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| C:\Users\Amoahgif\Desktop\Workshop\Workshop Docs\ITU logo.png | | **International telecommunication union**  **Telecommunication Standardization Bureau** | |  |
|  | | | Geneva, 8 September 2021 | |
| Ref: | **Corrigendum 3 to TSB Circular 202**  DIR | | - To Administrations of Member States of the Union;  - To ITU-T Sector Members  **Copy:** | |
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| E-mail: | [tsbdir@itu.int](mailto:tsbdir@itu.int) | | - To the Chairmen and Vice-Chairmen of ITU-T Study Groups, TSAG and SCV;  - To the Director of the Telecommunication Development Bureau;  - To the Director of the Radiocommunication Bureau | |
| **Subject**: | **Candidates for chairmen and vice-chairmen of ITU-T study groups, the Telecommunication Standardization Advisory Group (TSAG) and the Standardization Committee for Vocabulary (SCV) for 2021-2024** | | | |

Dear Sir/Madam,

With reference to ITU-SG Circular letter No. [CL-21/39](https://www.itu.int/md/S21-SG-CIR-0039), the next WTSA will take place from 1 to 9 March 2022 preceded by the Global Standards Symposium on 28 February 2022, the venue of both events is Geneva, Switzerland. WTSA-20 will be appointing chairmen and vice-chairmen of ITU‑T study groups, the Telecommunication Standardization Advisory Group (TSAG) and the Standardization Committee for Vocabulary (SCV) for 2022-2024.

In accordance with Resolution 208 (Rev. Dubai, 2018) of the Plenipotentiary Conference on the appointment and maximum term of office for chairmen and vice-chairmen of Sector advisory groups, study groups and other groups (see Annex 1 to Circular 202), and Resolution 35 (Rev. Hammamet, 2016) of WTSA on the appointment and maximum term of office for chairmen and vice-chairmen of study groups of the Telecommunication Standardization Sector and of the Telecommunication Standardization Advisory Group (see Annex 2 to Circular 202), Member States, ITU-T Sector Members and the study groups concerned and TSAG are encouraged to help WTSA appoint chairmen and vice-chairmen of ITU-T study groups, the Telecommunication Standardization Advisory Group (TSAG) and the Standardization Committee for Vocabulary (SCV) by indicating suitable candidates.

The web page <https://www.itu.int/en/ITU-T/wtsa20/candidates> lists candidatures already submitted by various administrations/organizations. Should your administration/organization also like to propose a candidate for a post of chairman or vice‑chairman of an ITU-T study group, TSAG or SCV, or support a currently serving chairman or vice-chairman, I would very much appreciate your sending me by **30 November 2021**, but no later than **14 February 2022**, the name and biographical profile highlighting the qualifications of the individual concerned.

A leadership meeting with the newly elected chairmen and vice-chairmen will take place on 10 March 2022, i.e., the day after the WTSA-20 closing plenary.

I would like to draw your attention to the procedure for appointing chairmen and vice-chairmen in Resolution 208 (Rev. Dubai, 2018) of the Plenipotentiary Conference) (see Annex 1 to Circular 202). In addition, WTSA Resolution 1 (Rev. Hammamet, 2016) clause 3.2 states that “Appointment of chairmen and vice‑chairmen shall be based upon demonstrated competence both in technical content of the study group concerned and in the management skills required, taking into account the need to promote equitable geographical distribution and gender balance and the participation of developing countries. Those appointed should be active in the field of the study group concerned and committed to the work of the study group. Other considerations, including incumbency, shall be secondary.”

No.242 of the Convention states that “The […] world telecommunication standardization assembly […] shall appoint the chairman and one vice-chairman or more for each study group. In appointing chairmen and vice‑chairmen, particular consideration shall be given to the requirements of competence and equitable geographical distribution and to the need to promote more efficient participation by the developing countries”.

In addition to Resolution 208 (Rev. Dubai, 2018) of the Plenipotentiary Conference) and Resolution 35 (Rev. Hammamet, 2016) of WTSA, I would also like to draw your attention to WTSA Resolution 55 (Rev. Hammamet, 2016) on promoting gender equality in ITU Telecommunication Standardization Sector activities, which invites Member States and Sector Members to submit candidatures for chairman and vice‑chairman posts taking in consideration the active involvement of women as well as men in standardization groups and activities.

Based on experience, I would like to provide you with the following additional considerations:

- the position of study group chairman or vice-chairman is not an honorary position;

- candidates and/or their nominating Administrations should assure the commitment of time and resources to fulfil the duties of the chairmen and vice-chairmen;

- administrations are requested to nominate only a limited number of candidates, especially for chairmanships, and should not include candidates for vice-chairmanship of a study group for which they have a candidate for chairmanship. Failure to appoint a candidate for chairmanship will not automatically entitle the candidate to a vice-chairmanship post;

- only pre-announced candidates will be taken into consideration in the appointment process.

Please note that WTSA-12 agreed that the chairmen and vice-chairmen of all regional groups of the study groups (including those of ITU-T SG3 regional groups) would be appointed not by WTSA but directly by the study groups (see WTSA-12 Proceedings, Report of the fourth to seventh Plenary meetings and closing ceremony, section 8.2).

