



General Secretariat (SG)

Geneva, 30 June 2022

Ref.: **CL-22/26**

To Member States of ITU

Contact: Ms Béatrice Pluchon

E-mail: gbs@itu.int

Subject: **Nomination of candidates for the positions of Chairmen and Vice-Chairmen of Council Working Groups (CWGs) for the 2023-2026 period/cycle**

Dear Sir/Madam,

In line with Council Resolution 1333 and Plenipotentiary Conference Decision 11 (Rev. Dubai, 2018) regarding the Creation, management and the termination of Council Working Groups, which refer to a four-year term of office between two consecutive Plenipotentiary Conferences (PP), I would like to inform you that the **Chairmanship and Vice-Chairmanship of existing Council Working Groups (CWGs) that will be continued and any new CWG created by PP-22 will be examined at the extraordinary session of the Council 2023**. This will allow the groups to meet in February 2023.

In accordance with Decision 11, the PP will review the work of current CWGs. The PP will also decide on the need to maintain, modify, terminate, or establish CWGs for the next period. Therefore, a formal invitation to officially nominate or confirm candidates with the final list of CWGs will be sent to Member States during PP- 22 requesting **the candidate's full name and biographical profile, highlighting the qualifications of the individual**.

The final list of candidates will be submitted for consideration and approval at the **Extraordinary 2023 Session of the Council, to be held on 14 October 2022**.

For ease of the reference:

- The list of Chairmen and Vice-Chairmen for current Council Working Groups and Expert Groups is available in document [PP-22/55](#)
- The table of vacant positions is available in [Annex A](#) of this letter.
- In identifying candidates Chairmen and Vice-Chairmen for current CWGs, **Council Resolution 1333 and its Annex 2 as well as PP Decision 11 (Rev. Dubai, 2018) available in [Annex B](#)** should be taken into consideration.

Kindly note also that the positions of Council Working Group Chairmen and Vice-Chairmen are not considered "honorary" positions and require active participation. Appointees will not be eligible to receive financial assistance from ITU. The commitment of time and resources required to fulfil the duties of the Chairmen and Vice-Chairmen will be borne by the candidates themselves and by their nominating administrations and/or organizations, up until the next Plenipotentiary Conference in 2026.

Yours faithfully,

(signed)

Houlin ZHAO

Secretary-General

ANNEX A

VACANT POSITIONS FOR CHAIRS AND VICE-CHAIRS OF COUNCIL WORKING GROUPS (as of PP-22)

Please note that:

- CWG-SFP has finished its work.
- Decision 11 and Res 1333 do not apply to the Expert Groups

Current CWG + Secretary	Chair	Region	Date of appointment	Vice-Chair (s)	Region	Date of appointment
Council Working Group on International Internet-related Public Policy Issues (CWG-Internet)	Vacant			Vacant Vacant Vacant Vacant Vacant Vacant	AFR AMS ARB ASP CIS EUR	
Council Working Group on Child Online Protection (CWG-COP)	Vacant			Ms Stella Chubiyo Erebor (Nigeria) Vacant Vacant Vacant Vacant Vacant	AFR AMS ARB ASP CIS EUR	2020
Council Working Group on WSIS&SDGs (CWG-WSIS&DSGs)	Vacant			Vacant Ms Renata Santoyo (Brazil) Vacant Vacant Vacant Vacant	AFR AMS ARB ASP CIS EUR	2020

Current CWG + Secretary	Chair	Region	Date of appointment	Vice-Chair (s)	Region	Date of appointment
Council Working Group on Financial and Human Resources (CWG-FHR)	Ms Vernita Harris (United States)	AMS	2020	Vacant Vacant Vacant Vacant Ms D.V. Kalyuga (Russian Federation) Vacant	AFR AMS ARB ASP CIS EUR	2020
Council Working Group on the use of the six official languages (CWG-LANG)	Vacant			Vacant Vacant Vacant Vacant Vacant Ms Yana Brugier (France)	English Arabic Chinese Russian Spanish French	2020

ANNEX B

DECISION 11 (REV. DUBAI, 2018)

