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|  | **Document C24/INF/13-E** |
| **5 May 2024** |
| **English only** |
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| Report by the Secretary-General |
| OUTCOME OF CONSULTATIONS ON PROPOSED IMPROVEMENTS FOR THE PLENIPOTENTIARY CONFERENCE – COMPILATION OF PROPOSALS RECEIVED FROM MEMBER STATES AS A RESPONSE TO CL-24/11 |
| **Purpose**Council 2023 “requested the secretariat to examine the proposals made by Romania to improve the conference roll-out, to consult the Member States on possible improvements to PP, including review of the election procedures and ethical guidelines, and to present the findings to Council-24”. Further to a consultation launched in February ([CL-24/11](https://www.itu.int/md/S24-SG-CIR-0011/en)), this document is a compilation of all the responses received from Member States. The synthesis of this input is contained in document [C24/4](https://www.itu.int/md/S24-CL-C-0004/en). **Action required by the Council**This report is transmitted to the Council for information.**Relevant link(s) with the Strategic Plan** Convening platforms.**Financial implications**N/A\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**References**[*C23/4*](https://www.itu.int/md/S23-CL-C-0004/en)*,* [*C23/84*](https://www.itu.int/md/S23-CL-C-0084/en)*,* [*C23/107*](https://www.itu.int/md/S23-CL-C-0107/en)*,* [*CL-24/11*](https://www.itu.int/md/S24-SG-CIR-0011/en)*,* [*C24/4*](https://www.itu.int/md/S24-CL-C-0004/en)*.* |

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| **1.1 What aspects of the informal inter-regional meetings/coordination could be improved?** |
| Bahrain | * It’s important that the interregional meeting/coordination takes place before the PP as it will assist in identifying the comment interest and topics of disagreements,
* Establish preparatory meetings schedule for inter-regional discussion and communications to have a middle-ground in the case of disagreement.
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| Bulgaria | More often exchange of information and ideas between regional groups for better understanding of the regional positions. |
| Switzerland | The Swiss administration deems that the informal inter-regional meetings/coordination in preparation of PPs have shown their usefulness as well as their limitations. On the one (positive) hand, thanks to them the opening days of PPs are not bogged down by deliberations on formal/organizational issues, as for example informal compromises have been worked out on the positions of chairs and the structure of the conference.On the other hand, with respect to issues relating to the substance of the agenda of a PP or Assembly, inter-regional preparation played only a marginal role. Until all Member States are willing to authorize the representatives of the regional telecommunication organization (RTO) of which they are part to make concessions with a view to seeking compromises, this matter of fact will not change. It is furthermore worth highlighting that the internal coordination processes of the RTOs with a view to PPs or Assemblies are very diverse. Some are starting early (up to two years before a PP) and framing tightly the leeway of the states of the region when harmonized positions have emerged. Others initiate their process only in the months before the PP and the outcomes are of discretionary nature for their members. ITU cannot overcome these impediments as they fall in the higher spheres of the definition of the scope of its sovereignty by each Member State. |
| Germany | The presentations for each region also always indicate how often, when and where the region met before the IRM. We believe that this is of little interest to most listeners. The IRMs should focus even more on the factual content of what has been worked out so far. |
| Algeria | Understanding of the key issues for the various PP committees (Policy and legal, administration and management & public policy). |
| Canada | They should remain informal in the sense that they are meant to exchange general views and positions on key PP issues, but with no negotiating mandate or purpose |
| Morocco | Il est à souligner notre appui pour conserver l'actuel caractère informel de la coordination régionale.Par rapport à l’amélioration des aspects de la coordination de ces réunions informelles, il est proposé :* L’organisation des réunions interrégionales informelles en mode hybride afin de permettre à ceux qui ne pourraient pas faire le déplacement d’y participer.
* Le SG prépare et informe la réunion interrégionale des aspects de préparation de la PP, y compris un volet dédié aux propositions touchant les sujets communs à plus d’un groupe régional. Ceci dans le but de permettre plus de visibilité sur de possible dialogue et échanges entre les organisations régionales concernées lors de leurs réunions régionales.
* Le SG prépare, avec le concours du Conseil, un document sur les résolutions et décisions caduques des PP antérieurs et les résolutions et décisions nécessitant la rationalisation.
* Dans la limite des ressources financière ou technique de l’UIT, et en tant que besoins, l'organisation de plus de réunions interrégionales autres que celles déjà prévues (trois réunions interrégionales déjà prévues avant le CA de la PP, 60 jours avant la PP et juste au lancement de la PP).
