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| **Plenipotentiary Conference (PP-22)Bucharest, 26 September – 14 October 2022** |  |
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| PLENARY MEETING | **Document INF/1-E** |
|  | **20 July 2022** |
|  | **English only** |
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| Report by the Secretary-General |
| MAIN rights and FINANCIAL obligations of the various categories of membership and participation in the work of ITU  |
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| SummaryThe Plenary of the 2018 Plenipotentiary Conference endorsed a Recommendation by Committee 5, instructing the Secretary-General to submit an information document to the 2022 Plenipotentiary Conference (PP-22), reflecting the rights and obligations of the various categories of membership and participation in the work of ITU. The present document is submitted in response to said instruction.Action requiredThis document is transmitted to PP-22 for information.References*PP* [*Resolution 209 (Dubai, 2018)*](https://www.itu.int/en/council/Documents/basic-texts/res-209-E.pdf)*;* [*Resolution 145 (Antalya, 2006)*](https://www.itu.int/en/council/Documents/basic-texts/res-145-E.pdf)*;* [*Resolution 99 (Rev. Dubai, 2018)*](https://www.itu.int/en/council/Documents/basic-texts/res-099-E.pdf)*;* [*Resolution 169 (Rev. Dubai, 2018)*](https://www.itu.int/en/council/Documents/basic-texts/res-169-E.pdf)*;* [*Resolution 14 (Rev. Antalya 2006)*](https://www.itu.int/en/council/Documents/basic-texts/res-014-E.pdf)*;* [*Resolution 170 (Rev. Busan, 2014)*](https://www.itu.int/en/council/Documents/basic-texts/res-170-E.pdf)*;* [*Decision 11 (Rev. Dubai, 2018)*](https://www.itu.int/en/council/Documents/basic-texts/dec-011-E.pdf)*; document* [*PP-18/155*](https://www.itu.int/md/S18-PP-C-0155/en)*;*[*Council Rules of Procedure*](https://www.itu.int/council/pd/rop-e.pdf)*;* [*Council Decision 524(C05); Decision 519 (C04, last modified C12)*](https://www.itu.int/pub/S-CONF-CL-2021)*;*[*document C19/56*](https://www.itu.int/md/S19-CL-C-0056/en)*;* [*Resolutions and Decisions of the Council of the International Telecommunication Union (General Revision, 1999), Supplement No. 99-2 (December 2001)*](https://www.itu.int/itudoc/gs/council/publicat/ed99sup2.html)[*WTSA Resolution 54 (Rev. Geneva 2022)*](https://www.itu.int/pub/T-RES-T.54-2022)*;* [*Resolution 1 (Rev. Geneva, 2022)*](https://www.itu.int/pub/T-RES-T.1-2022)*;* [*Resolution 31 (Rev. Dubai, 2012)*](https://www.itu.int/pub/T-RES-T.31-2022)*;* [*RA Resolution 1-8*](https://www.itu.int/en/publications/ITU-R/pages/publications.aspx?parent=R-VADM-RES-2019&media=electronic)*;* [*WTDC Resolution 1 (Rev. Kigali, 2022)*](https://www.itu.int/md/D18-WTDC21-C-0103/en)*;*[*Convention of ITU*](https://www.itu.int/en/council/Documents/basic-texts/Convention-E.pdf) *(CV);* [*Constitution of ITU*](https://www.itu.int/en/council/Documents/basic-texts/Constitution-E.pdf) *(CS); General Rules of conferences, assemblies and meetings of the Union (GR);* [*Financial Regulations*](https://www.itu.int/en/council/ties/Documents/Financial-regulations/S-GEN-REG_RGTFIN-2018-PDF-E.pdf)*.* |

# 1.Overview

The present document aims to provide an overview of various categories of membership, their participatory rights in the work of ITU, as well as their respective financial obligations, following a request by the 2018 Plenipotentiary Conference.

