



General Secretariat (SG)

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To Member States of ITU Council

Subject: **2018 Session of the Council**

Dear Councillor,

In accordance with Rule 1 of the Rules of Procedure of the Council, I would like to remind you that the 2018 session of the Council will be held at ITU headquarters from **Tuesday, 17 April 2018 (0930 hours) to Friday, 27 April 2018**.

A briefing with Councillors will be held on Monday, 16 April 2018, from 16:00 to 18:00 hours, in Room C2.

Preliminary draft agenda

A preliminary draft agenda of the 2018 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 21 February 2018), any further item they would like to propose.

Registration

Registration for the 2018 ordinary session of the Council will begin on **15 January 2018**. It will be carried out **exclusively online** at the Council website (www.itu.int/en/council/2018) and will be conducted via the CRM system, already in use for Council Working Group meetings.

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. As part of my commitments to the [International Gender Champions](#), ITU [reports on the representation of women in all ITU meetings](#).

Council identity badges can be collected at ITU Headquarters in Geneva (Montbrillant Building, main entrance), on **Thursday 12 April 2018**, 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/2018. **No** paper copies of documents will be distributed before or during the 2018 Session of Council.

Similar to the previous Sessions of Council, an ITU C18 Sync Application will facilitate the download of C18 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 access 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. **3 April 2018**. 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.

In accordance with Council Decision 495, should a Member State of the Council consider that an information document needs to be considered by the Council for further action, the said Member State of Council should express its wish to have the information document translated in all six official languages, no later than five (5) calendar days after its publication on the Council website.

Travel, subsistence and insurance expenses

In accordance with No. 57 of the Convention of the ITU, “the travelling, subsistence and insurance expenses incurred by the representative of each Member State of the Council belonging to the category of developing countries, the list of which is established by the UNDP, in that capacity at Council sessions, shall be borne by the Union”. Councillors may wish to contact the ITU travel section for more information at travel@itu.int or christine.marechal@itu.int.

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

PRELIMINARY DRAFT AGENDA OF THE 2018 SESSION OF THE COUNCIL

PL 1	General Policy, Strategy and Planning
1.1	Report on the outcomes of the CWG-WSIS activities since Council 2017 (<i>Res. 140, R 1281, R 1332(MOD), R 1334(MOD)</i>)
1.2	Comprehensive report detailing the activities, actions, and engagements that the Union is undertaking in context to the WSIS Implementation and 2030 Agenda for Sustainable Development (<i>R 1332(MOD)</i>)
1.3	Report by the Chairman of the Council Working Group on International Internet-Related Public Policy Issues (CWG-Internet) (<i>R 1305, R 1336(MOD), R 1344(MOD)</i>) including: - Adopting International Public Policy on Access to the Internet for Persons with Disabilities and specific needs
1.4	Internet activities (<i>Res. 101, 102, 133 and 180</i>)
1.5	ITU activities on strengthening the role of ITU in building confidence and security in the use of ICTs (<i>Res. 130, 174</i>)
1.6	Report by the Chairman of the Council Working Group on Child Online Protection (<i>Res. 179, R 1306</i>)
1.7	Report of the Council Working Group on Languages (<i>Res. 154, R 1372 (MOD)</i>)
1.8	Report of the Expert Group on the International Telecommunication Regulations (EG-ITRs) (<i>Res. 146, R 1379</i>)
1.9	List of candidature for Chairmen and Vice-Chairmen of CWGs
1.10	ITU's activities related to Resolution 70 (Rev. Busan, 2014) -and revised GEM action plan
1.11	ITU Operational Plans for 2019-2022 (<i>CV 87A, 181A, 205A, 223A, R 1385</i>): - Radiocommunication Sector - Telecommunication Standardization Sector - Telecommunication Development Sector - General Secretariat
PL 2	ITU events
2.1	ITU Telecom World events (<i>Res. 11, R 1292</i>)
2.2	Report on the World Telecommunication Development Conference 2017 (WTDC-17)
2.3	World Telecommunication and Information Society (<i>Res. 68</i>)
2.4	Preparations for the 2018 Plenipotentiary Conference