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| UAE | In efforts to enhance inter-regional coordination, It is recommended that RPM chairpersons invite their regional groups, along with Member States not of Regional Telecommunication Organizations, to actively engage in the preparatory meetings. It is recommended that Inter-regional meetings be made as formal ITU meetings that yield concrete outcomes with the aim of expediting consensus building during the Conference. This strategy would ensure member states work cohesively as regions and will strengthen coordination and negotiation efforts, presenting a viable strategy for optimizing time management at the PP. |
| Mexico | Mejor circulación de comunicados, compartir un listado de contactos de los integrantes de los presidentes y vicepresidentes de los Grupos de Trabajo |
| France | It could be more efficient to have a thematic approach to inter-regional meetings with only a few selected topics/groups of resolutions to be discussed, in order to focus on the areas where the most difficult discussions are expected. |
| Czech Republic | So far it seems to be quite good. It may be useful to have more inter-regional meetings dedicated only for such coordination, held remotely (with just several delegated RTO representatives, not the full audience). |
| Dominican Republic | Esto debería ser contestado por las organizaciones regionales mejor. |
| Armenia | Establishing clearer objectives for these meetings to ensure focused discussions, implementing structured agendas to cover key topics efficiently, encouraging active participation from all regions to ensure consideration of diverse perspectives, utilizing technology for virtual meetings to facilitate broader participation and reduce logistical barriers, and establishing mechanisms for follow-up and accountability to ensure that outcomes from these meetings are effectively implemented. |
| Australia | The PP Chair-elect may wish to continue limiting priority PP themes to three issues (e.g. cybersecurity, strategic and financial plan), as anything more may take up too much time. Draft agendas could include a couple of questions or issues for discussion, and provided to Member States well in advance of the IRM.Australia attended informal inter-regional preparatory meetings for PP-22 virtually (in March, June and August 2022). At these meetings, while the PP-22 Chair did his best to facilitate discussion among regional groups representatives on priority themes, it was difficult to get consensus on divergent issues. While some progress was made on certain themes, and discussions before the conference helped us understand others’ views and positions, we consider Inter-regional meetings only assisted PP preparations to a limited extent. * Themes could be limited to the draft strategic and financial plan (PP Res 71) and themes such as internet and cyber security.
* The PP Chair-elect could encourage representatives from the different regions to attend other groups’ regional preparatory meetings to share their preparations.
* Also, each Regional Telecommunication Organisation (RTO) could submit a report to ITU Secretariat after each preparatory meeting, which the Secretariat could circulate for the information of all members (rather than waiting until an inter-regional meeting).
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| Egypt | Inter-regional meetings/coordination is very effective and productive practice; however, it just might be more practical to hold it more than once, at least twice or three times, in between PP conferences. |
| Romania | The Secretariat in cooperation with the designated chairman, before the 1st IRM should work on an action plan and a calendar of activities that can be conducted before the PP in order to facilitate the work of the Conference that should include, inter alia, documents that can be agreed upon before the start of the Conference, including updating and streamlining of the resolutions and decisions, which do not have political impact, possible topics for the informal dialogues and earlier deadlines for submitting initial or preliminary proposals/contributions, especially when it comes to topics that, traditionally require heavy negotiations. Also, an important matter to be established by the inter-regional exercise is the structure of the conference, leadership of the committees and possible subgroups and allocation of documents in the committees. This also helps the regions to establish their own preparations, leaders for topics etc.We propose further fostering inter-regional coordination before the conference, benefiting from the support of the ITU Secretariat, by organizing these meetings, as much as possible, during the year prior to the Plenipotentiary Conference, back-to-back with ITU Council sessions or any other major ITU events. This is is also an excellent opportunity for the designated chair of PP to practice his role, to get acquainted with the regional coordinators and with the subjects. |
| Russian Federation | Целесообразно на втором собрании Совета после Полномочной конференции (ПК) наметить сроки проведения МРС, чтобы сориентировать региональные организации запланировать свои региональные собрания до МРС. Рассмотреть целесообразность проведения первого МРС перед сессией Совета МСЭ в год ПК с представлением итогов собрания на сессии Совета.Просить региональные организации завершить предварительное согласование региональных позиций по ключевым вопросам, выносимым на ПК с целью обмена мнениями, которое позволит провести уточнение своих позиций. |
| Türkiye | Based on the previous experiences, inter-regional coordination during the PP preparatory process are very beneficial and instrumental for facilitating the efficient use of resources. In light of these experiences, Council 2021 agreed on strengthening the inter-regional preparatory process and on holding inter-regional preparatory meetings. Our proposal for improvement of this process is that the inter-regional meetings should not be postponed until the last quarter, but should be spread over a wider period of time (in connection with the Councill meetings’ outcomes), so that the issues that would be on the PP agenda are handled in a better manner. The interregional preparatory process could also be used as an opportunity for streamlining resolutions to be submitted to the PP. |
