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| **Council 2018Geneva, 17-27 April 2018** |  |
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| **Agenda item: PL 2.4** | **Document C18/4-E** |
| **27 March 2018** |
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| Report by the Secretary-General |
| PREPARATIONS FOR THE 2018 PLENIPOTENTIARY CONFERENCE |

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| SummaryThe purpose of this document is to update the Council on the status of preparations for the forthcoming Plenipotentiary Conference (PP-18).Action requiredThe Council is invited **to note** the current status of the preparations for PP-18.\_\_\_\_\_\_\_\_\_\_\_\_References[CV 2](https://www.itu.int/pub/S-CONF-PLEN-2015); [Res. 77 (Rev. Busan, 2014)](https://www.itu.int/pub/S-CONF-PLEN-2015), documents [PP-14/178](https://www.itu.int/md/S14-PP-C-0178/en), [C16/110](https://www.itu.int/md/S16-CL-C-0110/en), [C17/5](https://www.itu.int/md/S17-CL-C-0005/en), [C17/DL/8](https://www.itu.int/md/S17-CL-170515-DL-0008/en), and [C17/130(Rev.1)](https://www.itu.int/md/S17-CL-C-0130/en).  |

# 1. Introduction

1.1 This document provides an update on the status of preparations for the 2018 Plenipotentiary Conference (PP-18).

**2. Host Country Agreement and site visit**

2.1 Negotiations between the United Arab Emirates (UAE) and ITU were successfully concluded, and on 31 October 2017 in Abu Dhabi, UAE, the Host Country Agreement (HCA) was signed by ITU Secretary-General Mr Houlin Zhao and H.E. Hamad Obaid Al Mansoori, Director General of the Telecommunications Regulatory Authority (TRA) of the UAE. More details may be found in ITU’s press release here: <https://www.itu.int/en/mediacentre/Pages/2017-PR59.aspx>. The HCA has been published as a Council information document ([C18/INF/7](https://www.itu.int/md/S18-CL-INF-0007/en)).

2.2 The ITU secretariat conducted a second site visit on 13-15 March 2018 to meet with Host Country counterparts, examine the infrastructure, hotels, and conference centre in the Dubai World Trade Centre, prepare the security plan and the communication plan, and advance the organization of logistics.

**3. Invitations and call for proposals**

3.1 Invitations to the 2018 Plenipotentiary Conference were sent to all ITU Member States on 23 October 2017 on behalf of the Government of the United Arab Emirates ([CL-17/41](https://www.itu.int/md/S17-SG-CIR-0041/en)).

3.2 Invitations to the 2018 Plenipotentiary Conference were sent on 23 October 2017 by the Secretary-General to the State of Palestine, observer organizations ([DM-17/1004](https://www.itu.int/md/S17-DM-CIR-01004/en)) and to ITU Sector Members ([DM-17/1005](https://www.itu.int/md/S17-DM-CIR-01005/en)).

3.3 Circular letter [CL-17/42](https://www.itu.int/md/S17-SG-CIR-0042/en) was sent to all ITU Member States from the Secretary-General on 23 October 2017, referring in particular to the proposals for the work of the Conference, documentation, and elections (call for candidatures). Proposals from Member States to amend the Constitution and Convention were requested by 28 February 2018 in accordance with No. 224 of the Constitution and No. 519 of the Convention. Other proposals for the work of the conference were requested no later than 29 June 2018 (No. 40 of the General Rules of Conferences, assemblies and meetings of the Union (General Rules)), and in line with Resolution 165 (Guadalajara, 2010), a firm deadline for the submission of all contributions was established on 15 October 2018. Member States are strongly encouraged to use the [Conference Proposals Interface (CPI)](https://www.itu.int/net4/proposals/CPI/PP18/) to submit proposals.

3.4 All Member States wishing to submit candidatures for the elections were requested to do so by 23.59 hours (Geneva time) on 1 October 2018, in accordance with No. 170 of the General Rules.

3.5 Registration will begin on 28 May 2018 and will be carried out exclusively online.

**4. Proposed structure**

4.1 In addition to the four standing committees (Steering, Budget Control, Credentials, and Editorial Committees) and in line with past practice, it is proposed to set up two substantive committees (Policy and Legal Matters (Committee 5) and Administration and Management (Committee 6)), and one Working Group of the Plenary (WG-PL).

4.2 Committee 5 on Policy and Legal Matters would: consider reports and proposals related to policy matters of the Union, including the reports submitted by the Council on the activities of the Union; recommend appropriate decisions with respect to the activities of the General Secretariat and the three Sectors; examine proposals for amending the Constitution, Convention, General Rules and Optional Protocol; taking into account relevant reports and recommendations from Committee 6 and the Working Group of the Plenary, recommend all appropriate actions to the Plenary; consider any other questions of a legal nature raised during the Conference; and transmit to Committee 6 matters having financial implications.

4.3 Committee 6 on Administration and Management would: consider the draft Strategic Plan and other reports and proposals relating to the Strategic Plan; examine relevant reports and proposals on the general management of the Union, in particular those relating to financial and human resources and relevant parts of the reports submitted by other Committees and Working Groups; prepare draft financial policies and a draft financial plan for 2020-2023; recommend to the Plenary all appropriate decisions related to the management of the Union’s activities; transmit to Committee 5 matters requiring amendments to the Constitution, Convention and General Rules.