Creation and management of Council working groups

The Plenipotentiary Conference of the International Telecommunication Union (Dubai, 2018),

considering

- a) that the purposes of the Union are set out in Article 1 of the ITU Constitution;
- b) that Article 7 of the Constitution states that the ITU Council acts on behalf of the Plenipotentiary Conference;
- c) that Article 10 of the Constitution states that, in the interval between plenipotentiary conferences, the Council shall act, as governing body of the Union, on behalf of the Plenipotentiary Conference within the limits of the powers delegated to it by the latter;
- d) that Resolution 71 (Rev. Dubai, 2018) of this conference, on the strategic plan for the Union for 2020-2023, identifies key issues, goals, strategies and priorities for the Union as a whole, for each of the Sectors and for the General Secretariat;
- e) that Annex 2 to Decision 5 (Rev. Dubai, 2018) of this conference, on options for reducing expenses, includes, inter alia, reduction of the number of Council working groups (CWGs) to the absolute minimum necessary and reduction, to the extent possible, of the number and duration of physical meetings of CWGs;
- f) that the Council adopted at its 2015 session Decision 584, on the creation and management of CWGs, and at its 2016 session Resolution 1333 (Rev. 2016), on guiding principles for the creation, management and termination of CWGs;
- g) Resolution 70 (Rev. Dubai, 2018) of this conference, on gender mainstreaming in ITU and promotion of gender equality and the empowerment of women through information and communication technologies,

considering further

- a) that the current Council and CWG schedule has caused considerable strain on Member State and Sector Member resources;
- b) the growing demands placed on the activities of the Union and the limited resources available from Member States and Sector Members;
- c) that there is an urgent need to seek innovative ways to rationalize internal costs, optimize resources and improve efficiency,

recognizing

that the Council has consistently appointed competent and qualified candidates for the leadership of CWGs, but that there remains a need to promote and enhance equitable geographical distribution and gender balance,

decides

- 1 that the decision to create, continue or terminate CWGs is taken by the Plenipotentiary Conference or by the Council, as appropriate;

2 that the Council shall decide to create CWGs based on decisions of the Plenipotentiary Conference and/or key issues, goals, strategies and priorities identified in Resolution 71 (Rev. Dubai, 2018)¹;

3 that the Council shall decide the CWG mandates and working procedures consistent with the Rules of Procedure of the Council;

4 that the Council shall examine CWG activities, including progress on the implementation of their mandates, taking into account the decisions of the Plenipotentiary Conference;

5 that, based on the results of the review carried out in accordance with decides 4 above, the Council shall:

- maintain, terminate or establish CWGs; and
- modify or establish the terms of reference (ToRs) of CWGs,

as appropriate, and in accordance with relevant decisions of the Plenipotentiary Conference, as applicable;

6 that the Council shall decide the leadership of CWGs, taking into account recognizing above, with a view to promoting and enhancing, inter alia, equitable geographical distribution and gender balance;

7 that the Council, when creating a CWG and defining the ToRs in line with decides 3 above, shall avoid duplication of activities among CWGs, as well as between CWGs and study groups and other groups of the ITU Sectors;

8 that the term of office of CWG chairmen and vice-chairmen shall not exceed the interval between consecutive plenipotentiary conferences, that a period in office in one CWG does not count towards a period in office in another CWG, and that steps shall be taken to provide some continuity between CWG chairmen and vice-chairmen;

9 that if a CWG chairman is unable to remain in office, a new chairman shall, as a rule, be appointed from among the current vice-chairmen of that CWG, in which case the "partial" term of office shall not be taken into account in any appointment for the subsequent term;

10 that, to the extent possible, the Council shall merge existing CWGs with a view to reducing their number and the number and duration of their meetings, and with the aim of avoiding duplication of effort, and minimizing budgetary impacts;

11 that, to the extent possible, the Council shall integrate CWG meetings into the agenda and time allocation of the annual sessions of the Council;

12 that, if it is not possible to fulfil decides 11 above, the meetings of various CWGs shall be collocated in order to hold them in sequence or back to back in a cluster;

13 that the Council, at its ordinary session before the plenipotentiary conference, shall consider the four-year reports of CWGs and submit recommendations to the plenipotentiary conference on the need to maintain, modify, terminate or establish CWGs for the next period.

