# Annex 1: Template Transfer of Powers under CV 335

## TRANSFER OF POWERS

*[NAME OF MEMBER STATE]*

We, *[Head of State / Head of Government / Minister for Foreign Affairs / Minister responsible for questions dealt with during the conference]*[1](#_bookmark0), hereby certify that

 *[name of Member State]* is unable to send its own delegation to the World Telecommunication Development Conference (WTDC-25) to be held in Baku, Azerbaijan, from 17 to 28 November 2025.

Consequently, pursuant to No. 335 of the ITU Convention, *[name of Member State]* grants full powers to the delegation of *[name of receiving Member State]* to vote on its behalf during the conference.

In witness whereof we sign this transfer of powers.

Done at , on 2025, by:

 (Signature)

|  |  |
| --- | --- |
| **Official seal** | *[Head of State/**Head of Government/ Minister for Foreign Affairs/**Minister responsible for questions dealt with during the conference]* **1** |

1 Delete as appropriate.

# Annex 2: Example of wording for a Transfer of Vote under CV 336

“*Pursuant to No. 336 of the ITU Convention, I wish to hereby notify you that the delegation of <Member State transferring its voting right> gives the delegation of <Member State receiving the voting right> a mandate to exercise its vote on its behalf at the present conference for the <identified session or sessions, e.g. “fourth Plenary session”, “remaining Plenary sessions of the Conference”>, at which it will be unable to be present*”.

*<signature>*

*<name of HoD/Deputy HoD>*

# Annex 3: CV 335 to CV 338

## CV 335

As a general rule, Member States should endeavour to send their own delegations to conferences of the Union. However, if a Member State is unable, for exceptional reasons, to send its own delegation, it may give the delegation of another Member State powers to vote and sign on its behalf. Such powers must be conveyed by means of an instrument signed by one of the authorities mentioned in Nos. 325 or 326 above.

## CV 336

A delegation with the right to vote may give to another delegation with the right to vote a mandate to exercise its vote at one or more meetings at which it is unable to be present. In such a case it shall, in good time, notify the Chairman of the conference in writing

## CV 337

A delegation may not exercise more than one proxy vote.

## CV 338

Credentials and transfers of powers sent by telegram shall not be accepted. Nevertheless, replies sent by telegram to requests by the Chairman or the secretariat of the conference for clarification of credentials shall be accepted.