| United Kingdom | We could more to encourage dialogue between the specific regional focal points for particular issues in advance of the PP. ITU could compile and share contact info earlier, and RTOs could be encouraged to provide names in good time to enable a dialogue. RTOs could also be encouraged to share their PP contributions before the final deadline for submission (or an earlier deadline considered). |
| United States | We support the continued organization of informal inter-regional coordination meetings as they offer opportunities for initial engagement about expected key issues of the conferences. It also offers the expected Conference Chair an opportunity to engage with delegations and regional groups. The success of the inter-regional preparatory process largely depends on Member States’ willingness to share positions in advance of the conference, as Romania, the PP-22 Host Country, has noted (C23/84). Where these meetings can be in person, it allows for more informal exchanges that may not be as feasible virtually.  |
| Belgium | Regarding the regional preparatory process of regional organisations, the BIPT advocates streamlining the preparatory working groups, to avoid the dispersion of human and financial resources and to allow full participation of all players. In conclusion, it is essential that the plenipotentiary conferences allow exchanges between the players concerned, based on the multi-stakeholder model, but a revision of the procedures is necessary to strengthen efficiency and inclusiveness. |
| **1.2 Do you have any suggestions for delegate and conference officer preparation/training?** |
| Bahrain | Develop an online training program focusing on PP objectives, overview, negotiation techniques, and ITU digital tools for newcomers. |
| Bulgaria | Short online trainings/workshops will be most welcome. ITU could provide an overview presentation on the procedures, timelines, delegates’ functions, rights and any limitations, etc. |
| Switzerland | The Swiss administration greatly values the initiatives of secretariat in the course of the past years with a view to equip new delegates to conferences and assemblies with knowledge on the innerworkings of conferences and assemblies. In our view mentoring (peer-to-peer support) on the spot appears with hindsight to be the most effective training method. |
| Germany | To offer two newcomers sessions long before the PP.To ask all HoD to process a newcomers session for the newcomers of their own delegation also long before the PP. |
| Algeria | * It is important that delegates undertake induction training to the PP and its objectives and what it expected from delegations.
* The linkage between Council and PP needs to be understood.
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| Morocco | L’amélioration des connaissances et des compétences des délégués et fonctionnaires de l’UIT est l’un des facteurs de succès des PP. dans ce cadre il est proposé : * La mobilisation des Bureaux Régionaux pour préparer un plan de formation ou de renforcement de capacité dont chacune des régions a besoin en vue de la PP, et ce selon un questionnaire.
* Les formations pourraient être dispensées, en ligne ou en présentiel lors des réunions régionales par des ressources RH de l’UIT, en particulier des Bureaux Régionaux ou des cadres du secrétariat général de l'UIT. L’utilisation de la langue parlée ou la traduction simultanée à la langue parlée par les Etats membres de la région est un élément important pour la satisfaction des résultats des formations.
* des vidéos/enregistrements à caractère didactique ou des présentations pourraient être distribués et présenter lors des réunions régionales ou interrégionales et postés sur le site web de la PP;
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| UAE | * Provide an induction video that is automatically sent to new joiners to the ITU,
* Provide bi-annual briefing sessions to all the three sectors of the ITU and the SG. It is also suggested that new joiners are communicated to directly for these briefings and not just through the focal point,
* Adopt virtual thematic briefings in preparations for the PP as practiced in the ITU Council
* SG secretariat to provide topic-specific trainings for the following:
	+ Tutorials on navigating through the ITU Website for all 3 sectors
	+ Conference preparatory processes
	+ Contribution drafting
	+ Online briefings on the most revisited resolutions each PP
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| Argentina | It is suggested to remind all participants, the code of ethics and conduct to avoid uncomfortable or inappropriate situations during |
| Mexico | Mayores cursos de inducción y trainings sobre la preparación de las conferencias |
| France | It would be most useful to train delegates on resolution drafting, explain how resolutions are structured, what are the main elements, etc., because drafting a resolution or revising an existing one can be a very difficult exercise for a new-comer. |
| Czech Republic | Onboarding training, which can be done remotely - in terms of educational videos, possibly some e-learning and the like, is something that is very important for every newbie and it is something that should be kept and updated. It is not just the PP but valuable for every major ITU meeting (council, world conferences). |
| Dominican Republic | Se sugiere hacer un proceso de inducción con varios meses de antelación a la conferencia con las administraciones por región, se puede hacer con las organizaciones regionales y al menos en dos idiomas, y que sea muy enfocado en 3 aspectos. 1 sobre los procesos y tramites administrativos, cartas credenciales, solicitud de espacios para reuniones, espacio para las intervenciones, manejo de la página web de la conferencia, manipulación de documentos, etc. 2. Contribuciones, como preparar una contribución, partes esenciales, etc y 3. Expectativas y resultados de la conferencia. No todos los funcionarios manejan enteramente los esquemas de la pp, puedan familiarizarse con los mismos |
| Armenia | Offering comprehensive pre-conference training, including specialized sessions for delegates and officers, and facilitating cross-regional exchange programs to enhance collaboration and understanding among participants. |
