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REPORT ON ACTIVITIES LEADING TO PREPCOM-2

I. BACKGROUND

1.   Resolution 73 (Minneapolis, 1998), of the Plenipotentiary Conference of the International Telecommunication Union (ITU), introduced by Tunisia, resolved to instruct the Secretary-General of the Union to place the question of the holding of a World Summit on the Information Society (WSIS) on the agenda of the United Nations Administrative Committee on Coordination (ACC; now renamed as the "CEB") and to report to the ITU Council on the results of that consultation. The reaction of the ACC was positive and a number of other organizations and agencies expressed interest in being associated with the preparation and holding of the Summit. In 2000, the ACC again expressed its support for the Summit and adopted an Action Plan for its organization which had been prepared by the Secretary-General of the ITU. Under the Action Plan, the Summit is to take place under the high patronage of the UN Secretary-General and with the ITU taking the lead role in preparations.

2.   The 2001 session of the ITU Council considered the Report of the Secretary-General and, in Resolution 1179 (Ref. C2001/114), endorsed the framework for a Summit in two phases, with the first phase in Geneva in 2003 and the second phase in Tunis in 2005.

3.   The decision of the ITU Council was endorsed on 21 December 2001 by the UN General Assembly in Resolution 56/183, which welcomed the holding of the World Summit on the Information Society at the highest possible level under the high patronage of the UN Secretary-General, with the ITU taking the lead role in its preparations. The Resolution supported the framework for the Summit in two phases which had been endorsed by the ITU Council.

4.   The UNGA Resolution further recommended that preparations for the Summit take place through an open-ended intergovernmental Preparatory Committee that would define the agenda of the Summit, decide on the modalities of the participation of other stakeholders in the Summit, and finalize both the draft declaration and the draft plan of action. It also invited the ITU to assume the leading managerial role in the Executive Secretariat of the Summit.

5.   In December 2002, the General Assembly adopted Resolution 57/238 which reaffirms the support for the Summit previously expressed in Resolution 56/183.

II. OUTCOME OF THE FIRST MEETING OF THE PREPARATORY COMMITTEE

6.   The first meeting of the Preparatory Committee ("PrepCom-1") took place in Geneva from 1-5 July 2002. Adama Samassekou of Mali was elected as the President of the PrepCom, along with 14 Vice-Presidents and 1 Vice-President each from Switzerland and Tunisia ex officio, who comprise the Bureau of the PrepCom. The meeting was attended by 969 participants; including 607 delegates from 142 States, 34 participants from business sector entities, 223 participants from NGOs and civil society, and 110 participants from UN bodies and international organizations. (the Report of PrepCom-1 and the

documentation for the meeting can be found at
http://www.itu.int/wsis/preparatory/prepcom/prepcom1.html). PrepCom-1 created two subcommittees
to conduct its work; Subcommittee 1 on Rules of Procedures and Subcommittee 2 on themes and
outcomes.

7.   The meeting adopted Rules of Procedure for the PrepCom meetings and Arrangements for
Accreditation. The meeting also adopted a document on Principles for the Summit.

III. PREPARATORY ACTIVITIES LEADING TO THE SECOND MEETING OF THE PREPCOM

8.   Resolution 56/183 recommends an intergovernmental preparatory process for the Summit in which
other stakeholders actively participate and make contributions and calls on governments to actively
participate in Summit preparations and to be represented at the highest possible level. To that end, an
invitation to the second Preparatory Committee meeting ("PrepCom-2") was sent by the ITU Secretary-
General to Ministries of Foreign Affairs of UN and ITU Member States in October 2002. Invitation
letters were also sent to ITU Sector Members, which are mainly entities from the private sector that
participate in the work of the Union.

9.   Resolution 56/183 further calls for participation in the Summit process by all relevant United
Nations entities, other relevant international organizations and relevant intergovernmental organizations.
An invitation to PrepCom-2 was sent by the ITU Secretary-General on 16 October 2002 to relevant
international and intergovernmental organizations.

