



## General Secretariat (SG)

Geneva, 3 March 2021

Ref.: **CL-21/11**  
Contact: Mr Stephen Bereaux  
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To:  
- ITU Member States  
- ITU Sector Members

Subject: **Invitation to the meetings of the CWG-FHR Ad hoc group on ITU regional presence on 23 March and 20 April 2021, and to the meeting of CWG-FHR on 11 May 2021**

Dear Sir/Madam,

As agreed during the meeting of the Council Working Group on Financial and Human Resources (CWG-FHR) on 25-26 January 2021, an ad hoc group has been created tasked with considering the ITU Regional Presence and the PWC report. This ad hoc group will be chaired by Ms Stella Erebor, from Nigeria.

During the January meeting of the CWG-FHR, it was also agreed that this Council Working Group would hold an additional meeting before the 2021 session of Council to examine and endorse the report from the above-mentioned Ad hoc group.

I am therefore pleased to invite you to participate in the following virtual meetings:

Tuesday 23 March		Tuesday 20 April		Tuesday 11 May
<a href="#"><u>CWG-FHR Ad hoc group on ITU Regional Presence</u></a> English only  (1200-1500 hours) MS+SM  Deadline to submit contributions <b>9 March 2021</b>		<a href="#"><u>CWG-FHR Ad hoc group on ITU Regional Presence</u></a> English only  (1200-1500 hours) MS+SM  Deadline to submit contributions: <b>6 April 2021</b>		<a href="#"><u>CWG-FHR</u></a> English only  (1200-1500 hours) MS+SM  Deadline to submit contributions <b>27 April 2021</b>

Detailed information on how to register and how to submit contributions, along with other practical information, is attached in the [Annex](#).

I count on your active participation and goodwill to ensure that these virtual meetings be as constructive as possible.

Yours faithfully,

(signed)

Houlin ZHAO  
Secretary-General

## ANNEX

### PRACTICAL INFORMATION FOR THE MEETINGS OF THE AD HOC GROUP OF THE CWG-FHR (23 MARCH AND 20 APRIL 2021) AND CWG-FHR (11 MAY 2021)

#### 1. Registration

**Registration** will be carried out exclusively online at <https://www.itu.int/en/council/Pages/registration.aspx> and will open on **4 March 2021**. Detailed information on how to register will be published on the website.

#### 2. Other pre-requested practical arrangements

Participants are reminded that all meetings will be **webcast** (TIES protected) and can be followed via internet.

##### *Working languages*

Meetings will be held in English only.

#### 3. Documentation

##### *Agendas and Documentation*

Draft agenda and documentation will be made available in due course respectively on:

- **Ad hoc group** website at <https://www.itu.int/en/council/cwg-fhr/Pages/adhoc-regpres.aspx>.
- **CWG-FHR** website at <https://www.itu.int/en/council/cwg-fhr/Pages/default.aspx>.

##### *Contributions*

Contributions should be submitted as soon as possible to [contributions@itu.int](mailto:contributions@itu.int).

##### *Implementation of the information/document access policy*

As per Council 2016 decision, and confirmed by PP-18, the ITU Information/document access policy entered into force on 1 January 2017. Documents submitted to CWGs/Expert Groups will be made available as per [ITU information/document access policy](#).

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