Section 2 provides a visual presentation of such participatory rights in a table format which is supplemented, where appropriate, by references to the corresponding regulatory provisions which are found in the ITU Constitution and Convention, Resolutions and Decisions of the Plenipotentiary Conferences, Resolutions of sectoral Conferences and Assemblies, as well as in Council Decisions and in its Rules of Procedure. Correspondingly, the scope of this presentation covers those conferences, assemblies, and meetings which are referenced in ITU’s constitutive documents, namely, ITU’s treaty-making conferences, sectoral conferences and assemblies, sector study groups and advisory groups, as well as Council meetings. Similarly, in light of the scope defined by the previous Plenipotentiary Conference, focus is maintained on the rights of participation granted to each ITU membership category, *i.e.* Member States, Sector Members, Associates, and Academia. In this context, it is reminded that while PP Resolution 209 (Dubai, 2018) encourages the participation of small and medium enterprises (SMEs) in the work of the Union, it does not establish a new membership category for SMEs but instead allows for the participation of SMEs in the work of the Sectors for a trial period as Associates with reduced fees.

Furthermore, ITU’s regulatory framework provides an opportunity to participate in specific ITU meetings to entities and organizations which do not fall under one of the aforementioned membership categories (for example, the United Nations and the specialized agencies). Although a detailed description of such participatory rights would exceed the scope of the present document, it would be useful to note that such participation is largely governed by PP Resolution 145 (Antalya, 2006) and particularly Annex 2 thereof (with respect to ITU treaty-making conferences, sectoral conferences and assemblies, as well as other sector-level meetings), but also Council Rules of Procedure, rules 7.1 & 7.2 (with respect to Council meetings). Finally, the details of participation of the State of Palestine in ITU conferences, assemblies, and meetings is governed by PP Resolution 99 (Rev. Dubai, 2018).

Lastly, the final section of the document provides information on the financial obligations deriving from the participation of each ITU membership category in the Union’s activities.

# 2. Participation Rights by Membership Category: Member States, Sector Members, Associates and Academia

The following tables provide a more detailed overview concerning the participatory rights of each membership category in ITU, with respect to statutory meetings provided for in the ITU Constitution and Convention.

(*Note*: *for reader convenience, the tables below provide certain regulatory references and/or clarifications in the form of footnotes. If a table cell does not include a footnote, then the reader is invited to consider the reference found in the first row of the respective membership category).*

2A. Treaty-making Conferences:

Plenipotentiary Conferences (PP), Radiocommunication Conferences and World Conferences on International Telecommunications (WCIT)

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| **Rights/Category**  | **Member States[[1]](#footnote-2)** | **Sector Members** | **Associates** | **Academia** |
| Participation | Yes[[2]](#footnote-3) | As observers in non-advisory capacity[[3]](#footnote-4) | No | No |
| Submission of contributions / participation in debates | Yes | No | n/a | n/a |
| Access to TIES protected documentation | Yes | Yes[[4]](#footnote-5) | n/a | n/a |
| Have representative(s) appointed as chairmen / vice-chairmen for the Conference | Yes | No | n/a | n/a |

2B. Sectoral Conferences and Assemblies:

Radiocommunication Assemblies (RA), World Telecommunication Standardization Assemblies (WTSA), World Telecommunication Development Conferences (WTDC)

| **Rights/Category**  | **Member States** | **Sector Members of the Sector concerned** | **Associates in a given Sector Study Group**  | **Academia**[[5]](#footnote-6) |
| --- | --- | --- | --- | --- |
| Participation | Yes[[6]](#footnote-7) | Yes[[7]](#footnote-8) | No | Yes |
| Submission of contributions / participation in debates | Yes | Yes | n/a | Yes |
| Access to TIES protected documentation | Yes | Yes[[8]](#footnote-9) | n/a | Yes |
| Have representative(s) appointed as chairmen / vice-chairmen for the Conference/Assembly | Yes | Yes[[9]](#footnote-10) | n/a | No |

