



Report by the Secretary-General

LIST OF MEETINGS FOR CONSIDERATION IN BUSINESS CONTINUITY PLANS FOR 2028

Purpose

This document provides a detailed list of the meetings held in 2024 in ITU headquarters across all sectors and the General Secretariat. As ITU meetings follow a four-year cycle, it provides an indication of the number and nature of meetings which will take place in 2028 and would be affected by the construction period of the new ITU building. Details of 2028 meetings will be provided as soon as available.

Action required

This document is transmitted to the Council Working Group on financial and human resources **for information**.

References

[CWG-FHR website](#); [CWG-FHR-21/10](#)

Introduction

Approximately 60 to 65 meetings are held each year in ITU headquarters. These are primarily statutory technical meetings (Study Groups and Working Parties) for all sectors (mandated by Union and sector constitutional documents with decision-making functions and strategical importance), as well as Advisory Group meetings, Council, and Council Working Groups.

This list provides a detailed overview of the meetings held in 2024 in ITU headquarters across all sectors and the General Secretariat, including the number and size of rooms, typical numbers of participants, and technical requirements. It is provided as an indication of the number and nature of meetings which will be held in 2028, reflecting meeting activity in a similar year within the four-year cycle of ITU events. Details of 2028 meetings will be provided as soon as available.

Further information for potential hosts is available [here](#).

Annex: 1

Sector	Meeting	Start date	End date	Days	Interpretation	Webcast	Remote participation	Physical participants	Virtual participants	Total participants
SG	CWG	1/22/2024	2/2/2024	10	✓	✓	✓	753	246	999
SG	WTISD-24	5/17/2024	5/17/2024	1	✓				120	120
SG	Council-24	6/4/2024	6/14/2024	9	✓	✓	✓	427	87	514
SG	CWG	9/30/2024	10/11/2024	10	✓	✓	✓	890	251	1141
BR	WP 5D	1/31/2024	2/7/2024	6		✓	✓	184	335	519
BR	WP 6A, B, C	3/4/2024	3/14/2024	9		✓	✓	92	90	182
BR	SG 6	3/15/2024	3/15/2024	1	✓	✓	✓	117	83	200
BR	RRB 24.1	3/4/2024	3/8/2024	5	✓		✓	12	0	12
BR	RAG	3/25/2024	3/27/2024	3	✓	✓	✓	104	119	223
BR	WP 7A, B, C, D	3/18/2024	3/22/2024	5		✓	✓	108	114	222
BR	SG 7	3/18/2024	3/18/2024	1	✓	✓	✓	136	115	251
BR	WP 4A, B, C	4/22/2024	5/9/2024	14		✓	✓	344	385	729
BR	SG 4	5/10/2024	5/10/2024	1	✓	✓	✓	191	224	415
BR	WP 5A, B, C	5/13/2024	5/23/2024	9		✓	✓	146	253	399
BR	SG 5	5/13/2024	5/13/2024	1	✓	✓	✓	149	194	343
BR	WP 3J, K, L, M	5/27/2024	6/6/2024	9		✓	✓	57	98	155
BR	SG 3	6/17/2024	6/17/2024	1	✓	✓	✓	51	52	103
BR	WP 1A, B, C	6/12/2024	6/20/2024	9		✓	✓	110	119	229
BR	SG 1	6/20/2024	6/20/2024	1	✓	✓	✓	141	115	256
BR	RRB 24.2	6/24/2024	6/28/2024	5	✓		✓	12	0	12
BR	WP 5D	6/26/2024	7/2/2024	7		✓	✓	286	240	562
BR	WP 7A, B, C, D	9/16/2024	9/26/2024	9		✓	✓	108	130	238
BR	SG 7	9/27/2024	9/27/2024	1	✓	✓	✓	136	115	251
BR	WP 5D	10/2/2024	10/11/2024	12		✓	✓	306	288	594
BR&SG	Space Sustainability Forum	10/10/2024	10/11/2024	2	✓	✓	✓	150	183	333
BR	WP 4A, B, C	10/10/2024	10/31/2024	14		✓	✓	443	376	819
BR	SG 4	11/1/2024	11/1/2024	1	✓	✓	✓	245	224	469
BR	WP 1A, B, C	11/5/2024	11/12/2024	10		✓	✓	110	119	229
BR	WP 6A, B, C	11/4/2024	11/14/2024	9		✓	✓	81	91	172
BR	RRB 24.3	11/11/2024	11/19/2024	8	✓		✓	12	0	12
BR	SG 6	11/15/2024	11/15/2024	1	✓	✓	✓	75	87	162
BR	WP 3J, K, L, M			9		✓	✓	100	381	481
BR	WP 5A, B, C	11/19/2024	11/29/2024	10		✓	✓	183	247	430
BR	SG 5	12/2/2024	12/3/2024	1	✓	✓	✓	127	163	290
BR	WRS-24 - plenary	12/2/2024	12/2/2024	1	✓	✓	✓	478	187	665
BR	WRS-24 - workshops	12/3/2024	12/6/2024	4				414	0	414
TSB	TSAG	1/22/2024	1/26/2024	5	✓	✓	✓	139	111	250
TSB	SG17	2/19/2024	3/1/2024	10		✓	✓	159	168	327
TSB	SG13	3/4/2024	3/15/2024	10		✓	✓	104	219	323

TSB	SG16	4/15/2024	4/26/2024	5				297	126	423
TSB	SG12	4/15/2024	4/26/2024	10	✓	✓	✓	86	69	155
TSB	SG11	5/1/2024	5/10/2024	8	✓	✓	✓	83	77	160
TSB	SG13	7/15/2024	7/26/2024	10		✓	✓	134	204	338
TSB	SG20	7/1/2024	7/12/2024	7	✓	✓		164	162	326
TSB	SG 3	7/9/2024	7/18/2024	8	✓			86	50	136
TSB	SG2	6/19/2024	6/28/2024	5			✓	70	87	157
TSB	FG-MV	6/12/2024	6/14/2024					71	145	216
TSB	SG5	6/17/2024	6/21/2024	7	✓	✓	✓	74	108	182
TSB	TSAG	7/29/2024	8/2/2024	5	✓	✓	✓	147	83	230
TSB	SG 15	7/1/2024	7/12/2024	10		✓	✓	197	120	317
TSB	SG 9	9/2/2024	9/10/2024	8		✓		43	30	73
TSB	SG 17	9/2/2024	9/6/2024	9		✓	✓	157	141	298
BDT	SG Rapporteur Group 1	4/15/2024	4/26/2024	12	✓	✓	✓	134	137	271
BDT	SG Rapporteur Group 2	4/29/2024	5/10/2024	12	✓	✓	✓	122	99	221
BDT	TDAG	5/20/2024	5/24/2024	5	✓	✓	✓	99	76	175
BDT	EGH-EGTI	9/25/2024	9/26/2024	2	✓	✓	✓	151	112	263
BDT	Study Group 1	11/4/2024	11/8/2024	5	✓	✓	✓	113	127	240
BDT	Study Group 2	11/11/2024	11/15/2024	5	✓	✓	✓	111	75	186
BDT	WTIS-24	9/23/2024	9/24/2024	2	✓	✓	✓	161	115	276