Some of the current chairmen and vice-chairmen of the study groups and TSAG will have completed two terms by the next WTSA and will not be eligible to re-election to the same position (please see Annex 3 of Circular 202). There are no term limits for the chairman and vice‑chairmen of the SCV.

I look forward to seeing all of you at WTSA-20.

Yours faithfully,

Chaesub Lee  
Director of the Telecommunication  
Standardization Bureau

**Annexes:** 3

ANNEX 1  
(to TSB Circular 202)

Resolution 208 (DUBAI, 2018)

Appointment and maximum term of office for chairmen and vice-chairmen of Sector advisory groups, study groups and other groups

The Plenipotentiary Conference of the International Telecommunication Union (Dubai, 2018),

recalling

*a)* Resolution 166 (Rev. Busan, 2014) of the Plenipotentiary Conference, on the number of vice-chairmen of Sector advisory groups, study groups and other groups;

*b)* Resolution 58 (Rev. Busan, 2014) of the Plenipotentiary Conference, on strengthening of relations between ITU, regional telecommunication organizations and all Member States without exception, for the regional preparations for the Plenipotentiary Conference;

*c)* Resolution 70 (Rev. Dubai, 2018) of this conference, on mainstreaming a gender perspective in ITU and promotion of gender equality and the empowerment of women through information and communication technologies;

*d)* Resolution ITU‑R 15-6 (Rev. Geneva, 2015) of the Radiocommunication Assembly (RA), Resolution 35 (Rev. (Hammamet, 2016) of the World Telecommunication Standardization Assembly (WTSA) and Resolution 61 (Rev. Dubai, 2014) of the World Telecommunication Development Conference (WTDC), on appointment and maximum term of office for chairmen and vice-chairmen of the respective advisory groups and study groups;

*e)* Resolution 1386 adopted by the ITU Council at its 2017 session, on the ITU Coordination Committee for Terminology (CCT),

considering

*a)* that No. 242 of the ITU Convention requires RA, WTSA and WTDC to appoint the chairman and one vice-chairman or more for each study group, taking account of competence and equitable geographical distribution, and the need to promote more efficient participation by the developing countries[[1]](#footnote-1)1;

*b)* that No. 243 of the Convention stipulates that, if the workload of any study group requires, the assembly or conference shall appoint such additional vice-chairmen as it deems necessary;

*c)* that No. 244 of the Convention provides a procedure for a study group to elect a chairman in the interval between two assemblies or conferences when a chairman is unable to carry out his or her duties;

*d)* that procedures and qualifications for the chairmen and vice-chairmen of Sector advisory groups should generally follow those for the appointment of study group chairmen and vice-chairmen;

*e)* that experience of ITU in general and of the relevant Sector in particular would be of particular value for the chairmen and vice-chairmen of advisory groups;

*f)* that relevant sections of the respective Resolution 1 on working methods of each Sector contain guidelines regarding the appointment of advisory group and study group chairmen and vice-chairmen at the assembly or conference,

recognizing

*a)* that currently the three ITU Sectors have established a similar appointment procedure, required qualifications and guidelines with respect to chairmen and vice-chairmen of Sector advisory groups, study groups and other groups[[2]](#footnote-2)2;

*b)* the need to seek and encourage suitable representation of chairmen and vice-chairmen coming from developing countries;

*c)* the need to encourage the effective participation of all elected vice-chairmen in the work of their respective advisory groups and study groups, through the establishment of specific roles for each elected vice-chairman, so as to better distribute the management workload of the meetings of the Union,

recognizing further

*a)* that the Sector advisory groups, study groups and other groups should appoint only the number of vice-chairmen deemed necessary for the efficient and effective management and functioning of the group in question;

*b)* that steps should be taken to provide some continuity between chairmen and vice-chairmen;

*c)* the benefits of establishing maximum terms of office in order, on the one hand, to guarantee reasonable stability to advance the work, and, on the other, to allow for renewal with candidates having new perspectives and vision;

*d)* the importance of effectively mainstreaming a gender perspective in the policies of all ITU Sectors,

taking into account

*a)* that a maximum time in office of two terms for Sector advisory group, study group and other group chairmen and vice-chairmen provides for a reasonable amount of stability while providing the opportunity for different individuals to serve in these capacities;

*b)* that the management team of a Sector advisory group and a study group should include at least the chairman, vice-chairmen and subordinate group chairmen;

*c)* the advantages of nominating by consensus up to two candidates per regional organization[[3]](#footnote-3)3 for the vice-chairmen of the advisory groups;

*d)* the value of prior experience of the nominee, at least as chairman or vice-chairman of working parties and as rapporteur, vice-rapporteur, associate rapporteur or editor in the respective study groups,

resolves

1 that candidates for the posts of chairmen and vice-chairmen of Sector advisory groups, study groups and other groups (including, to the extent practicable, the Conference Preparatory Meeting (CPM) and the Coordination Committee for Vocabulary (CCV) in the ITU Radiocommunication Sector (ITU‑R)[[4]](#footnote-4)4, and the Standardization Committee for Vocabulary (SCV) in ITU Telecommunication Standardization Sector (ITU‑T)4), should be appointed according to the procedures given in Annex 1, the qualifications given in Annex 2 and the guidelines given in Annex 3 to this resolution and *resolves* 2 of Resolution 58 (Rev. Busan, 2014);

