-26 in his/her own country, to assist in this process;
 - b. preparation of the WTPF-26 report by the Secretary-General shall be in accordance with Annex 2 to this Decision;
 - c. WTPF-26 meetings should be conducted in line with the Rules of Procedure used at the previous two Fora;
 - d. the final report of the Secretary-General shall be circulated at least six weeks before the opening of WTPF-26;
- 7 that participation in WTPF-26 shall be open to all Member States and Sector Members;
- 8 that arrangements for WTPF-26 shall be in accordance with applicable Plenipotentiary Conference and Council decisions for such fora,

instructs the Secretary-General

to encourage ITU Member States, Sector Members and other interested parties, to make voluntary contributions to help defray the costs of the WTPF-26 and facilitate attendance of the LDCs.

Annexes (of Decision 641): 2

ANNEX 1

Draft Agenda

**Seventh World Telecommunication/Information and
Communication Technology Policy Forum**

1. Inauguration of the seventh World Telecommunication/ICT Policy Forum
2. Election of the chair
3. Opening remarks and presentations
4. Organization of the work of the WTPF
5. Presentation of the Secretary-General's report
6. Presentation of comments by the membership on the report
7. Discussion
8. Consideration of draft opinions
9. Adoption of the chair's report and opinions
10. Other business

ANNEX 2

Procedure and schedule for preparation of the WTPF-26 Report by the Secretary-General

5 August 2024	A First Draft outline of the report by the Secretary-General shall be posted online for comments
26 August 2024	Deadline for receipt of comments on the First Draft, and for contribution on outlines for possible draft opinions Deadline for nominations for a balanced group of experts to advise the Secretary-General on further elaboration of the report and of draft opinions associated with it
1st IEG Meeting (October 2024 during the CWG cluster)	First meeting of the group of experts to discuss the First Draft of the report by the Secretary-General and the comments received
4 November 2024	The Second Draft of the report by the Secretary-General will be posted online, incorporating discussions from the 1st IEG meeting and including outlines of draft Opinions This draft will also be made available online for open public consultations
20 December 2024	Deadline for receipt of comments on the Second Draft and for contribution on possible draft Opinions Deadline for inputs from the open public consultations
2nd IEG Meeting (February 2025 during the CWG cluster)	Second meeting of the group of experts to discuss the Second Draft of the report by the Secretary-General as well as the possible draft Opinions and the comments received, including from the open public consultation
31 March 2025	The Third Draft of the report by the Secretary-General will be posted online, incorporating discussions from the 2nd IEG meeting, and including the text of the possible draft Opinions as an Annex This draft will also be made available online for open public consultations.
June 16 2025	Deadline for receipt of comments on the Third Draft, including the possible draft Opinions Deadline for receipt of comments from the open public consultation
3rd IEG Meeting (September 2025 during the CWG cluster)	Third meeting of the group of experts to discuss the Third Draft of the report by the Secretary-General as well as the draft Opinions and the comments received, including from the open public consultation

3 November 2025	The Fourth Draft of the report by the Secretary-General will be posted online, incorporating discussions from the 3 rd IEG meeting and including the draft Opinions as an Annex
19 December 2025	Deadline for receipt of comments on the Fourth Draft, including the text of the draft Opinions
4th IEG Virtual Meeting (February 2026 during the CWG cluster)	Fourth meeting of the group of experts to finalize the Draft Report by the Secretary-General, including the final text of the draft Opinions to be submitted to the seventh WTPF
13 April 2026	The final report of the Secretary-General to WTPF will be posted online, including the draft Opinions
First half of 2026	Seventh World Telecommunication/Information and Communication Technology Policy Forum
