Geneva, 13 May 2019

Ref: **CL-19/20**
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To:
- Member States of ITU Council
- Observer Member States of ITU
- other Observers

Subject: **2019 Session of the Council – Organization of work**
Updated preliminary draft agenda and draft time management plan

Dear Madam/Sir,

Further to my invitation letter to attend the forthcoming 2019 Session of the Council at ITU headquarters from **Monday 10 June (0930 hours) to Thursday 20 June 2019**, I am pleased to provide herewith in annex the following documents:

- an updated preliminary draft agenda of the 2019 ordinary session; and
- a draft time management plan.

Registration

Registration for the 2019 ordinary session of the Council started on 11 March 2019 and is carried out exclusively online at the Council website (https://www.itu.int/en/council/Pages/Registration.aspx).

In line with ITU's gender equality and mainstreaming policy and as part of ITU's commitment to the International Gender Champions - Geneva, I would also like to take this opportunity to encourage you to include women in your delegation.

Council identity badges can be collected at ITU headquarters in Geneva (Montbrillant Building, main entrance), on Thursday 6 June 2019, from 0830 hours onwards.

Documentation

Council documents will be made available exclusively online at http://www.itu.int/en/council/2019. The ITU C19 Sync Application can also be downloaded from this page, and can be configured to synchronize the latest published documents from the ITU server to your local drive.

I would like to remind you that 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. **27 May 2019** to ensure timely translation and their thorough consideration during the 2018 session of the Council.

Council deliberations

Further to Council Decision 519 and past practice, Council deliberations will be audio broadcast over the internet (IBS) and accessible through TIES at http://www.itu.int/en/council/2019.

I look forward to seeing you in Geneva.

Yours faithfully,

(signed)

Houlin ZHAO
Secretary-General

Annexes: 2

ANNEX 1

Updated Preliminary draft agenda of the 2019 Session of the Council

PL 1	General Policy, Strategy and Planning
1.1	Report on the outcomes of the CWG-WSIS&SDG activities since Council 2018 *(Res. 140, R 1281, R 1332(MOD), R 1334(MOD))*
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 *(Res. 140, R 1332(MOD)*)), including a report on the progress made in the implementation of the WSIS Forum website in at least the six official languages of the UN *(Res. 140)*
1.3	Report by the Chairman of the Council Working Group on International Internet-Related Public Policy Issues (CWG-Internet) *(R 1305, R 1336(MOD), R 1344(MOD))*
1.4	Internet activities *(Res. 101, 102, 133 and 180)*
1.5	ITU activities on strengthening the role of ITU in building confidence and security in the use of ICTs *(Res. 130, 174)*
1.6	Report of the Council Working Group on Languages *(Res. 154, R 1372 (MOD))*
	Detailed plan for pilot projects related to alternative translation, interpretation and captioning procedures
1.7	Follow-up to Resolution 146 (Rev. Dubai, 2018): periodic review and revision of the International Telecommunication Regulations
1.8	List of candidature for Chairmen and Vice-Chairmen of CWGs and Expert Groups
1.9	ITU's activities related to Resolution 70 (Rev. Dubai, 2018)
1.10	ITU Operational Plans for 2020-2023 *(CV 87A, 181A, 205A, 223A, R 1390):* - Radiocommunication Sector - Telecommunication Standardization Sector - Telecommunication Development Sector - General Secretariat
PL 2	ITU events
2.1	ITU Telecom World events *(Res. 11, R 1292)*
2.2	World Telecommunication and Information Society Day *(Res. 68)*
2.3	Report on the 2018 Plenipotentiary Conference
2.4	Amendment to the PP electoral process
2.5	Report on preparations for the World Radiocommunication Conference (WRC-19)