2 that candidates for the posts of chairmen and vice-chairmen of the Sector advisory groups, study groups and other groups should be identified, taking into account that, for each Sector advisory group, study group and other group, the respective assembly or conference will appoint the chairman and only the number of vice-chairmen deemed necessary for the efficient and effective management and functioning of the group in question, applying the guidelines given in Annex 3;

3 that nominations for the posts of chairmen and vice-chairmen of the Sector advisory groups, study groups and other groups should be accompanied by a biographical profile highlighting the qualifications of the individuals proposed, taking into consideration continuity in participation in the Sector advisory group, study group or other group, and that the Director of the Bureau concerned will circulate the profiles to the heads of delegation present at the assembly or conference;

4 that the term of office for both chairmen and vice-chairmen shall not exceed two terms of office between consecutive assemblies or conferences;

5 that the term of office in one appointment (e.g. as a vice-chairman) does not count towards the term of office for another appointment (e.g. as a chairman) and that steps should be taken to provide some continuity between chairmen and vice-chairmen;

6 that the period served by a chairman or vice-chairman elected under No. 244 of the Convention in the interval between assemblies or conferences does not count towards the term of office,

resolves further

1 that vice-chairmen of Sector advisory groups and study groups should be encouraged to assume a leadership role in activities in order to ensure equitable distribution of the tasks and achieve greater involvement of the vice-chairmen in the management and work of advisory groups and study groups;

2 that the appointment of vice-chairmen of Sector advisory groups should be limited to two candidates and of vice-chairmen of study groups to two or three candidates from each regional organization, taking into account Resolution 70 (Rev. Dubai, 2018) and *resolves* 2 of Resolution 58 (Rev. Busan, 2014), to ensure equitable geographical distribution among the ITU regions so as to ensure that every region is represented by not more than three competent and qualified candidates;

3 that the appointment of candidates from countries that do not hold any chairmanship or vice-chairmanship position should be encouraged;

4 that no single individual may hold more than one vice-chairmanship position in these groups in any one Sector, and only in exceptional cases hold such a position in more than one Sector;

5 that each ITU regional organization attending RA, WTSA and WTDC should be encouraged, when assigning the positions to individual experienced professionals, to observe fully the principle of equitable geographical distribution among ITU regional organizations, and the need to promote more efficient participation by the developing countries;

6 that the above-mentioned guidelines may, to the extent practicable, be applied to CPM in ITU‑R,

instructs the ITU Council

to continually discuss the effectiveness of the selection/appointment criteria and the workload performed by all elected chairmen and vice-chairmen in the management of study groups, advisory groups and other groups, and report to the plenipotentiary conference,

invites Member States and Sector Members

1 to support their successful candidates for such posts in the Sector advisory groups, study groups and other groups, and support and facilitate their task during their term of office;

2 to promote the nomination of women candidates for the posts of chairmen and vice-chairmen of the Sector advisory groups, study groups and other groups.

ANNEX 1 TO Resolution 208 (Dubai, 2018)

Procedure for the appointment of chairmen and vice-chairmen of the Sector advisory groups, study groups and other groups

1 Typically, the positions of chairmen and vice-chairmen to be filled are known in advance of the assembly or conference.

a) In order to help the assembly or conference appoint chairmen/vice-chairmen, Member States and Sector Members of the Sector in question are encouraged to indicate to the Director of the Bureau suitable candidates preferably three months, but no later than two weeks, before the opening of the assembly or conference.

b) In nominating suitable candidates, Sector Members should carry out prior consultations with the administration/Member State concerned, in order to avoid any possible disagreement in regard to such nomination.

c) On the basis of proposals received, the Director of the Bureau will circulate to Member States and Sector Members the list of candidates. The list of candidates should be accompanied by an indication of the qualifications of each candidate as given in Annex 2 to this resolution.

d) On the basis of this document and any relevant comments received, the heads of delegation, at a suitable time during the assembly or conference, should be invited to prepare, in consultation with the Director of the Bureau, a consolidated list of designated chairmen and vice-chairmen of the Sector advisory group, study groups and other groups to be submitted in a document to the assembly or conference for final approval.

e) In drafting the consolidated list, the following should be taken into account: In cases where there are two or more candidates with equal competence for the same chairman position, preference should be given to candidates from Member States and Sector Members having the lowest number of designated Sector advisory group and study group chairmen.

2 Situations which cannot be considered within the above will be dealt with on a case-by-case basis at the assembly or conference. For example, if a merger of two existing study groups is envisaged, the proposals pertaining to the relevant study groups can be considered. Therefore, the procedure outlined in § 1 can still be applied.

3 However, if the assembly or conference decides to set up a completely new study group, discussions will have to be held at the assembly or conference and appointments made.

4 These procedures should be applied for appointments made by an advisory group under delegated authority of the respective assembly or conference.

5 Vacant positions of chairmen and vice-chairmen that occur in mid-term between assemblies or conferences are filled in accordance with No. 244 of the Convention.