10. An informal meeting of Subcommittee 2 took place on 16-18 September 2002, in Geneva, to
advance the work on the themes and content of the Summit. The Report of that meeting can be found at:
 http://www.itu.int/wsis/documents/listing-all.asp?lang=en&c_event=im|ct&c_type=all|.

11. A series of regional preparatory conferences will be held in advance of PrepCom-2. The Pan
European Regional Ministerial Conference took place in Bucharest (7-9 November 2002) attended by
1,391 delegates from 57 countries including 405 government delegates, 87 intergovernmental
organizations delegates, 459 business sector entities, 221 civil society delegates and 291 media. It was
preceded by a sub-regional conference in Bishkek. Regional preparatory conferences will also take
place in Tokyo (13-15 January 2003) and the Dominican Republic (29-31 January 2003). Meetings for
Arab States are being held in Beirut (4-6 February 2003) and Cairo (June 2003).

12. The Secretary-General has taken numerous steps to bring the matter of the Summit to the attention of
world leaders and major stakeholders, as well as the media. The CEB was briefed on Summit
preparations at its fall 2002 meeting in New York. A report on the Summit was submitted to ECOSOC
in 2002.

IV. ORGANIZATION OF THE SUMMIT

13. The overall managerial responsibility for the World Summit is placed with the ITU under decisions
taken by the ITU Council and under UNGA Resolution 56/183.

ITU activities

14. The 2002 session of the ITU Council (Resolution 1196) established a WSIS Working Group open to
all Member States and Sector Members of the Union with the task to develop a framework for the
substantive contribution of ITU to the Preparatory Committee meetings and to prepare an Information
Report. The Chairman of the Working Group is Mr. Yuri Grin (Russian Federation) and its first meeting
was held on 21 September 2002 in Marrakesh.

15. The Plenipotentiary Conference of the ITU took place in Marrakesh from 23 September-18 October 2002 under the Chairmanship of Minister Nasr Hajji of Morocco. A Plenary session of the Conference was devoted to discussion of the Summit. The Conference adopted an information Report on ITU activities related to the Information Society and Guidelines for the ITU input to the Declaration of Principles and Action Plan of the Summit.

16. The Guidelines for the ITU input was revised and approved for transmission to PrepCom-2 at a meeting of the WSIS Council Working Group in Lisbon in December 2002. More information on the work of the Group (and of the Liaison Committee) can be found at: http://www.itu.int/council/indexgroups.html.

The World Telecommunication Indicators Meeting, held at ITU from 15 to 17 January 2003, considered a number of proposals for the development of new indicators, including that of a Community Connectivity Index (see Resolution PLEN/1 of the ITU Plenipotentiary Conference (Marrakesh, 2003)), and the development of indices, relevant to the information society. The Meeting also discussed the possibility of holding a WSIS side-event on the topic of ICT indicators.

The High-Level Summit Organizing Committee

17. The Action Plan endorsed by the CEB called for the creation of a High-Level Summit Organizing Committee (HLSOC), consisting of those UN agencies interested in participating in the preparation of WSIS. This decision recognized that the content of the Summit is broad and touches upon the areas of interest of numerous UN agencies. The HLSOC is chaired by the Secretary-General of the ITU and is supported by an Executive Secretariat. The main task of the Committee is to generally oversee and coordinate Summit planning and preparations for the UN system.

18. The HLSOC was formally established in March 2001 by e-mail correspondence and has consulted electronically on various issues. (A list of present HLSOC members and the terms of reference of the Committee is available at http://www.itu.int/wsis/basic/about.html). The first physical meeting of the HLSOC took place in New York on 18 October 2001 in conjunction with the fall CEB meeting and the next meeting is scheduled for 24 April 2003 in Paris. Working-level meetings of the HLSOC were held on 29 March, 25 June, 5 July, and 4 December 2002.

