



General Secretariat (SG)

Geneva, 5 September 2022

Ref: **CL-22/32**
Contact: Ms Béatrice Pluchon
E-mail: gbs@itu.int

- To Member States of ITU
Attn: Heads of Delegations to PP-22

Subject: **Invitation to informal and formal meetings of Heads of Delegations, ITU Plenipotentiary Conference (Bucharest, 2022)**

Dear Sir/Madam,

Further to ITU [Circular Letter No. 22/29](#) of 11 July 2022, I am pleased to inform you that preparations are now being finalized for the forthcoming ITU Plenipotentiary Conference (PP-22) to be held in Bucharest, Romania, **from 26 September to 14 October 2022**.

In this regard, I am pleased to inform you that Heads of Delegations to PP-22 are hereby invited to attend an informal meeting on **Sunday, 25 September 2022, at 14.30 hours (local time) in Room CUZA**, at the Palace of Parliament in Bucharest.

The purpose of the meeting is to exchange views and to assist the Secretary-General to formulate recommendations to the official meeting of Heads of Delegations, in accordance with provision No. 49 of the General Rules of Conferences, Assemblies and Meetings of the Union and, in particular, to give advance consideration to the proposals for the structure, chairmanships and vice-chairmanships of the conference and its committees.

The formal meeting of Heads of Delegations will be held on **Monday, 26 September 2022, at 09.45 hours in Room CUZA**. It will be followed by the Opening Ceremony, which will take place in the Plenary room. All delegates should be seated by 11.00 and the Ceremony will begin promptly at 11.15.

I look forward to welcoming you in Bucharest.

Yours faithfully,

(signed)

Houlin ZHAO
Secretary-General