ANNEX 2 TO Resolution 208 (Dubai, 2018)

Qualifications of chairmen and vice-chairmen

1 No. 242 of the Convention states that:

"… In appointing chairmen and vice-chairmen, particular consideration shall be given to the requirements of competence and equitable geographical distribution and to the need to promote more efficient participation by the developing countries."

Whilst giving primary consideration to the qualifications below, there should be an appropriate representation of chairmen and vice-chairmen from developing countries, including the least developed countries, small island developing states, landlocked developing countries and countries with economies in transition.

2 As regards competence, the following qualifications, *inter alia*, appear to be of importance when appointing chairmen and vice-chairmen:

a) relevant professional knowledge and experience;

b) continuity in participation in the relevant study group or, for chairmen and vice-chairmen of Sector advisory groups, in ITU in general and the respective Sector in particular;

c) managerial skills;

d) availability to assume and discharge duties without delay for the period up to the next assembly or conference;

e) knowledge of activities related to the Sector's mandate.

3 Particular reference to the above qualifications should be included in the biographical profile to be circulated by the Director of the Bureau.

ANNEX 3 TO Resolution 208 (Dubai, 2018)

Guidelines for appointment of the optimum numbers of vice-chairmen   
for Sector advisory groups, study groups and other groups

1 Pursuant to No. 242 of the Convention, and to the extent practicable, the requirements of competence, equitable geographical distribution and the need to promote more efficient participation by the developing countries should be taken into account[[5]](#footnote-5)5.

2 To the extent possible, and taking into account the need for demonstrated competence, appointment or selection to the management team should utilize the human resources of as broad a range of Member States and Sector Members as possible, at the same time recognizing the need to appoint only the number of vice-chairmen necessary for the efficient and effective management and functioning of the study groups, consistent with the projected structure and work programme.

3 The workload should be a factor in determining the appropriate number of vice-chairmen to ensure that every aspect within the purview of the Sector advisory groups, study groups and other groups is fully managed. The distribution of tasks among the vice-chairmen shall be made in the framework of each study group and advisory group, and may be modified according to the needs of the work.

4 The total number of vice-chairmen proposed by any administration should be reasonable, so as to observe the principle of equitable distribution of posts among the Member States concerned.

5 Regional representation in the advisory groups and study groups of all three Sectors should be taken into account, so that no single individual may hold more than one vice-chairmanship position in these groups in any one Sector, and only in exceptional cases hold such a position in more than one Sector[[6]](#footnote-6)6.

ANNEX 2  
(to TSB Circular 202)

RESOLUTION 35 (Rev. Hammamet, 2016)

Appointment and maximum term of office for chairmen and vice‑chairmen   
of study groups of the Telecommunication Standardization Sector   
and of the Telecommunication Standardization Advisory Group

(Montreal, 2000; Florianópolis, 2004; Johannesburg, 2008;  
Dubai, 2012; Hammamet, 2016)

The World Telecommunication Standardization Assembly (Hammamet, 2016),

considering

*a)* that No. 189 of the ITU Convention provides for the establishment of study groups of the ITU Telecommunication Standardization Sector (ITU‑T);

*b)* that Article 20 of the Convention provides that, in appointing chairmen and vice-chairmen, personal competence and equitable geographical distribution should be especially kept in mind, as well as the need to promote more effective participation by developing countries[[7]](#footnote-7)1;

*c)* that No. 192 of the Convention and other related provisions indicate the nature of the work of the study groups;

*d)* that provisions for the Telecommunication Standardization Advisory Group (TSAG) have been incorporated in Article 14A of the Convention;

*e)* that No. 242 of the Convention requires the World Telecommunication Standardization Assembly (WTSA) to appoint chairmen and vice‑chairmen of study groups, taking account of competence and equitable geographical distribution, and the need to promote more efficient participation by the developing countries;

*f)* that 1.10 of Section 1 of Resolution 1 (Rev. Hammamet, 2016) of this assembly indicates that WTSA shall appoint the chairmen and vice‑chairmen of study groups and of TSAG;

*g)* that Section 3 of Resolution 1 (Rev. Hammamet, 2016) of this assembly contains guidelines regarding the appointment of study group chairmen and vice-chairmen at WTSAs;

*h)* that procedures and qualifications for the chairman and vice-chairmen of TSAG should generally follow those for the appointment of study group chairman and vice-chairmen;

*i)* that experience of ITU in general, and of ITU‑T in particular, would be of particular value for the chairman and vice-chairmen of TSAG;

*j)* that No. 244 of the Convention describes the procedure for replacing a study group chairman or vice‑chairman who is unable to carry out his or her duties at some time in the interval between two WTSAs;

*k)* that No. 197G of the Convention states that TSAG shall "adopt its own working procedures compatible with those adopted by the world telecommunication standardization assembly";

*l)* that a specific time-limit on the term of office would permit the introduction of new ideas on a periodic basis, while at the same time give an opportunity for study group chairmen and vice‑chairmen and the chairman and vice‑chairmen of TSAG to be appointed from different Member States and Sector Members,

pursuant to

*a)* Resolution 166 (Rev. Busan, 2014) of the Plenipotentiary Conference, on the number of vice-chairmen of Sector advisory groups, study groups and other groups;

