



General Secretariat (SG)

Geneva, 24 August 2023

Ref: **DM-23/1011**
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Regional Telecommunication Organizations

- Asia-Pacific Telecommunity (APT);
- European Conference of Postal and Telecommunications Administrations (CEPT);
- Inter-American Telecommunications Commission (CITEL);
- African Telecommunications Union (ATU);
- Council of Arab Ministers of Telecommunication and Information represented by the Secretariat-General of the League of Arab States (LAS);
- Regional Commonwealth in the field of Communications (RCC)

Subject: **2023 Additional session of the Council**

Dear Madam, Sir,

Pursuant to the decision of the seventh plenary meeting of the 2023 ordinary session of the Council, I would like to hereby inform you that an **Additional session of the Council** will be held at ITU headquarters on **Thursday, 19 and Friday, 20 October 2023**. In accordance with Council Decision 519 as amended at the 2012 Session of the Council, to grant admission to the six principal regional telecommunication organizations, I invite you to send **one observer** at your own expense to meetings of the Council.

Practical information on registration, documentation, and hotel accommodation can be found in [Annex 1](#).

A **preliminary draft agenda** of the 2023 Additional session is attached in [Annex 2](#).

The event will be preceded by the cluster of Council Working Groups and Expert Groups (CWGs & EGs), from Monday, 9 to Friday, 18 October 2023. More details on the schedule of the cluster of CWGs & EGs can be found in letter [CL-23/23](#).

I look forward to seeing you in Geneva.

Yours faithfully,

(signed)

Doreen Bogdan-Martin
Secretary-General

Annexes: 2

ANNEX 1

Practical information***Registration***

Registration for the 2023 Additional session of the Council will be carried out **exclusively online** at the following webpage: <https://council.itu.int/participation>.

Information related to badge collection will be made available in the e-confirmation of registration as well as on the Council website.

Documentation

In accordance with Annex 2 to Decision 5 (Rev. Bucharest, 2022) of the Plenipotentiary Conference, paragraph 10, and in order to reduce cost of documentation, Council documents will be made available **exclusively online** on the website at <https://council.itu.int/documents>. **No** paper copies of documents will be distributed before or during this session.

Similar to the previous sessions of Council, an ITU C23-Add Sync Application will facilitate the download of C23-Add 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 <https://www.itu.int/en/ties-services/>.

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 <https://www.itu.int/net4/travel/index.aspx>

ANNEX 2

PRELIMINARY DRAFT AGENDA OF THE
2023 ADDITIONAL SESSION OF THE COUNCIL

Agenda item	Title	Document n°C23/XX
1	Audited accounts: Audited Financial operating report for 2022	
2	External Audit report: Union's accounts 2022	
3	Progress on the Union's headquarters premises project	
4	Proposed dates and duration of the 2024, 2025, and 2026 sessions of the Council along with the proposed dates of clusters of Council Working Groups and Expert Groups for the same period	
5	Preparation for the 2026 Plenipotentiary Conference	
6	Vice-chairmen of CWGs & EGs	
7	Other business	