2C. Sector Study Groups and their subgroups

| **Rights/Category**  | **Member States**[[10]](#footnote-11) | **Sector Members of the Sector concerned**[[11]](#footnote-12) | **Associates in a given Sector Study Group**[[12]](#footnote-13) | **Academia**[[13]](#footnote-14) |
| --- | --- | --- | --- | --- |
| Participation | Yes, across the three Sectors | Yes | Yes, in the scope of a given Study Group  | Yes, across the three Sectors |
| Submission of contributions / participation in debates | Yes | Yes | Yes  | Yes |
| Access to TIES-protected documentation | Yes | Yes | Yes, in the scope of a given Study Group | Yes |
| Have representative(s) appointed as chairmen / vice-chairmen | Yes | Yes[[14]](#footnote-15) | No | No |
| Have representative(s) appointed as rapporteurs, associate rapporteurs & co-rapporteurs (ITU-T only), vice-rapporteurs (ITU-D only) | Yes | Yes[[15]](#footnote-16) | Yes[[16]](#footnote-17)  | Yes |

2D. Sector Advisory Groups and their subgroups:

Radiocommunication Advisory Group (RAG), Telecommunication Standardization Advisory Group (TSAG), Telecommunication Development Advisory Group (TDAG)

| **Rights/Category**  | **Member States**[[17]](#footnote-18) | **Sector Members of the Sector concerned**[[18]](#footnote-19) | **Associates in a given Sector Study Group**[[19]](#footnote-20) | **Academia[[20]](#footnote-21)** |
| --- | --- | --- | --- | --- |
| Participation | Yes | Yes[[21]](#footnote-22) | No | Yes |
| Submission ofContributions / participation in debates | Yes | Yes | n/a | Yes |
| Access to TIES-protected documentation | Yes | Yes | n/a | Yes |
| Have representative(s) appointed as Chairman/Vice-Chairmen | Yes | Yes[[22]](#footnote-23) | n/a | No |
| Have representative(s) appointed as rapporteurs | Yes | Yes | n/a | Yes |

**2E**. **Council, its Committees, and Working Groups**

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| **Rights/Category**   | **Member States** | **Sector Members**  | **Associates in a given Sector Study Group**[[23]](#footnote-24) | **Academia[[24]](#footnote-25)** |
| Participation | Yes.[[25]](#footnote-26) Non-Council Member States can participate as observers[[26]](#footnote-27) | As observers[[27]](#footnote-28) | No | No |
| Submission ofContributions / participation in debates | Yes | No | n/a | n/a |
| Access to TIES-protected documentation | Yes | Yes | n/a | n/a |
| Have representative(s) appointed as Chairman/Vice-Chairmen | Yes | No | n/a | n/a |

Under Council Rules of Procedure Rule 11, the Council may set up committees and working groups, in the work of which the observers are also entitled to take part. Correspondingly, observer Member States and observer Sector Members participate under the conditions established respectively in paragraph 3 of Rule 7 and in paragraph 4 of Rule 7. Furthermore, in accordance with PP Decision 11 (Rev. Dubai, 2018), the exact participatory rights of each Council Working Group are further defined in their respective Terms of Reference.[[28]](#footnote-29) In defining such rights, the Council cannot restrict the participatory rights established by the aforementioned statutory framework; it can, however, enlarge the scope of participation in specific Council Working Groups by including other actors and experts, as appropriate.

# 3.Financial obligations related to membership and participation costs

ITU Member States and Sector Members pay their membership fees under a free-choice system of contributory units intended to provide budgetary predictability and stability, within the principles and limitations established by the ITU Constitution and Convention (Articles 28 and 33, respectively). ITU Member States select the class of their contribution from a scale of unit classes contained in Article 33 of the ITU Convention. Furthermore, Sector membership fees are defined on a per-Sector basis, which is, in turn, calculated in accordance with the contributory unit structure. The table below provides information on the financial contributions (membership fees) for Sectors Members, Associates, and Academia. Regional and other international organizations may be exempted from the financial contribution, subject to reciprocity and upon specific criteria.