*b)* Resolution 70 (Rev. Busan, 2014) of the Plenipotentiary Conference, on mainstreaming a gender perspective in ITU and promotion of gender equality and the empowerment of women through information and communication technologies,

noting

*a)* Article 19 of the Convention, on the participation of entities and organizations in the Union's activities;

*b)* Resolution 58 (Rev. Busan, 2014) of the Plenipotentiary Conference, on strengthening of relations between ITU and regional telecommunication organizations and regional preparations for the Plenipotentiary Conference, in particular *resolves* 2 thereof;

*c)* Resolution 43 (Rev. Dubai, 2012) of WTSA, on regional preparations for WTSAs,

taking into account

*a)* that a maximum time in office of two terms for study group and TSAG chairmen and vice‑chairmen provides for a reasonable amount of stability while providing the opportunity for different individuals to serve in these capacities;

*b)* that the management team of TSAG and a study group should include at least the chairman, vice‑chairmen and subordinate group chairmen;

*c)* the convenience of nominating by consensus up to two candidates per region as vice-chairmen of the advisory group;

*d)* the value of prior experience of the nominee at least as rapporteur, associate rapporteur or editor in the respective study groups,

resolves

1 that candidates for the posts of chairmen and vice-chairmen of the ITU‑T study groups and candidates for the posts of chairman and vice-chairmen of TSAG should be appointed according to the procedures given in Annex A, the qualifications given in Annex B and the guidelines given in Annex C to this resolution and *resolves* 2 of Resolution 58 (Rev. Busan, 2014);

2 that candidates for the posts of study group chairmen and vice-chairmen and candidates for the posts of chairman and vice-chairmen of TSAG should be identified, taking into account that, for each study group and for TSAG, WTSA will appoint the chairman and only the number of vice-chairmen deemed necessary for the efficient and effective management and functioning of the group in question, applying the guidelines given in Annex C;

3 that nominations for the posts of study group chairmen and vice‑chairmen or for the posts of chairman and vice‑chairmen of TSAG should be accompanied by a biographical profile highlighting the qualifications of the individuals proposed, taking into careful consideration continuity in participation in ITU‑T study groups or TSAG, and that the Director of the Telecommunication Standardization Bureau will circulate the profiles to the heads of delegation present at WTSA;

4 that the term of office for both chairmen and vice-chairmen should not exceed two terms of office between consecutive assemblies;

5 that the term of office in one appointment (e.g. as a vice-chairman) does not count towards the term of office for another appointment (e.g. as a chairman) and that steps should be taken to provide some continuity between chairmen and vice-chairmen;

6 that the interval between assemblies during which a chairman or vice-chairman is elected under No. 244 of the Convention does not count towards the term of office,

resolves further

1 that vice-chairmen of TSAG and study groups should be encouraged to assume the leadership role of activities in order to ensure equitable distribution of tasks and to achieve greater involvement by the vice-chairmen in the management and work of TSAG and the study groups;

2 that the appointment of vice-chairmen of study groups should be limited to three candidates from each region, taking into account Resolution 70 (Rev. Busan, 2014) and *resolves* 2 of Resolution 58 (Rev. Busan, 2014), to ensure equitable geographical distribution among the ITU regions so as to ensure that every region is represented by not more than three competent and qualified candidates,

invites Member States and Sector Members

1 to support their successful candidates for such posts in ITU‑T, and support and facilitate their task during their term of office;

2 to promote the nomination of women candidates for the posts of chairmen and vice-chairmen of the ITU‑T study groups and for the posts of chairman and vice-chairmen of TSAG.

ANNEX A  
(to Resolution 35 (Rev. Hammamet, 2016))

Procedure for the appointment of chairmen and   
vice‑chairmen of the ITU‑T study groups   
and of TSAG

1 Typically, the positions of chairmen and vice‑chairmen to be filled are known in advance of WTSA.

a) In order to help WTSA appoint chairmen/vice‑chairmen, Member States and ITU‑T Sector Members are encouraged to indicate to the Director of TSB suitable candidates, preferably three months, but no later than two weeks, before the opening of WTSA.

b)In nominating suitable candidates, ITU‑T Sector Members should carry out prior consultations with the administration/Member State concerned, in order to avoid any possible disagreement in regard to such nomination.

c) On the basis of received proposals, the Director of TSB will circulate to Member States and Sector Members the list of candidates. The list of candidates should be accompanied by an indication of the qualifications of each candidate as given in Annex B to this resolution.

d) On the basis of this document and any relevant received comments, the heads of delegation, at a suitable time during WTSA, should be invited to prepare, in consultation with the Director of TSB, a consolidated list of designated study group chairmen and vice‑chairmen to be submitted in a document to WTSA for final approval.

e) In drafting the consolidated list, the following should be taken into account: In cases where there are two or more candidates with equal competence for the same chairman position, preference should be given to candidates from Member States and Sector Members having the lowest number of designated study group and TSAG chairmen.

2 Situations which cannot be considered within the above will be dealt with on a case-by-case basis at WTSA.

For example, if a merger of two existing study groups is envisaged, the proposals pertaining to the relevant study groups can be considered. Therefore the procedure outlined in § 1 can still be applied.

However, if WTSA decides to set up a completely new study group, discussions will have to be held at WTSA and appointments made.

