



General Secretariat (SG)

Geneva, 10 March 2020

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To Member States of ITU Council

Subject: **2020 Session of the Council**

Dear Councillor,

In accordance with Rule 1 of the Rules of Procedure of the Council, I have the pleasure to remind you that the 2020 session of the Council will be held at ITU headquarters from **Tuesday, 9 June 2020 (0930 hours) to Friday, 19 June 2020**.

An **informal briefing with Councillors** will take place on **Monday 8 June from 1630 to 1730 hours**.

Preliminary draft agenda

A preliminary draft agenda of the 2020 ordinary session is attached in Annex. 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 14 April 2020), any further item they would like to propose.

Registration

Registration for the 2020 ordinary session of the Council will begin on **10 March 2020**. It will be carried out **exclusively online** at the Council website (<http://www.itu.int/en/council>).

In line with ITU gender equality and mainstreaming policy, I would also like to take this opportunity to encourage you to include women 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 **Tuesday 9 June 2020**, from 0830 hours onwards.

Documentation

In accordance with Annex 2 to Decision 5 (Rev. Dubai, 2018), paragraph 8, and in order to reduce cost of documentation, Council documents will be made available **exclusively online** at <http://www.itu.int/en/council>. **No** paper copies of documents will be distributed before or during the 2020 Session of Council.

Similar to the previous Sessions of Council, an ITU C20 Sync Application will facilitate the download of C20 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. **26 May 2020**. ITU secretariat documents calling for a decision of the Council 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: 1

ANNEX

PRELIMINARY DRAFT AGENDA OF THE 2020 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 2019 (<i>Res. 140, R 1281, R 1332(MOD), R 1334(MOD)</i>)
1.2	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>)
1.3	Internet activities (<i>Res. 101, 102, 133 and 180</i>)
1.4	ITU activities on strengthening the role of ITU in building confidence and security in the use of ICTs (<i>Res. 130, 174</i>)
	Report on how ITU is currently utilizing the CGA framework
	Guidelines for the utilization of the GCA by ITU
1.5	Report of the Council Working Group on Child online protection (<i>Res. 179, R 1306 (MOD)</i>)
1.6	Report of the Council Working Group on Languages (<i>Res. 154, R 1372 (MOD)</i>) Report on implementation of Resolution 154 (Rev. Dubai, 2018)
1.7	Report of the Expert Group on International Telecommunication Regulations (EG-ITRs) (<i>Res. 146, R 1379</i>)
1.8	List of candidature for Chairs and Vice-Chairs of CWGs
1.9	ITU's activities related to Resolution 70 (Rev. Dubai, 2018)
1.10	ITU Operational Plans for 2021-2024 (<i>CV 87A, 181A, 205A, 223A, R 1395</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>)
	Report on the hiring of an independent external management consultancy, including recommendations and various strategies (<i>Res. 11</i>)
2.2	World Telecommunication and Information Society Day (<i>Res. 68</i>)
2.3	Proposed improvements to Plenipotentiary Conferences
2.4	Implementation of Recommendations 6 and 7 of PP-18 Committee 5 (electoral process)

2.5	Report on the Radiocommunication Assembly (RA-19) and the World Radiocommunication Conference (WRC-19)
2.6	Proposed dates and duration of the 2021, 2022, 2023, 2024, 2025 and 2026 sessions of the ITU Council and the CWG clusters for 2020 and 2021 (<i>Res. 77, 111, D 612</i>)
2.7	Scheduling of future conferences, assemblies and meetings of the Union (2020-2023) (<i>Res. 77, 111</i>)
2.8	Preparations for the World Telecommunication Standardization Assembly (WTSA-20) (<i>D 608</i>)
2.9	Preparations for the World Telecommunication/ICT Policy Forum (WTPF-21) (<i>Res. 2, D 611</i>)
2.10	Preparations for the World Telecommunication Development Conference (WTDC-21) (<i>D 609</i>)
2.11	World Radiocommunication Conference 2023
PL 3	Other reports for consideration
3.1	Report on the Implementation of the Strategic Plan and the activities of the Union for 2019-2020 (<i>CV 61, CV 82, CV 102</i>)
3.2	Report on the Standing Committee on Administration and Management
PL 4	Other matters
4.1	Obsolete Council Resolutions & Decisions
ADM	Administration and Management
1	Annual review of revenue & expenses and Efficiency measures (<i>Dec. 5</i>)
2	Cost recovery for the processing of Satellite Network Filings (<i>D 482(MOD)</i>)
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) (<i>Res. 151, 152, 158, 169, 170, D 558, D 563(MOD)</i>)
5	Status Report on Implementation of Council Decision 600 and 601 (UIFN, IIN)
6	Organization Resilience Management System (ORMS)
7	ITU participation in memoranda of understanding with financial and/or strategic implications (<i>Res. 192</i>)
8	Compilation of the decisions adopted by PP-18 which were captured in the Summary Records of its Plenary Meetings
9	Improvement of management and follow-up of the defrayal of ITU expenses by Sector Members, Associates and Academia
10	Arrears and special arrears accounts (<i>Res. 41</i>)

11	Requests for exemption
12	Information and Communication Technologies Development Fund (ICT-DF) (<i>Dec. 11</i>)
13	Report of the Independent Management Advisory Committee (IMAC) (<i>Res. 162, D 565</i>)
14	Appointment of a new External auditor (<i>Res 94, D 614</i>)
15	Audited accounts: Audited financial operating report for 2019
16	External Auditor reports:
	- The Union's accounts 2019
	- The Union's account on the ITU TELECOM World 2019
17	The After-Service Health Insurance (ASHI) liability
18	Report of the Internal Auditor on internal audit activities
19	Strategy for the coordination of efforts among the three Sectors of the Union (<i>Res. 191</i>)
20	Report on progress on the Union's headquarters premises project (<i>Res. 212, D 619</i>)
	Staff working conditions strategy and implementation plan (<i>D 619</i>)
	Summary report on the work of the Member States Advisory Group on the Union's Headquarters premises project (<i>Res. 212</i>)
21	Report on analysis and review of current training and capacity-building activities undertaken by the Group on Capacity Building Initiatives, the ITU Academy and centres of excellence, and the possible creation of a capacity-building institute in ITU
22	ITU accountability framework
23	Strengthening the Regional Presence (<i>Res. 25</i>)
24	Report on overall review, including suggesting appropriate measures to ensure continued effectiveness and efficiency of the ITU regional presence, including recommendations of the external consultant study (<i>Res. 25, D 616</i>)
25	Interim report if any of the external enterprise concerning the Forensic Audit
26	Outcome of WRC-19 with financial implications
27	New investigation function and process
28	Decisions of the UNGA on the conditions of service under the UN common system
29	Progress report on the implementation of the Human Resources strategic plan and of Resolution 48 (Rev. Dubai, 2018)
30	Membership of the ITU Staff Pension Committee (<i>R 1394</i>)
31	Report from the Ethics Office
32	Report on the implementation of risk management action plan
33	Business continuity: business case for information management

34	Measures taken by ITU on conditions for on-site emergency medical support at ITU conferences and meetings held away from Geneva
INFORMATION REPORTS	
1	Situation of arrears of the Union
2	Report of the Budget Control Committee of RA-19 and WRC-19
3	Collaboration with the UN System
4	ITU participation on UN networks
5	ITU Council contribution to the High Level Political Forum on Sustainable Development (HLPF) (<i>Res 140</i>)
6	ITU Environmental Sustainability Statement
7	UN-SWAP report card 2018