2.6	Preparations for the 2021 World Telecommunication Policy Forum (WTPF-21) (Res. 2)
2.7	Proposed dates and duration of the 2020, 2021 and 2022 sessions of the ITU Council *(Res. 77, 111, D 604)*
2.8	Scheduling of future conferences, assemblies and meetings of the Union (2019-2022) *(Res. 77, 111)*
2.9	Preparations for the World Telecommunications Development Conference (WTDC-21)
2.10	Preparations for the 2022 Plenipotentiary Conference (PP-22)
2.11	Preparations for the 2020 World Telecommunication Standardization Assembly (WTSA-20)
PL 3	**Other reports for consideration**
3.1	Report on the Implementation of the Strategic Plan and the activities of the Union for 2018-2019 *(CV61, CV 82, CV 102)*
3.2	*Not used (See ADM 21)*
3.3	Report on the Standing Committee on Administration and Management
PL 4	**Other matters**
4.1	Obsolete Council Resolutions & Decisions
ADM	**Administration and Management**
1	Draft Biennial budget of the International Telecommunication Union for 2020-2021
	Choice of class of contribution for defraying the Union's expenses
2	Revenue and expenses *(Dec. 5):*
	- Annual review of revenue & expenses *(Dec. 5)*
	- Cost recovery for the processing of Satellite Network Filings *(D 482(MOD))*
	- Report of the Council Expert Group on recommendations about the possible revision of Decision 482 with regard to complex non-GSO satellite filings
	- Efficiency measures *(Dec. 5)*
3	Provisional participation of entities dealing with telecommunication matters in the activities of the Union
4	Report by the Chairman of the Council Working Group on Financial and Human Resources (CWG-FHR) *(Res. 151, 152, 158, 169, 170, D 558, D 563(MOD), R 1360)*
5	Status Report on Implementation of Council Decision 600 and 601 (UIFN, IIN)
6	Detailed plan of action on Electronic Working Methods (EWM) measures (Res. 167)
7	ITU participation in memoranda of understanding with financial and/or strategic implications

8	Improvement of management and follow-up of the defrayal of ITU expenses by Sector Members, Associates and Academia
	Arrears and special arrears accounts *(Res. 41)*
9	Requests for exemption
10	Information and Communication Technologies Development Fund (ICT-DF) *(Dec. 11)*
11	Report of the Independent Management Advisory Committee (IMAC) *(Res. 162, D 565)*
	Report of the Selection Panel on the Appointment of the new IMAC members
12	Appointment of a new External auditor (Res 94)
13	Audited accounts: Audited financial operating report for 2018
14	External Auditor reports:
	- The Union's accounts 2018
	- The Union's account on the ITU TELECOM World 2018
15	The After-Service Health Insurance (ASHI) liability
16	Report of the Internal Auditor on internal audit activities
17	Strategy for the coordination of efforts among the three Sectors of the Union *(Res. 191)*
18	Report on progress on the Union's headquarters premises project *(Res. 212)*
	Summary report on the work of the Member States Advisory Group on the Union's Headquarters premises project
19	Implementation of Resolution 131 (Rev. Dubai, 2018) - Measuring information and communication technologies to build an integrating and inclusive information society
20	UNSDG on the United Nations development sustainable development group and Coordination Levy
21	Strengthening the regional presence
22	Decisions of the UNGA on the conditions of service under the UN common system
23	*Not used*
24	Four-year Human Resources strategic plan *(Res. 48)*
25	Membership of the ITU Staff Pension Committee *(R 1326 (MOD))*
26	Report from the Ethics Office
27	ITU fellowships
28	Implementing PP-18 Resolution 209 on SME participation

INFORMATION REPORTS	
1	Situation of arrears of the Union
2	Report of the Budget Control Committee of the Plenipotentiary Conference (PP-18)
3	Collaboration with the UN System
4	UN-Swap Letter
5	Strengthening the regional presence (Res. 25)
6	ITU Council contribution to the High Level Political Forum on Sustainable Development (HLPF) *(Res 140)*
7	Information on fellowships awarded by ITU in 2018
8	United Nations General Assembly Resolutions 71/243 - Quadrennial comprehensive policy review of operational activities for development of the United Nations system, and United Nations General Assembly Resolutions 72/279 - Repositioning of the United Nations development system in the context of the quadrennial comprehensive policy review of operational activities for development of the United Nations system
9	Possible areas of mutual interest to the three Sectors and the General Secretariat
10	Annex to the report from the former Chairman of GCA High-level Experts Group
11	Human Resources Reporting and Statistics
12	Report on numbering misuse