3 These procedures should be applied for appointments made by TSAG under delegated authority (see Resolution 22 (Rev. Hammamet, 2016) of this assembly).

4 Vacant positions of chairmen and vice-chairmen that occur in mid-term between WTSAs are filled in accordance with No. 244 of the Convention.

ANNEX B  
(to Resolution 35 (Rev. Hammamet, 2016))

Qualifications of chairmen and vice‑chairmen

No. 242 of the Convention states that:

"… In appointing chairmen and vice‑chairmen, particular consideration shall be given to the requirements of competence and equitable geographical distribution and to the need to promote more efficient participation by the developing countries."

Whilst giving primary consideration to the qualifications below, there should be an appropriate representation of chairmen and vice-chairmen from developing countries, including the least developed countries, small island developing states and countries with economies in transition.

As regards competence, the following qualifications, *inter alia*, appear to be of paramount importance when appointing chairmen and vice‑chairmen:

– relevant professional knowledge and experience;

– continuity in participation in the relevant study group or, for chairmen and vice-chairmen of TSAG, in ITU‑T;

– managerial skills;

– availability[[8]](#footnote-8)2;

– knowledge for standardization related activities.

Particular reference to the above qualifications should be included in the biographical profile to be circulated by the Director of TSB.

ANNEX C   
(to Resolution 35 (Rev. Hammamet, 2016))

Guidelines for appointment of the optimum numbers of vice-chairmen   
for ITU‑T study groups and for TSAG

1 Pursuant to Resolution 166 (Rev. Busan, 2014) and No. 242 of the Convention, the requirements of competence, equitable geographical distribution and the need to promote more effective participation by the developing countries should be taken into account[[9]](#footnote-9)3 to the extent practicable.

2 To the extent possible, and taking into account the need for demonstrated competence, appointment or selection to the management team should utilize the resources of as broad a range of Member States and Sector Members as possible, at the same time recognizing the need to appoint only the number of vice-chairmen necessary for the efficient and effective management and functioning of the study groups, consistent with the projected structure and work programme.

3 The workload should be a factor in determining the appropriate number of vice-chairmen to ensure that every aspect within the purview of TSAG and the study groups is fully managed. The distribution of tasks among the vice-chairmen shall be made in the framework of each study group and TSAG, and may be modified according to the needs of the work.

4 The total number of vice-chairmen proposed by any administration should be fairly reasonable, so as to observe the principle of equitable distribution of posts among the Member States concerned.

5 Regional representation[[10]](#footnote-10)4 in the advisory group, study groups and other groups of all three Sectors should be taken into account, such that no single individual may hold more than one vice-chairmanship position in these groups in any one Sector, and only in exceptional cases hold such a position in more than one Sector[[11]](#footnote-11)5.

6 Where the re-election of vice-chairmen is concerned, the nomination of candidates who have failed to participate in at least half of all meetings during the previous study period should normally be avoided, taking into account prevailing circumstances.

ANNEX 3  
(to TSB Circular 202)

Chairmen and vice-chairmen of ITU-T study groups and TSAG and whether they have reached their term limit at WTSA-20