|  |  |  |  |
| --- | --- | --- | --- |
| **Sector** | **Sector Members** | **Associates** | **Academia** |
| ITU-R and ITU-T  | standard fee:- The amount of the contribution per unit payable towards the expenses of each Sector concerned shall be set at 1/5 of the contributory unit of the Member States. (CV 480)- Sector Members may not select a class of contribution lower than ½ unit (CV 468B).[[29]](#footnote-30)reduced fee:1/16 unit[[30]](#footnote-31)   | standard fee: 1/6 unit, (taking into account CV 480)[[31]](#footnote-32) reduced fee for SMEs:[[32]](#footnote-33) 1/16 unit (for developed countries), 1/32 unit (for developing countries) | 1/16 unit(for developed countries), 1/32 unit(for developing countries)[[33]](#footnote-34) |
| ITU-D  | Sector Members may select ¼, 1/8 and 1/16 unit. However, the 1/16 unit class is reserved for Sector Members of developing countries (CV 468B) | 1/16 unit (for developed countries), 1/32 unit (for developing countries)[[34]](#footnote-35) |

In addition to the aforementioned membership fees, Sector Members also have an obligation to share in defraying the expenses of the conferences, assemblies or meetings they decided to participate in, in accordance with CV 476 and article 7.5 of the Financial Regulations.

