General Secretariat (SG)

Geneva, 6 November 2026

Ref.: **CL-26/49**
Contact: Ms Béatrice Pluchon
E-mail: gbs@itu.int

To Member States of ITU
Attn: Heads of Delegation of PP-26

Subject: **PP-26: New online platform for the preparation and submission of declarations and reservations**

Dear Madam, Sir,

I am pleased to inform you that, for the ITU Plenipotentiary Conference 2026 (PP-26), a new online platform is being introduced for the preparation and submission of declarations and reservations in connection with the Final Acts of the Conference.

The PP-26 Declarations and Reservations Platform is intended to simplify and streamline the preparation and submission process for Member States, while facilitating the timely and efficient processing of declarations and reservations by the secretariat.

The platform will enable delegates to:

- prepare a new declaration or reservation directly online;
- save a text as a draft and complete or revise it before submission;
- search and retrieve declarations and reservations submitted at previous Plenipotentiary Conferences, extract the relevant text and use it as the basis for a new submission, revising it as appropriate for PP-26;
- prepare and submit a declaration or reservation on behalf of one administration while including other administrations concerned in the same submission, thereby facilitating the preparation of joint declarations and reservations; and
- follow the status of a submission once it has been transmitted to the secretariat.

Declarations and reservations may be submitted in any one of the six official languages of the Union.

Member States are kindly requested to note that declarations and reservations may only be formally submitted through the new platform by a delegate with an ITU user account with TIES access, on behalf of the head of his/her delegation.

Once a declaration or reservation has been formally submitted, a reference number will be assigned, which should be quoted in any subsequent communication with the PP-26 secretariat concerning the submission.

Detailed guidelines for the preparation and submission of declarations and reservations through the new platform, including practical instructions for its use, are available on the PP-26 website at pp.itu.int/2026/en/documents/declarations-and-reservations/.

The deadlines for the submission of declarations and reservations, including any subsequent submission period, will be announced during the Conference in accordance with the applicable procedures.

Member States are invited to familiarize themselves with the new platform in advance and to ensure that all relevant members of their delegations are aware of these new arrangements. For questions or assistance, please contact the PP-26 secretariat at contributions@itu.int. For technical assistance with the platform, contact LING-IT-support@itu.int.

I would be grateful if you could bring this Circular Letter to the attention of the members of your delegation concerned.

Yours faithfully,

(signed)

Doreen Bogdan-Martin
Secretary-General