Geneva, 22 February 2017

Ref:	**DM-17/1002**	
Contact:	Ms Béatrice Pluchon	
Telephone:	+41 22 730 6266	To Observer Member States of ITU
Telefax:	+41 22 730 6627	
E-mail:	gbs@itu.int	

Subject: **2017 Session of the Council**

Dear Sir/Madam,

In accordance with Rule 1 of the Rules of Procedure of the Council, I would like to remind you that the 2017 session of the Council will be held at ITU headquarters from **Monday, 15 May 2017 (0930 hours) to Thursday, 25 May 2017**.

In accordance with provision No. 60A of the Convention of the ITU, a Member State which is not a Member State of the Council may send **one observer** at its own expense to meetings of the Council. Information on participation of observers at Council is provided in Rules 7, 11, 12, 15 and 21 of the Rules of Procedure of the Council.

Preliminary draft agenda

A preliminary draft agenda of the 2017 ordinary session is attached in Annex 1. A draft time management plan is under preparation and will be sent to you in due course.

As per Council rule of procedure 4.3, Member States of the Union shall communicate to the Secretary-General at least 8 weeks before the opening of the Session (before 20 March 2017) any further item they would like to propose.

Registration

Registration for the 2017 ordinary session of the Council will begin on **15 March 2017** and will be carried out **exclusively online** at the Council website (www.itu.int/en/council/2017).

In line with ITU gender equality and mainstreaming policy and Resolution 198 (Busan, 2014) on empowerment of youth through telecommunication/ICT, I would also like to take this opportunity to encourage you to include women and young people in your delegation.

Council identity badges can be collected at ITU Headquarters in Geneva (Montbrillant Building, main entrance), on **Monday 15 May 2017**, from 0830 hours onwards.

Documentation

In accordance with Annex 2 to Decision 5 (Rev. Busan, 2014), paragraph 9, and in order to reduce cost of documentation, Council documents will be made available **exclusively online** at www.itu.int/en/council/2017. **No** paper copies of documents will be distributed before or during the 2017 Session of Council.

Similar to the previous Sessions of Council, an ITU C17 Sync Application will facilitate the download of C17 documents from the ITU server to your local drive. This application will be available on the Council website and is configured to synchronize the latest published documents. If you wish to be notified by e-mail when new or updated Council documents are posted, kindly update your TIES account at http://www.itu.int/TIES/.

Contributions to Council should be submitted as soon as possible to contributions@itu.int. In accordance with Council Decision 556, all contributions should be submitted no later than 14 calendar days before the opening of the meeting, i.e. **1 May 2017.** ITU secretariat documents calling for a decision of the Council or a Council working group will be posted on the relevant page of the website no later than 30 calendar days before the opening of the Council session.

As per ITU information/document access policy, Council input documents will be publicly accessible, unless otherwise requested by the submitter(s) of the document.

Hotel accommodation

Reductions on hotel prices in Geneva have been obtained for delegates participating in ITU meetings. The list of the hotels concerned along with a reservation form **to be sent directly to the hotel** can be found at http://www.itu.int/travel/index.html.

I look forward to welcoming you in Geneva.

Yours faithfully,

(signed)

Houlin ZHAO
Secretary-General

Annex: 1

ANNEX

PRELIMINARY DRAFT AGENDA OF THE 2017 SESSION OF THE COUNCIL

PL 1	General Policy, Strategy and Planning
1.1	Report of the CWG on ITU's role in implementing the outcomes of the World Summit on Information Society *(Res. 140, 172, Council R 1244, R 1281, R 1332 (MOD), R 1334 (MOD))*
1.2	Comprehensive report detailing the activities, actions, and engagements in activities related to WSIS implementation and 2030 Sustainable Development Agenda *(R 1332 (MOD))*
1.3	Report of the CWG on International Internet-related public policy issues *(Council R 1305, R 1336 (MOD), R 1344 (MOD))*
1.4	Internet activities *(Res. 101, 102, 133)*
1.5	Strengthening the role of ITU in building confidence and security in the use of ICTs *(Res. 130, 174)*
1.6	Report of the CWG on Child online protection *(Res. 179, Council R 1306)*
1.7	Report of the CWG on the use of the six official languages of the Union *(Res. 154, Council R 1238)*
1.8	Report on progress on Union's headquarters premises including MSAG *(D 588)*
1.9	Progress report on the review process of the International Telecommunication Regulations *(Res. 146, R 1379)*
1.10	List of candidatures for Chairmen and Vice-Chairmen of CWGs *(Dec. 11, Council R 1333)*
1.11	Implementation of Resolution on Gender mainstreaming in ITU and revised GEM policy *(Res. 70)*
1.12	Connect 2020 Agenda for global telecommunication/ICT development *(Res. 200)*
1.13	Conformance and interoperability *(Res. 177, WTSA Res. 76, WTDC Res. 47)*
1.14	Facilitating the Internet of Things to prepare for a globally connected world *(Res. 197)*
1.15	ITU role as supervisory authority of the future international registration system for space assets under the draft space protocol *(Council D 576)*
1.16	ITU Operational Plans for 2018-2021 *(CV 87A, 181A, 205A, 223A):*
	- Radiocommunication Sector
	- Telecommunication Standardization Sector
	- Telecommunication Development Sector
	- General Secretariat

