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## **WORLD SUMMIT ON THE INFORMATION SOCIETY**

**10-12 DECEMBER 2003, GENEVA**

### **GUIDELINES FOR FELLOWSHIPS FOR PARTICIPANTS FROM GOVERNMENT AND FROM BUSINESS SECTOR ENTITIES ONLY\***

To facilitate the participation of developing countries at the World Summit on the Information Society (WSIS), ITU is pleased to announce that a limited number of fellowships will be available to participants from developing countries, with priority being given to participants from Least Developed Countries.

#### **A. Rules governing the administration of fellowships for the World Summit on the Information Society, Geneva, Switzerland, from 10-12 December 2003**

##### **A.1 Application procedure**

Submission of a nomination form duly completed (see Form), signed and endorsed by the official responsible to nominate candidates in the organization/entity must be received no later than:

**1 November 2003**

#### **Candidates may be received from the following two categories:**

- governments,
- business sector entities.

#### **Profile of candidate:**

- Senior Managers responsible for ICT-related issues at decision-making or policy level.

Validated, signed applications, including the medical report, may be forwarded to:

WSIS Fellowships  
Geneva

Fax: +41 22 7305778

Email: [wsis-fellowships@itu.int](mailto:wsis-fellowships@itu.int)

#### **\*Candidates from civil society**

For information on fellowships for civil society (including NGOs), please refer to the website of the WSIS Civil Society Division at [www.geneva2003.org](http://www.geneva2003.org).

## **A.2 Selection process**

The WSIS Fellowship Selection Panel will review the nomination forms and make the final choice of candidates to receive fellowships. Only successful candidates will be informed of their selection.

### **Criteria for the selection process**

- Nomination forms to be validated by the official responsible to nominate candidates
- Candidate's professional experience and position and their relevance to the WSIS agenda
- Date of receipt of candidature
- Candidate from a Least Developed Country (LDC)
- Candidate from a non-LDC developing country or a country in transition, if funds available
- Category of eligible organization: government, business sector entity
- Geographical distribution
- Gender (women candidates encouraged)
- Previous participation in WSIS PrepComs and/or other WSIS preparatory events.
- For Business Sector candidates: small or medium size enterprises only
- For Business Sector candidates: Business entity must be accredited (see <http://www.itu.int/wsisp/participation/accreditation.html>)

## **A.3 Entitlements of selected participants**

- round-trip international air travel to Geneva via the most direct and economical route
- accommodation selected and pre-paid by ITU for the duration of the meeting. No additional daily allowance will be paid for alternative lodging.
- daily allowance for meals and incidental expenses.

## **B. Medical benefits**

Selected participants will automatically be insured against the risks of illness and accident through J. Van Breda S.A.'s comprehensive global insurance scheme, provided participants have been medically cleared before departure. A statement of good health (page 2 of Nomination Form) attested to by a duly-qualified physician should be forwarded to ITU along with the Nomination Form.

## **C. Waiver of ITU responsibility**

The ITU assumes no liability for damage to persons or property caused by a participant.

## **D. Obligations of fellowship participants**

- To participate in the WSIS in accordance with instructions issued by Fellowships Service.
- To participate for the entire duration of the WSIS, from the first day to the closing session.
- To conduct themselves at all times in a manner compatible with their responsibility as holders of WSIS fellowship awards.

- To refrain from engaging in political, commercial and any other activities incompatible with the WSIS during the period of award.

**E. Languages of the World Summit on the Information Society**

Simultaneous interpretation in six official languages (Arabic, Chinese, English, French, Russian, and Spanish) will be available during the WSIS, however, some documents will be in English only.