|  | **Chair/Vice-Chairmen** | **Appointment** | **Term limit reached at WTSA-20** |
| --- | --- | --- | --- |
| SG2 | Chairman: Philip RUSHTON (G) | 2016 | NO |
| Mr Philippe FOUQUART (F) | 2016 | NO |
| Mr Edgardo Guillermo CLEMENTE (ARG) | June 2014 | NO |
| Mr Saif BIN GHELAITA (UAE) | 2016 | NO |
| Mr Hossam ABD EL MAOULA SAKER (EGY) | 2016 | NO |
| Mr Ahmed Tajelsir Atya MOHAMMED (SDN) | 2016 | NO |
| Mr Abdullah AL-MUBADAL (ARS) | 2012 | YES |
| Ms Yan Chuan WANG (CHN) | September 2013 | NO |
| Mr Ramazan YILMAZ (TUR) | November 2017 | NO |
| SG3 | Chairman: Mr Seiichi TSUGAWA (J) | 2012 | YES |
| Ms Joséphine ADOU BIENDJUI (CTI) | 2012 | YES |
| Mr Mohammad Ahmad ALMOMANI (JOR) | 2016 | NO |
| Ms Liliana Nora BEIN (ARG) | 2016 | NO |
| Mr Alexey BORODIN (RUS) | 2016 | NO |
| Mr Adel DARWISH (BHR) | 2016 | NO |
| Ms Aminata DRAME (SEN) | 2016 | NO |
| Mr Muneer ELMAKI (SDN) | 2016 | NO |
| Mr Byoung Nam LEE (KOR) | 2012 | YES |
| Ms Karima MAHMOUDI (TUN) | 2016 | NO |
| Mr Raynold MFUNGAHEMA (TZA) | 2012 | YES |
| Mr Ahmed SAID (EGY) | 2012 | YES |
| Mr Abraão Balbino e SILVA (BRA) | 2016 | NO |
| Mr Dominique WÜRGES (F) | 2012 | YES |
| SG5 | Chairman: *vacant at present* |  |  |
| Mr Jean-Manuel CANET (F) | 2016 | NO |
| Mr Sam Young CHUNG (KOR) | 2012 | YES |
| Mr Vincent Urbain NAMRONA (CAF) | 2016 | NO |
| Mr Josef OPITZ (D) | 2012 | YES |
| Mr Eiman Farouk Mahmoud OSMAN (SDN) | 2016 | NO |
| Mr Shuguang QI (CHN) | 2016 | NO |
| Mr Leonid RABINOVICH (USA) | 2016 | NO |
| Mr Kazuhiro TAKAYA (J) | 2016 | NO |
| Ms Nevine TEWFIK (EGY) | 2016 | NO |
| SG9 | Chairman: Mr Satoshi MIYAJI (J) | 2016 | NO |
| Mr Tae Kyoon KIM (KOR) | 2016 | NO |
| Mr Blaise CORSAIRE MAMADOU (CAF) | 2016 | NO |
| Mr Zhifan SHENG (CHN) | 2016 | NO |
| SG11 | Chairman: Mr Andrey KUCHERYAVY (RUS) | 2016 | NO |
| Mr Isaac BOATENG (GHA) | 2012 | YES |
| Mr Jose HIRSCHSON ALVAREZ PRADO (ARG) | November 2017 | NO |
| Mr Shin-Gak KANG (KOR) | 2012 | YES |
| Mr Karim LOUKIL (TUN) | 2016 | NO |
| Mr Awad Ahmed Ali Hmed MULAH (SDN) | 2016 | NO |
| Mr Khoa NGUYEN VAN (VTN) | 2016 | NO |
| Mr João Alexandre Moncaio ZANON (BRA) | 2016 | NO |
| Ms Xiaojie ZHU (CHN) | 2016 | NO |
| SG12 | Chairman: Mr Kwame BAAH-ACHEAMFUOR (GHA) | 2012 | YES |
| Mr Zeid ALKADI (JOR) | 2016 | NO |
| Mr Sergio Daniel D'UVA (ARG) | May 2018 | NO |
| Mr Seyni Malan FATY (SEN) | 2016 | NO |
| Ms Rachel HUANG (CHN) | May 2018 | NO |
| Mr Seong-Ho JEONG (KOR) | 2016 | NO |
| Mr Hassan Mukhtar Hassan MOHAMED (SDN) | 2016 | NO |
| Mr Al MORTON (USA) | 2012 | YES |
| Mr Edoyemi OGOH (NIG) | 2016 | NO |
| Mr Mehmet ÖZDEM (TUR) | 2016 | NO |
| Mr Tiago Sousa PRADO (BRA) | 2016 | NO |
| Mr Aymen SALAH (TUN) | 2016 | NO |
| Ms Yvonne UMUTONI (RRW) | 2016 | NO |
| SG13 | Chairman: Mr Leo LEHMANN (SUI) | April 2015 | NO |
| Mr Mohammed AL TAMIMI (ARS) | 2016 | NO |
| Ms Rim BELHASSINE-CHERIF (TUN) | November 2013 | NO |
| Mr Ahmed EL-RAGHY (EGY) | 2012 | YES |
| Mr Yoshinori GOTO (J) | 2012 | YES |
| Mr Hyung-Soo KIM (KOR) | 2016 | NO |
| Mr Scott MANSFIELD (Ericsson Canada) | 2016 | NO |
| Mr Juan Carlos MINUTO (ARG) | 2016 | NO |
| Mr Brice MURARA (RRW) | 2016 | NO |
| Mr Fidelis ONAH (NIG) | 2016 | NO |
| Mr Heyuan XU (CHN) | June 2012 | YES |
| SG15 | Chairman: Mr Stephen J. TROWBRIDGE (USA) | 2012 | YES |
| Mr Fahad ALFALLAJ (ARS) | 2012 | YES |
| Mr Khaled AL-AZEMI (KWT) | 2016 | NO |
| Mr Edoardo COTTINO (I) | 2016 | NO |
| Mr Noriyuki ARAKI (J) | 2012 | YES |
| Mr Dan LI (CHN) | 2012 | YES |
| Mr Hubert MARIOTTE (F) | 2016 | NO |
| Mr John MESSENGER (G) | 2016 | NO |
| Mr Glenn PARSONS (Ericsson Canada) | 2016 | NO |
| Mr Jeong-dong RYOO (KOR) | 2012 | YES |
| Mr Cyrille Vivien VEZONGADA (CAF) | 2016 | NO |
| SG16 | Chairman: Mr Noah LUO (CHN) | 2016 | NO |
| Mr Charles Zoé BANGA (CAF) | 2016 | NO |
| Mr Mohannad EL-MEGHARBEL (EGY) | 2012 | YES |
| Mr Heber MARTINEZ (ARG) | 2016 | NO |
| Mr Marcelo MORENO (BRA) | 2016 | NO |
| Ms Sarra REBHI (TUN) | March 2019 | NO |
| Mr Hideki YAMAMOTO (J) | 2016 | NO |
| SG17 | Chairman: Mr Heung Youl YOUM (KOR) | 2016 | NO |
| Mr Vasiliy DOLMATOV (RUS) | 2016 | NO |
| Mr Gökhan EVREN (TUR) | 2016 | NO |
| Mr Juan GONZALEZ (USA) | March 2018 | NO |
| Mr Muataz Elsadig ISHAG (SDN) | 2016 | NO |
| Mr Patrick-Kennedy KETTIN ZANGA (CAF) | 2016 | NO |
| Ms Wala Turki LATROUS (TUN) | 2016 | NO |
| Mr Zhaoji (George) LIN (CHN) | 2012 | YES |
| Mr Hugo Darío MIGUEL (BRA) | 2016 | NO |
| Mr Yutaka MIYAKE (J) | 2016 | NO |
| SG20 | Chairman: Mr Nasser Saleh AL MARZOUQI (UAE) | 2015 | NO |
| Mr Abdurahman M. AL HASSAN (ARS) | 2015 | NO |
| Mr Héctor Mario CARRIL (ARG) | 2016 | NO |
| Mr Fabio BIGI (I) | 2015 | NO |
| Mr Bilel CHABOU (TUN) | 2016 | NO |
| Mr Ramy Ahmed FATHY (EGY) | September 2017 | NO |
| Mr Hyoung Jun KIM (KOR) | 2015 | NO |
| Mr Guy-Michel KOUAKOU (CTI) | 2016 | NO |
| Mr Achime Malick NDIAYE (SEN) | 2016 | NO |
| Mr Oleg MIRONNIKOV (RUS) | 2016 | NO |
| Ms Tania MARCOS PARAMIO (E) | May 2018 | NO |
| Mr Ziqin SANG (CHN) | 2015 | NO |
| Mr Bako WAKIL (NIG) | 2016 | NO |
| Mr Toru YAMADA (J) | April 2019 | NO |
| TSAG | Chairman: Mr Bruce GRACIE (Ericsson Canada) | February 2010 | YES |
| Mr Omar AL-ODAT (JOR) | 2016 | NO |
| Ms Rim BELHASSINE-CHERIF (TUN) | 2016 | NO |
| Mr Reiner LIEBLER (D) | 2016 | NO |
| Mr Víctor Manuel MARTÍNEZ VANEGAS (MEX) | 2016 | NO |
| Mr Vladimir Markovich MINKIN (RUS) | 2012 | YES |
| Ms Monique MORROW (USA) | 2012 | YES |
| Mr Matano NDARO (KEN) | 2012 | YES |
| Ms Weiling XU (CHN) | 2012 | YES |
| SCV | Chairman: Ms Rim BELHAJ (TUN) (French) | 2017 | N/A |
| Mr Tong WU (CHN) (Chinese) | 2016 |
| Mr Paul NAJARIAN (USA) (English) | 2012 |
| Mr Konstantin TROFIMOV (RUS) (Russian) | 2016 |
| Vacant (Vice-chairman for Arabic) |  |
| Vacant (Vice-chairman for Spanish) |  |