ANNEX 2

English only

DRAFT TIME MANAGEMENT PLAN

MON 10	TUES 11	WED 12	THU 13	FRI 14
09.30 **Inaugural Plenary Meeting** - Opening remarks - Address by the Chairman - SG report on the State of the Union - Organization of work of C19 - Report on the implementation of the strategic plan and activities of the Union for 2018-2019 *(CV61, CV102, CV82)* **C19/35** - Operational plans (ITU-R, T, D, GS) **C19/28** - Preparations for RA-19 and WRC-19 **C19/27**	09.30 **Plenary Meeting** - Presentation of the draft budget 2020-2021 **C19/15** - Preparations for WTPF-21 *(Res 2)* **C19/5** - Follow-up to Res. 146: Periodic review and revision of the ITRs **C19/26**	09.30 **Plenary Meeting** - Internet activities *(Res 101, 102, 133, 180)* **C19/33** - Report of CWG-Internet *(R 1305, R 1336(MOD), R 1344(MOD))* **C19/51** - Strengthening the role of ITU in building confidence and security in the use of ICTs *(Res. 130, 174)* **C19/18**, **58**	09.30 **Plenary Meeting** - Report on the outcomes of the CWG-WSIS&SDG activities *(Res 140, 172, R 1244, R 1281, R 1332, R 1334(MOD)* **C19/8** - Report on WSIS Implementation and 2030 Agenda for Sustainable Development *(Res. 140, R 1332 Mod. C16)* **C19/53** - ITU's activities related to Res. 70 **C19/6** - WTISD *(Res 68)* **C19/17**	09.00 **ADM Committee**
12.30 Briefing for new delegates	**12.30 Lunch**	**12.30 Lunch**	**12.30 Lunch**	**12.00 Lunch**
14.30 **Plenary Meeting** - Report on PP-18 **C19/4** - Amendments to the electoral process **C19/13** - Preparations for PP-22 **C19/55** - Preparations for WTSA-20 **C19/24** - Preparations for WTDC-21 **C19/30**	14.30 **ADM Committee**	14.30 **ADM Committee**	14.30 **ADM Committee**	14.30 **ADM Committee**
17.30 Steering Committee			**17.30** Steering Committee	

MON 17	TUE 18	WED 19	THU 20
09.30 **ADM Committee**	09.30 **ADM Committee**	09:30 **Plenary Meeting** - Dates and duration of the 2020, 2021, and 2022 sessions of the Council *(Res 77, 111, D 599)* **C19/2** - Scheduling of ITU conferences, assemblies and meetings (2018-2021) *(Res 77, 111)* **C19/37** - List of candidatures for Chairs and Vice-chairs of CWGs *(Dec. 11, Council R1333)* **C19/21** - Obsolete Council Resolutions & Decisions **C19/3**	09.30 **Plenary Meeting**
12.30 Lunch	**12.30 Lunch**	**12.30 Lunch**	**12.30 Lunch**
14.30 **Plenary Meeting** - Report on ITU Telecom events *(Res 11, R 1292)* **C19/19** - Report of CWG Languages *(Res 154, R 1372(MOD))* **C19/12** - Implementation of Res. 154: Draft plan for full acheivement of provisions concerning the adoption of alternative translation procedures **C19/14**	14.30 **ADM Committee**	14.30 **ADM Committee (end)** - Presentation of draft Report of the Standing Committee on Administration and Management 16.00 **Plenary Meeting**	14.30 **Plenary Meeting** - Report of the Standing Committee on Administration and Management
	17.30 **Steering Committee**		