2.5	Follow-up report of PP improvements
2.6	Report on preparations for the World Radiocommunication Conference (WRC-19)
2.7	Proposed dates and duration of the 2019, 2020 and 2021 sessions of the ITU Council (<i>Res. 77, 111, D 599</i>)
2.8	Scheduling of future conferences, assemblies and meetings of the Union (2018-2021) (<i>Res. 77, 111</i>)
2.9	Consolidation of ITU's High-Level Events of a global nature
PL 3	Other reports for consideration
3.1	Report on the Implementation of the Strategic Plan and the activities of the Union for 2014-2017 (<i>CV61, CV 82, CV 102</i>)
3.2	Report of the CWG Strategic and Financial Plans
3.3	Strengthening the regional presence (<i>Res. 25</i>)
3.4	Report on the Standing Committee on Administration and Management
PL 4	Other matters
4.1	Sales of, and free online access to, ITU publications (<i>Res. 66, Dec. 1, D 571, D 574</i>)
4.2	Obsolete Council Resolutions & Decisions
ADM	Administration and Management
1	Revenue and expenses (<i>Dec. 5</i>): <ul style="list-style-type: none"> - Annual review of revenue & expenses (<i>Dec. 5</i>) - Arrears and special arrears accounts (<i>Res. 41</i>) - Cost recovery for the processing of Satellite Network Filings (<i>D 482(MOD)</i>) - Study on the technical issues arising in connection with processing of complex non-geostationary satellite (non-GSO) network filling systems to clarify technical issues such as but not limited to procedures - Efficiency measures (<i>Dec. 5</i>)
2	Provisional participation of entities dealing with telecommunication matters in the activities of the Union (<i>Council D 519 (MOD)</i>)
3	Report by the Chairman of the Council Working Group on Financial and Human Resources (CWG-FHR) (<i>Res. 151, 152, 158, 169, 170, D 558, D 563(MOD), R 1360</i>)
4	Implementation of the ITU information/document Access Policy
5	ITU participation in memoranda of understanding with financial and/or strategic implications (<i>Res. 192</i>)
6	Improvement of management and follow-up of the defrayal of ITU expenses by Sector Members, Associates and Academia

7	Information and Communication Technologies Development Fund (ICT-DF) (<i>Dec. 11</i>)
8	Report of the Independent Management Advisory Committee (IMAC) (<i>Res. 162, D 565</i>)
9	Addressing the JIU Recommendations: <ul style="list-style-type: none"> - Implementation status and plan of the JIU Recommendations from the "Review of management and administration in the ITU" - Accountability and transparency framework
10	External Auditor reports: <ul style="list-style-type: none"> - The Union's accounts 2017 - The Union's account on the ITU TELECOM World 2017
11	Audited accounts: <ul style="list-style-type: none"> - Audited financial operating report for 2017
12	Report of the Internal Auditor on internal audit activities
13	Decisions of the UNGA on the conditions of service under the UN common system
14	Progress report on the implementation of the Human Resources strategic plan and of Resolution 48 (Rev. Busan, 2014)
15	The After-Service Health Insurance (ASHI) liability
16	Strategy for the coordination of efforts among the three Sectors of the Union (<i>Res. 191</i>)
17	Membership of the ITU Staff Pension Committee (<i>R 1326 (MOD)</i>)
18	Report on progress on the Union's headquarters premises Varembe-2 project Guidelines for sponsorship for Varembe-2 project Report from MSAG
19	Security
20	Report from the Ethics Office
21	Provisional choice of class of contributory units
INFORMATION REPORTS	
1	Situation of arrears of the Union
2	Report of the Budget Control Committee of the World Telecommunication Development Conference (WTDC-17)
3	Collaboration with the UN System
4	Agreement between the Government of the United Arab Emirates and ITU relating to the holding, organization and financing of the PP-18