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1. 1 These include the least developed countries, small island developing states, landlocked developing countries and countries with economies in transition. [↑](#footnote-ref-1)
2. 2 The criteria contained in this resolution do not apply to the designation of chairmen or vice-chairmen of focus groups. [↑](#footnote-ref-2)
3. 3 Taking into account *resolves* 2 of Resolution 58 (Rev. Busan, 2014) [↑](#footnote-ref-3)
4. 4 Taking into account Resolution 1386 of the Council (2017). [↑](#footnote-ref-4)
5. 5 For those regions consisting of numerous administrations and with diverse economic and technological conditions within the region, to the extent possible the number of representatives of those regions may be increased, as appropriate. [↑](#footnote-ref-5)
6. 6 The criterion mentioned in this paragraph should not prevent a vice-chairman of a given advisory group or a vice-chairman of a given study group from holding positions of chairman or vice-chairman of a given working party or as rapporteur or associate rapporteur for any group under the mandate of that Sector group. [↑](#footnote-ref-6)
7. 1 These include the least developed countries, small island developing states, landlocked developing countries and countries with economies in transition. [↑](#footnote-ref-7)
8. 2 A further factor to be considered when appointing chairmen and vice-chairmen to both study groups and TSAG is candidates' availability for the period up to the next WTSA. [↑](#footnote-ref-8)
9. 3 For those regions consisting of numerous administrations and with diverse economic and technological developments within the region, to the extent possible the number of representatives of those regions may be increased, as appropriate. [↑](#footnote-ref-9)
10. 4 Taking into account Resolution 58 (Rev. Busan, 2014) of the Plenipotentiary Conference in regard to the six regional telecommunication organizations, namely: the Asia-Pacific Telecommunity (APT), the European Conference of Postal and Telecommunications Administrations (CEPT), the Inter-American Telecommunications Commission (CITEL), the African Telecommunications Union (ATU), the Council of Arab Ministers of Telecommunication and Information represented by the Secretariat-General of the League of Arab States (LAS), and the Regional Commonwealth in the field of Communications (RCC). [↑](#footnote-ref-10)
11. 5 The criterion mentioned in this paragraph should not prevent a vice-chairman of a given advisory group or a vice-chairman of a given study group from holding positions of chairman or vice-chairman of a given working party or as rapporteur or associate rapporteur for any group under the mandate of that Sector group. [↑](#footnote-ref-11)