The Executive Secretariat

19. Pursuant to the Action Plan, an Executive Secretariat (ES) was established by the ITU Secretary-General in the fall of 2001 at offices provided by the ITU in Geneva. The Executive Secretariat of the Summit is the body that is organizing much of the Summit preparations and is composed of experts sent from governments, UN agencies, the private sector and civil society. In May 2002, Mr. Pierre Gagné was appointed as the Executive Director of the Executive Secretariat, following consultations of the HLSOC Members. Approximately 16 experts have been sent to work in the ES on a full or part-time basis (see Annex). A number of ITU staff members work closely with the Executive Secretariat in Summit preparations.

V. FINANCES

20. Apart from the financial support offered by the two host countries, Switzerland and Tunisia, the Summit must be organized on the basis of contributions from all stakeholders. Resolution 56/183 does not provide any funding for the Summit.

21. Resolution 56/183 invites the international community to make voluntary contributions to a special trust fund established by the ITU to support the Summit as well as to facilitate the effective participation of representatives of developing countries, in particular those from the least developed countries. That fund has been created by the ITU. A list of contributions is annexed.

22. The estimated cost to organize the first phase of the Summit is approximately 5.9 million Swiss francs and a similar amount for the second phase.   To obtain the necessary funding, the ITU and the Executive Secretariat have developed a fundraising campaign to obtain the necessary support and are in the midst of implementing that campaign. Letters requesting support have been sent by the ITU Secretary-General to Member States, the private sector and other entities.

23. The ITU is making a direct contribution of 1.8 million Swiss francs for the Summit and the preparatory process. The ITU Council has also decided to establish a loan guarantee mechanism which will provide liquidity for the Summit preparations. In addition, many ITU staff are working on Summit activities.

ANNEX

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Contributions to the Summit (as of 27 January 2003)

1.   **Donations to the WSIS fund**

       1.1 Contributions Received

Government of Japan (62,691,030 yen)	796,835 CHF
African Telecommunications Union (500 US$)	750 CHF
World Meteorological Organization	15,000 CHF
Government of Malta	3,512 CHF
Government of Portugal	30,000 CHF
Universal Postal Union	15,000 CHF
NTT DoCoMo (Japan) (10,000,000 yen)	124,100 CHF
Government of Burkina Faso (10'000 US$)	15,000 CHF
Government of Finland (170,000 EUR)	248,200 CHF
BA F Kommunikation (Switzerland)	80,772 CHF
Government of Spain (100,000 EUR)	145,200 CHF
Government of Sweden	317,660 CHF
UNFCU (1,000 US$)	1,390 CHF
Swiss Agency for Development and Cooperation (Switzerland)	450,000 CHF
Total contributions received	**2,243,419 CHF**

       1.2 Commitments

Government of Switzerland ($255'000)	354,450 CHF
Government of Canada ($1 million CDN)	1,000,000 CHF
ITU (Financial Plan, 2004-2007)	1,194,000 CHF
European Commission (300,000 EUR)	432,000 CHF
Swiss Agency for Development and Cooperation (Switzerland)	50,000 CHF
Total commitments	**3,030,450 CHF**

NOTE – The Swiss contribution and commitment are in addition to direct support and services to be provided as host country for the first phase of the Summit.

2.   **Loans**

ITU Telecom Capital Fund	up to 5,000,000 CHF

ANNEX (cont'd)

3.   Staff of the Executive Secretariat (salaries are borne by their originating entities)

Government of Switzerland	3 experts
Government of Spain	1 expert
Government of Japan	2 experts
Government of Romania	1 expert
Government of Korea	1 expert
UNDP	1 expert
UNESCO	1 expert
UNITAR	1 expert
Civil Society (salaries are borne by the Canton of Geneva)	5 experts
KDDI Corporation [Japan]	1 expert**

(part time basis)**

4.   Facilities of the Executive Secretariat

Government of Switzerland	furniture
ITU	offices, computers

5.   ITU Staff

Full-time staff	4
Part-time staff	5
Others	Conference Department
	Common Services Department
	Coordination Unit
	Legal Service