



General Secretariat (SG)

Geneva, 17 September 2026

Ref.: **CL-26/39**
E-mail: itupp26training@itu.int

To ITU Member States

Subject: Enhancing the participation of delegates in the ITU Plenipotentiary Conference 2026 – Training Program

Dear Madam, Sir,

I am pleased to inform you that the International Telecommunication Union (ITU) is organizing a training programme in preparation for the next ITU Plenipotentiary Conference (PP-26), to be held in Doha, Qatar, from 9 to 27 November 2026.

The programme aims to strengthen delegates' understanding of ITU processes and enhance their capacity to participate effectively in negotiations, drafting processes, regional coordination mechanisms and leadership roles during PP-26. It also seeks to promote the meaningful participation of women and young delegates, as well as support delegates who are first-time participants at ITU conferences.

The programme consists of:

- a self-paced online training course, hosted on the ITU Academy and open to all interested delegates;
- six regional online training webinars on negotiation and leadership skills (one per region); and
- six regional online networking and mentoring sessions (one per region).

The self-paced online course is open to all delegates from ITU Member States. Member States are particularly encouraged to promote participation among women delegates, young delegates, and delegates who are new to ITU conferences or who wish to strengthen their understanding of ITU governance and negotiation processes.

Participation in the regional online training webinars and networking and mentoring sessions will be restricted to women and young delegates of ITU Member States. To ensure an interactive learning experience, participation in the online training webinar classes will be limited to a maximum of 30 participants per ITU region.

Practical information concerning registration procedures, eligibility criteria and the selection process is provided in [Annex 1](#).

Further information on the content of the regional online training webinars and networking and mentoring sessions, as well as the provisional schedule of activities, is provided in [Annex 2](#).

We wish to recognize and appreciate the financial support of MIIT-China towards this training programme.

I would be grateful if you could bring this information to the attention of the relevant authorities and prospective participants within your administration.

Yours faithfully,

(signed)

Doreen Bogdan-Martin
Secretary-General

Annexes: 2

ANNEX 1

Registration, eligibility criteria and selection process

1 Self-paced online training course

The self-paced online training course is **open to all delegates** from ITU Member States participating in PP-26.

The course will be hosted first in English on the ITU Academy and subsequently available in the six official ITU languages.

Apply to this link: academy.itu.int/training-courses/full-catalogue/self-paced-introduction-itus-statutory-conferences-plenipotentiary-conference.

2 Regional training sessions on negotiation and leadership and online networking and mentoring sessions

Participation in the regional online training webinars and networking and mentoring sessions is restricted to:

- ITU Member States women delegates;
- ITU Member States young delegates, 35 years old and younger.

Priority will be given to women and young delegates who:

- intend to participate in PP-26;
- are first time participants in ITU conferences;
- aspire to take on active or leadership roles during PP-26.

Nomination and registration link: academy.itu.int/training-courses/full-catalogue/plenipotentiary-2026-capacity-development-programme-women-and-young-delegates.

3 Selection process for the regional training sessions on negotiation and leadership and online networking and mentoring sessions

To ensure an interactive learning environment, participation in the regional online training webinars will be limited to a maximum of 30 participants per ITU region.

The ITU secretariat will review nominations on a first come, first served basis and with a view to ensuring diversity of backgrounds and experiences;

Successful participants will receive confirmation and instructions by email.

4 Contact information

For questions related to registration and participation, please contact itupp26training@itu.int.

ANNEX 2

Programme overview and provisional schedule

1 Overview of the programme

The “Enhancing the participation of delegates in the ITU Plenipotentiary Conference 2026 training programme” aims to strengthen delegates’ understanding of ITU processes and enhance their ability to participate effectively in negotiations, drafting processes, regional coordination mechanisms and leadership roles during PP-26. The programme is coordinated by the ITU Gender and Youth Office (GYO) and comprises three complementary components: a self-paced online course, regional online training session, and networking and mentoring activities.

2 Self-paced online training course

The self-paced online course will be hosted on the ITU Academy and made available in the six official ITU languages.

The course is open to all delegates and will provide practical knowledge on:

- ITU governance and decision-making processes;
- the role and functioning of the Plenipotentiary Conference;
- conference procedures and working methods;
- proposal development and submission processes; and
- effective participation in ITU conferences and negotiations.

3 Regional online training webinars on negotiation and leadership skills

Six regional online training webinars will be organized for women and young delegates selected through the registration process.

The training webinars will be delivered by Mr Robert Weibel, Executive Director and Founder of the Centre for Experiential Negotiation and Applied Diplomacy (CENAD), Geneva. He has delivered international and diplomatic negotiation training, coaching and policy advice worldwide since 1987 for more than 150 governments and international organizations (UN, EU, OSCE, COE, ICRC, MSF, etc.), civil society organizations and major industrial companies. Whilst Professor of Practice at the Geneva Graduate Institute, Universities of Geneva, Bern, and the Vienna Diplomatische Akademie, he especially loves working with practitioners “from the field”.

The training follows an experiential and practical learning approach, combining interactive exercises, negotiation simulations, group work, and facilitated debriefings.

Each five-hour webinar will include:

- introduction to international negotiation concepts and skillsets;
- two ITU PP-26 negotiation simulations;
- peer exchanges and facilitated discussions;
- practical exercises on consensus-building and coalition-building; and
- guidance on leadership, meeting management and conference participation.

Particular attention will be given to:

- negotiation preparation and strategy;

- understanding formal and informal negotiation processes;
- working effectively within regional groups and delegations;
- building confidence and influence in multilateral settings;
- consensus-building and conflict-resolution techniques; and
- leadership and chairing skills relevant to ITU conferences.

4 Regional online networking and mentoring sessions

Participants selected for the regional online sessions, will also participate in a series of networking and mentoring sessions with experienced ITU delegates and experts.

These sessions will provide opportunities to:

- exchange experiences and lessons learned from previous delegates in ITU conferences;
- discuss practical aspects of preparing for and participating in PP-26;
- strengthen professional and peer networks across regions;
- receive guidance from experienced delegates and former conference leaders; and
- support participants' continued preparation for PP-26.

5 Provisional schedule

Regional online training webinars on developing negotiating skills and chairing meetings
(6 hours each, including a 1-hour break)

ITU Region	Date	Time (CEST)
Americas (AMS)	Monday, 28 September 2026	1300-1900
Commonwealth of Independent States (CIS)	Tuesday, 29 September 2026	0800-1400
Arab States (ARB)	Wednesday, 30 September 2026	0800-1400
Europe (EUR)	Monday, 5 October 2026	1300-1900
Africa (AFR)	Tuesday, 6 October 2026	0900-1500
Asia-Pacific (APT)	Wednesday, 7 October 2026	0700-1300

Regional networking and mentoring sessions
(2 hours each)

ITU Region	Date	Time (CEST)
Americas (AMS)	Monday, 12 October 2026	1400-1600
Commonwealth of Independent States (CIS)	Tuesday, 13 October 2026	0930-1130
Arab States (ARB)	Wednesday, 14 October 2026	0930-1130
Europe (EUR)	Thursday, 15 October 2026	1400-1600
Africa (AFR)	Friday, 16 October 2026	0930-1130
Asia-Pacific (APT)	Monday, 19 October 2026	0800-1000

The dates and times above are indicative and may be subject to adjustment by the ITU Gender and Youth Office.
Participants will receive final connection details and preparatory materials in advance of their respective webinars.