RESOLUTION 1333 (MODIFIED 2016)
(adopted at the eleventh Plenary Meeting)

**Guiding principles for the creation, management and termination of
Council working groups**

The Council,

considering

- a) Articles 7 and 10 of the Constitution, according to which, in the interval between plenipotentiary conferences, the Council acts as governing body of the Union, on behalf of the Plenipotentiary Conference within the limits of the powers delegated to it by the latter;
- b) Decision 11 (Rev. Busan, 2014) on the creation and management of Council Working Groups, identifying the main principles of the creation and work of the Council Working Groups;
- c) Annex 2 to Decision 5 (Rev. Busan, 2014) on options for reducing expenditure, *inter alia*, the reduction of the number of Council Working Groups (CWGs) to the absolute minimum necessary and reduction as much as possible of the number and duration of physical meetings of working groups of the Council;
- d) Decision 584 of the Council 2015, identifying the principles for appointment and term of office for CWG Chairmen and Vice-Chairmen;
- e) WTSA Resolution 35 (Rev. Dubai, 2012), Resolution ITU-R 15-5, and WTDC Resolution 61 (Rev. Dubai, 2014) on appointment and maximum term of office for chairmen and vice-chairmen of study groups and advisory groups,

resolves

- 1 that CWGs shall address issues, goals, strategies, and priorities identified in the Strategic and Financial Plans of the Union and in the decisions of the Plenipotentiary Conferences and the Council, and provide advice to the Council for its consideration;
- 2 that in creating a Council Working Group, the terms of reference (ToR) of CWGs shall be clearly defined, and duplication and overlapping of tasks shall be avoided with other CWGs; ToRs may be modified, as appropriate, in order to respond to changing requirements;
- 3 that appointment of CWG Chairmen and at least two Vice-Chairmen for each CWG should be guided by provisions of Decision 11 (Rev. Busan, 2014) and the Procedure of the Annex 1, including submission of the information given in the Annex 2;
- 4 that term of office for Chairmen and Vice-Chairmen of CWG should not exceed the interval between consecutive Plenipotentiary Conferences; that the period in office in one CWG does not count towards the period in office in other CWG; that steps should be taken to provide some continuity between CWG Chairmen and Vice-Chairmen;
- 5 that it is necessary to plan and conduct CWG meetings in an efficient and cost effective manner, within the limits of the budget allocated by the Council; a CWG should normally hold one meeting and not more than two CWG meetings per year; and, if appropriate, one meeting of the CWGs can be integrated into the time allocation of the annual sessions of the Council; electronic meetings should be envisaged when necessary and feasible;

6 that, as far as possible, CWGs should advance their activity by electronic means and working methods;

7 that termination of a CWG is executed after completion of tasks within the framework of the group's mandate or in accordance with other decisions of the Council and/or the Plenipotentiary Conference, including Decision 11 (Rev. Busan, 2014),

resolves further

1 that the number and mandates of the CWGs, in particular, on any modifications required to existing groups in response to this resolution and to changing requirements should be examined, on an ongoing basis,

instructs the Secretary-General

1 to submit to each Plenipotentiary Conference and to each Council a table that identifies the Chairmen and Vice-Chairmen of each CWG, their tenure of office and region;

2 to ensure uniformity of the CWG websites that includes, at a minimum, terms of reference, the objective, composition, chairman and vice-chairmen, the secretariat, key Decisions and Resolutions, CWG documents and Reports.

ANNEX 1

Procedure for the appointment of Chairmen and Vice-Chairmen of Council working groups

- 1 After a decision on the creation of a Council working group is adopted by the Plenipotentiary Conference or by the Council, the Secretary-General, in consultation with Member States, will prepare and publish, on the Council's webpage, a list of candidates and their profiles for each working group.¹
- 2 Appointment decision shall be taken on the corresponding session of the Council (immediately after the Plenipotentiary Conference or on the Council's session which has taken the decision to create a CWG) taking into account the competency of candidates and with a view to promoting equitable geographical distribution and gender balance.
- 3 If a CWG Chairman could not continue his/her activity, a new Chairman is nominated, as a rule, from the existing Vice-Chairmen of this CWG; with the "partial" term of office not taken into account in the appointment for the next term.

¹ Chairman and Vice-Chairmen of the working group on use of the six official languages of the Union are appointed through linguistic groups. Their term of office is determined by the Council considering proposals from corresponding linguistic groups.

ANNEX 2

Qualifications of Chairmen and Vice-Chairmen

In appointing Chairmen or Vice-Chairmen, particular consideration shall also be given to the following data on competency and qualifications:

- knowledge and experience in the corresponding field;
- experience in ITU meetings and other intergovernmental organizations;
- managerial skills;
- ability to immediately proceed to duties and continue working until the next Plenipotentiary Conference or the CWG termination;
- succession planning.

Particular reference to the above qualifications should be included in the biographical profile to be published by the Secretary-General.