1.17	ICTs for Sustainable Development Goals (SDGs)
1.18	Follow-up to the review of ITU management and administration by the Joint Inspection Unit
1.19	Bridging the standardization gap *(WTSA Res. 44)*
1.20	Combating counterfeit *(WTSA Res. 96)*
1.21	Interconnection of 4G, 5G networks *(WTSA Res. 93)*
1.22	Digital financial services *(WTSA Res. 89)*
PL 2	**ITU events**
2.1	Scheduling of future conferences, assemblies and meetings of the Union (2017-2020) *(Res. 77, 111)*
2.2	ITU TELECOM events *(Res. 11, Council R 1292)*
2.3	Date and duration of the 2018, 2019 and 2020 sessions of the ITU Council *(Res. 77, 111, Council D 591)*
2.4	Report on World Telecommunication Standardization Assembly (WTSA-16)
2.5	Dates and venue of the 2018 Plenipotentiary Conference
2.6	World Telecommunication and Information Society Day theme for 2018 *(Res. 68)*
2.7	Follow-up report on possible improvement to Plenipotentiary Conference, including e-voting solution
2.8	Report on consultation on World Telecommunication/ICT Policy Forum (WTPF)
2.9	Preparations for the World Telecommunication Development Conference (WTDC-17)
2.10	Preparations for the World Radiocommunication Conference (WRC-19)
2.11	110th anniversary of the ITU Radio Regulations (1906-2016)
PL 3	**Other reports for consideration**
3.1	Report on the Implementation of the Strategic Plan and the activities of the Union for 2016-2017 *(CV 82, CV 102)* Elaboration of the Strategic and Financial Plans for the Union for 2020 - 2023
3.2	Strengthening the regional presence *(Res. 25)*
3.3	Report on the Standing Committee on Administration and Management
PL 4	**Other matters**
4.1	Free online access to ITU publications *(Res. 66, Dec. 12, Council D 571, D 574)*

4.2	Obsolete Council Resolutions & Decisions
4.3	Cooperation agreement between ITU and Interpol *(D 590)*
ADM	**Administration and Management**
1.1	Draft biennial budget of the ITU for 2018-2019 *(Dec.5)*
1.2	Revenue and expenses *(Dec. 5):*
	- Annual review of revenue & expenses *(Dec. 5)*
	- Arrears and special arrears accounts *(Res. 41)*
	- Cost recovery for Satellite Network Filings *(Council D 482(MOD))*
	- Efficiency measures *(Dec. 5)*
	- Provisional amount of the contributory unit
2	Provisional participation of entities dealing with telecommunication matters in the activities of the Union *(Council D 519 (MOD))*
3	Report of the CWG on Financial and Human Resources *(Res. 151, 152, 158, 169, 170, Council R 1360, D 558, D 563(MOD))*
4	Implementation of the ITU information/document Access Policy
5	ITU participation in memoranda of understanding with financial and/or strategic implications *(Res. 192)*
6	Improvement of management and follow-up of the defrayal of ITU expenses by Sector Members and Associates
7	ICT Development Fund *(Dec. 11)*
8	Report of the Independent Management Advisory Committee (IMAC) *(Res. 162, Council D 565)*
9	Addressing JIU Recommendations:
	- Accountability and transparency framework
	- Comprehensive plan to improve the stability and predictability of the financial base of the Union
	- Draft ITU risk management policy and draft ITU risk appetite statement
	- Information Technology and Information Management Strategy
10	External Auditor reports: - The Union's accounts 2016 - The Union's account on the ITU TELECOM World 2016

11	Audited accounts: - Audited financial operating report for 2016
12	Renewal of the mandate of the External Auditors (Corte dei Conti) for period of two years
13	Report of the Internal Auditor on internal audit activities
14	Decisions of the UNGA on the conditions of service under the UN common system
15	Progress report on the implementation of the HR Strategic Plan and of Res. 48 (Rev. Busan)
16	Report on ASHI liability
17	Strategy for the coordination of efforts among the three Sectors of the Union *(Res. 191)*
18	Membership of the ITU Staff Pension Committee *(R 1326 (MOD))*
19	Revenue generation from International Numbering Resources (INRs)
20	Security
21	TIES email: current situation and next step

INFORMATION REPORTS	
1	Situation of arrears of the Union
2	Report of the Budget Control Committee of the World Telecommunication Standardization Assembly (WTSA-16)
3	Participation of women & men in ITU conferences and meetings
4	List of Chairmen and Vice-Chairmen of CWGs
5	Collaboration with the UN System