



## General Secretariat (SG)

Geneva, 4 August 2023

Ref.: **CL-23/20**  
Contact: Ms Béatrice Pluchon  
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To:  
- ITU Member States  
- ITU Sector Members

Subject: **Status of the new building project and call for additional contributions**

Dear Sir/Madam,

I am writing to kindly bring to your attention Council document [C23/7\(Rev.1\)](#) concerning the status of the new building project and the challenges associated with the procurement process for appointing a general contractor as well as the outcome of the Council discussion in this regard (see below [Annex](#)).

As highlighted in these documents, addressing the identified funding gap is crucial for ensuring the successful completion of the project. To overcome this challenge, and as requested by Council, the Secretariat cordially invites members to consider providing additional voluntary contributions and/or sponsorship in support of the building project. In accordance with the Council's decision, I thank you in advance for submitting any expressions of interest within 30 days from the date of this letter. The Secretariat will report to the Council on the outcomes of this call for additional contributions during the upcoming Council session, scheduled for 19-20 October 2023.

I remain deeply grateful for your unwavering support and commitment to the organization's success, and I am confident that through our collective efforts, we will be able to address the current challenges in the best interest of the organization.

Yours faithfully,

*(signed)*

Doreen Bogdan-Martin  
Secretary-General

**Annex: 1**

## ANNEX

### **Outcome of the Council discussions on the new building**

“Having carefully considered the information provided by the secretariat and following a discussion on the appropriate course of action, we have reached a consensus that the building project should not be abandoned. Instead, the secretariat is requested to undertake necessary measures to reevaluate the existing design and technical plans for the new building, within the overall parameters under which the building permit was granted, with the objective of aligning the project’s costs as much as possible to the currently approved budget. The reassessment exercise and associated design works may lead to losing the current bids and necessity to launch a new tender.

The secretariat has informed the ADM that work on this matter will commence promptly following the conclusion of the present Council session.

Specifically, the secretariat will concurrently undertake the following steps to help bridge the building financing gap:

- A) Send a letter with a 30-day deadline to all ITU Membership seeking donations and sponsorship, respecting the project budget and the building requirements, and bearing in mind the relevant resolutions and decisions from the Plenipotentiary Conference and Council.
- B) Conduct an updated needs assessment analysis and, as soon as possible, engage with the architects to review and with a view to revise the drawings, plans, and all cost estimates, taking into account ITU's updated functional requirements.
- C) Continue liaising with the Swiss government regarding the potential costs associated with studies, revision of drawings, and plans, and to prepare for a possible future loan increase application.

During the additional session of the Council in 2023, the secretariat will present the outcomes of the steps listed above and provide an update on the progress of these activities and expected timelines, including milestones for the project to be implemented in a timely manner. Also the secretariat should ensure that all Members of the Council remain informed and engaged in the building project's development, and organize at least one informative session before the additional Session of the Council 2023.

The secretariat should continuously monitor the effectiveness of the project's governance structure to ensure optimal decision-making and oversight and report to Council in case of any support needed in this regard.

The MSAG will actively and closely participate in the steps mentioned above by the secretariat to provide independent and impartial advice on the project to the Council.”

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