4.4 The Working Group of the Plenary would: consider reports and proposals and recommend appropriate actions with regard to issues related to public policies, including Internet, and other general matters; and transmit to Committee 5 matters requiring amendments to the Constitution, Convention and General Rules, and to Committee 6 matters having financial implications.

**5. Policy statements**

5.1 As was agreed at Council-17, and following the example set at WTDC-17, policy statements will be limited to three minutes. Full speeches will be published on the PP-18 website. Additionally, it is proposed that speakers deliver their speeches from the podium. Member States are invited to focus their policy statements on how they are contributing to the Connect 2020 Agenda and how they plan to support the goals and targets of the ‘*New Connect Agenda*’ (see draft guidelines in Annex 1).

**6. Time management plan**

6.1 The secretariat is drawing up a draft time management plan, which will take into account the experience at PP-14, consultations with the secretaries of committees, and feedback from Member States. It is foreseen to start the work of the substantive committees on Tuesday morning of the first week. No more than two substantive meetings will be held in parallel. To make better use of time, it is also proposed to hold 1.5-hour sessions of Committee 5 and WGPL and allow for time during the workday for ad hoc groups to convene. All meetings, including ad hoc groups and drafting groups, will be displayed on screens around the venue and the PP-18 website. As was agreed at C17, it is proposed to set the deadline for the definitive choice of class of contribution at 23.59 Geneva time on Wednesday, 31 October 2018, and that the secretariat publish this chosen class of contribution before 6 a.m. of the fourth day of the Conference before the start of elections. The formal Heads of Delegations meeting will be held on Monday, 29 November 2018 at 09.30, followed by the Opening Ceremony at 11.00, and the Inaugural Plenary at 14.30.

**7. Greening the PP**

7.1 In line with the UN’s Greening the Blue project, ITU and the Host Country are working together to enable a sustainable conference ‘Greening the PP’. As well as numerous areas of action such as green hotels, transport, paper-smart, food and beverage, delegates will be asked to report on their carbon footprint offsetting for travel the conference. As such, PP-18 will be paperless, and only electronic copies of the Final Acts will be available. ITU wishes to set a trend for sustainability at this PP and for all future conferences.

**8. Dubai Preparatory Group**

8.1 A preparatory group, the Dubai Preparatory Group (DPG), was established to coordinate preparations internally. This group is composed of representatives from the General Secretariat and the Bureaux, including the Regional Directors, and meets on a monthly basis.

**9. Support to regional preparations**

9.1 In line with Resolution 58 (Rev. Guadalajara, 2010), and with the view to strengthen relations between ITU and regional telecommunication organizations, the secretariat has participated in the regional preparations for the Plenipotentiary Conference to provide inputs and information on the preparation for the Plenipotentiary Conference. It is proposed to continue convening the informal inter-regional meetings as was done at PP-14. The first meeting will be held on Tuesday, April 24 2018, 13.00-14.30.

*Annex 1*

ANNEX 1

DRAFT Guidelines to Support DELEGATIONS
IN THE Preparation of Policy Statements for pp-18

*(Final version to be distributed and posted at the PP-18 website on May 1, 2018)*

# Background on the ITU strategic framework 2020-2023: Beyond the Connect 2020 Agenda

In the forthcoming 2018 Plenipotentiary Conference, ITU membership is gearing up to confirm its support to the Connect 2020 Agenda and renew its vision for the telecommunication/ICT sector beyond 2020. The measurable targets representing the five key goals that are part of the proposed 2020-2023 ITU strategic plan, as endorsed by the 2018 Session of Council, set the high-level impact the Union wants to see in the world.

The common vision of *“an information society, empowered by the interconnected world, where telecommunication/ICTs enable and accelerate social, economic and environmentally sustainable growth and development for everyone”*, is complemented by the five proposed goals and related targets:

1. **Growth** – enable and foster access to and increased use of telecommunication/ICT in support of the digital economy and society;
2. **Inclusiveness** – bridge the digital divide and provide broadband access ‘leaving no one behind’;
3. **Sustainability** – manage emerging risks, challenges and opportunities resulting from the rapid growth of telecommunication/ICT;
4. **Innovation** – enable innovation in telecommunication/ICT in support of the digital transformation of society;
5. **Partnerships** – strengthen cooperation among ITU membership and all other stakeholders in support of the ITU strategic goals.

# Policy Statement: How your country can contribute

Member States are invited to focus their policy statements on sharing experiences on how they are contributing to the Connect 2020 Agenda and how they plan to support the new proposed goals and targets. Statements may include national accomplishments, commitments, announcement of new partnerships and initiatives, as well as required support by the ITU as an organization.

Policy statements, to be limited to 3 minutes each, may be structured around the following elements:

# Submit a copy of the speech including a quote to be promoted by media

Delegations are invited to submit their speeches in written to ppstatements@itu.int and are encouraged to include a short quote from the speech that could be highlighted and promoted through the ITU communication channels.

For more information please refer to the webpage on Policy Statements: [www.itu.int/pp/policy-statements](http://www.itu.int/pp/policy-statements)

# Appendix: Description of the ITU Strategic Goals and Targets

*(to be reviewed by Council 2018, as part of draft Annex 1 to Res.71 (ITU Strategic Plan 2020-2023) and included in the final version of the guidelines)*

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