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1. CS 25 *et seq.* As a general rule, Member States participate fully in all activities of ITU, unless such participation rights are explicitly limited in the ITU regulatory framework [for example, CV 282 re. participation in Regional Radiocommunication Conferences of Member States not belonging to the region concerned; Council Rules of Procedure, rule 3 on participation of Observer Members States in Council; and WTSA Resolution 54 (Rev. Geneva 2022) re. participation in regional groups of ITU-T Study Groups of Member States not belonging to the region concerned]. [↑](#footnote-ref-2)
2. CV 268 (for Plenipotentiary Conferences); CV 277 (for Radiocommunication Conferences); CV 49 (application by analogy of CV 277) for World Conferences on International Telecommunications; For Regional Radiocommunication Conferences, Member States which do not belong to that region may participate only as observers in a non-voting capacity [CV 282; Annex 1 to PP Resolution 145 (Antalya, 2006)]. [↑](#footnote-ref-3)
3. For Plenipotentiary Conferences and World Conferences on International Telecommunications, observers can be Sector Members from all three sectors (CV 269E + established practice re. WCIT participation). On the contrary, for Radiocommunication Conferences, observers from Sector Members are limited to the ITU-R Sector (CV 280). The participatory rights of such observers in non-advisory capacity are further detailed in Annex 3 of PP Resolution 145 (Antalya, 2006); *cf.* CV 476 re. the obligation of defraying expenses for participation in said conferences. [↑](#footnote-ref-4)
4. Annex 3, PP Resolution 145 (Antalya, 2006). [↑](#footnote-ref-5)
5. PP Resolution 169 (Rev. Dubai, 2018). [↑](#footnote-ref-6)
6. CV 296; GR 78. [↑](#footnote-ref-7)
7. CV 296*bis*. Sector Members may attend all sessions except Budget Control Committee and Heads of Delegations meetings (GR 71, GR 49 in combination with CS 1005); Sector Members of other Sectors may participate as observers (CV 476). [↑](#footnote-ref-8)
8. PP Resolution 14 (Rev. Antalya 2006). [↑](#footnote-ref-9)
9. CS 28B. [↑](#footnote-ref-10)
10. CS 25 *et seq.* As a general rule, Member States participate fully in all activities of ITU, unless such participation rights are explicitly limited in the ITU regulatory framework [for example, CV 282 re. participation in Regional Radiocommunication Conferences of Member States not belonging to the region concerned, and WTSA Resolution 54 (Rev. Geneva 2022) re. participation in regional groups of ITU-T Study Groups of Member States not belonging to the region concerned]. [↑](#footnote-ref-11)
11. CS 28A. [↑](#footnote-ref-12)
12. CV 241A *et seq.* [↑](#footnote-ref-13)
13. PP Resolution 169 (Rev. Dubai, 2018). [↑](#footnote-ref-14)
14. PP Resolution 14 (Rev. Antalya, 2006). [↑](#footnote-ref-15)
15. WTSA Resolution 1 (Rev. Geneva, 2022), RA Resolution 1-8, WTDC Resolution 1 (Rev. Kigali, 2022). [↑](#footnote-ref-16)
16. WTSA Resolution 31 (Rev. Dubai, 2012), RA Resolution 1-8, WTDC Resolution 1 (Rev. Kigali, 2022). [↑](#footnote-ref-17)
17. CS 25*et seq.* (see also footnotes 1 & 10 above). [↑](#footnote-ref-18)
18. CS 28A. [↑](#footnote-ref-19)
19. CV 241A *et seq.* [↑](#footnote-ref-20)
20. PP Resolution. 169 (Rev. Dubai, 2018). [↑](#footnote-ref-21)
21. CV 160A, CV 197A, CV 215C. [↑](#footnote-ref-22)
22. CS 28B. [↑](#footnote-ref-23)
23. CV 241A *et seq.* [↑](#footnote-ref-24)
24. PP Resolution 169 (Rev. Dubai, 2018). [↑](#footnote-ref-25)
25. CV 50 *et seq*. [↑](#footnote-ref-26)
26. CV 60A. Limited to one observer per observer Member State. *Cf.* Council Decision 524 and Council Rules of Procedure rules 7 & 11. An Observer Member State does not have the right to vote, it has the right to speak only once per agenda item, after the Council Member States have finished making their statements, and it may submit written contributions. [↑](#footnote-ref-27)
27. CV 60B. Participation is limited to three Sector Members per Sector, plus the six principal regional telecommunication organizations [namely, the Asia-Pacific Telecommunity (APT), the European Conference of Postal and Telecommunications Administrations (CEPT), the Inter-American Telecommunications Commission (CITEL), the African Telecommunications Union (ATU), the Council of Arab Ministers of Telecommunication and Information represented by the Secretariat-General of the League of Arab States (LAS) and the Regional Commonwealth in the field of Communications (RCC)]. *Cf.* Council Decision 519, Council Rules of Procedure rules. 7 & 11. [↑](#footnote-ref-28)
28. Additional details on the active Council Working Groups and their respective terms of references are available at <https://www.itu.int/en/council/Pages/groups.aspx>. [↑](#footnote-ref-29)
29. CV 468B sets the minimum fee for ITU-R and ITU-T Sector Membership at 1/2 unit, which is currently the equivalent of CHF 31,800, although Sector Members may opt to pay more than this minimum. [↑](#footnote-ref-30)
30. PP Resolution 170 (Rev. Busan, 2014) sets the amount for ITU-T and ITU-R Sector Members from developing countries with annual per capita income <2,000.00 USD (UNDP), not yet joined either or both Sectors and shall not be subsidiaries of a multinational corporation with HQ in a developed country. The entities which are already a member paying 1/2 unit are not eligible for this reduced fee. [↑](#footnote-ref-31)
31. Actual amount determined by Council (CV 483A). *cf.* Resolutions and Decisions of the Council of the International Telecommunication Union (General Revision, 1999), Supplement No. 99-2 (December 2001). [↑](#footnote-ref-32)
32. PP Resolution 209 (Dubai, 2018). For the reduced fee for SMEs, companies need to meet certain eligibility criteria established by the Plenipotentiary Conference in 2018 and Council in 2019 (Document [C19/56](https://www.itu.int/md/S19-CL-C-0056/en)). Companies must be approved by their respective Member State as meeting national criteria for an SME. In addition, companies must also have fewer than 250 employees as well as annual revenues below a maximum of CHF 15 million. [↑](#footnote-ref-33)
33. PP Resolution 169 (Rev. Dubai, 2018). [↑](#footnote-ref-34)
34. see fn. 32 above. [↑](#footnote-ref-35)