| Australia | On occasion, ITU provides officer preparation training for new delegates (to cover what they should expect from PP). Ahead of PP-22, ITU Academy’s Introduction to ITU's Plenipotentiary Conference and Negotiation skills for women delegates was a popular course. ITU should consider delivering similar offerings ahead of PP-26, as a condensed training course within ITU’s available budget.For delegates that are unable to devote time to a training course (or for those outside comfortable course time zones), ITU may wish to consider how they can ensure resources for delegates to prepare for PP are available anytime (for example, documents and PowerPoints).In preparing materials, Australia encourages ITU to consider carefully the needs of delegates if they are participating in PP. |
| Egypt | Organizing training sessions or workshops for delegates and conference officers to enhance their understanding of the conference procedures, ITU convention and constitution, and negotiation skills. Providing comprehensive briefing materials in advance of the conference could also help delegates better, prepare for discussions and decision-making processes. |
| Romania | During the years between Plenipotentiary Conferences, there should be workshop trainings, coaching (especially for chairing meetings), info sessions and online learning. The topics can be structured and listed on specific themes, for instance “Elections”, “Resolutions”, “Conference management” and so on. Creating a small team of ITU staff and former chairs of committees or ad-hocs who can train the newly designated chairs of the informal and ad-hoc sdiscussions. The training should touch upon reaching consensus and some history of the topic/resolution, among other things. |
| Türkiye | We support continuation conference preparation/training activities. Presentations or documents regarding functioning, organization and structure of PP available at ITU’s and host country’s website and face-to-face training sessions before PPs and during regional preparatory meetings would be useful. |
| United Kingdom | Delegate training initiatives are appreciated, and particularly valuable when they focus on under-represented groups at the PP, notably women and youth delegates. |
| United States | We commend ITU, with the support of Australia (Ref: CL-22/11), for organizing training through the ITU Academy for women delegates to help build capacities to effectively engage in the conference. Such training, coupled by the Network of Women mentorship, can help better prepare delegates and also ensure a gender responsive conference. ITU also could hold online information sessions for new delegates before the start of any ITU conference to support greater understanding of how conferences are managed. It may also help to ensure training or a briefing for those who are nominated as committee chairs or drafting group chairs to explain rules of procedure and offer best practices for managing meetings efficiently and effectively.  |
| Zimbabwe | In some cases, new delegates struggle with the drafting of contributions, particularly when it comes to resolution modification. One or two virtual training sessions on this aspect might help. A session on the rules of procedure may also help. |
| Belgium | The online training program enabling delegates to acquire the required knowledge should be continued. |
| **1.3 Do you have any suggestions for improving and shortening contributions?** |
| Bahrain | * Encourage submissions with executive summaries, enforce word count limits, and promote visual aids for clarity.
* The contribution document shall be written and drafted in a clear manner including but not limited to objective, History, Pros, Cons, recommendation and fall back plan to ease understanding the contribution and encourages effective engagement.
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| Bulgaria | Shortening contributions is always welcome but we have to bear in mind that most contributions are proposals to amend an existing document and therefore their length depends on the length of the original document. There could be a limitation on the background part of the contributions though. |
| Switzerland | The Swiss administration considers, that the decision about the length and intelligibility of its contribution should be left at the discretion of a Member State. ITU should put trust in the good sense of its membership and the awareness of the members of the downsides of overlong contributions. The Conference Proposal Interface (CPI) is an extremely useful tool in order to improve contributions and facilitate their handling by the secretariat. |
| Philippines | Strict implementation of deadlines to submit contributions. Only revision or addendum to previously submitted contributions will be allowed. Once list of contributions is finalized, limit the duration of intervention. |
| Germany | All proposals for this have failed in the past due to the consensus principle, so there is no point. |
| Algeria | Contributions and their duration depend on the interests of Member States in a particular issue.Preparatory meetings is where initial compromise can be achieved in terms of fit for purpose contributions. |
| Canada | The preambular language in contributions should be shortened by limiting the number of pages to the maximum extent possible |
| Morocco | * En s’inspirant des pratiques au niveau d’autres organisations du système des Nations Unies ou intergouvernementales, le Secrétariat Général de l’UIT pourrait formuler des propositions au Conseil pour simplifier et améliorer la forme des Résolutions et des Décisions et à en réduire la longueur.
* Le Conseil pourrait mettre en place un groupe ad-hoc pour examiner et émettre des recommandations sur les propositions du SG .
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| UAE | * Avoid repetition by including direct links of previous resolutions being referenced,
* Secretariat to encourage member states and stress on the weight of multi-country contributions compared to single country contributions to facilitate regional coordination which will yield less contributions in silo,
* Improve the contributions template by incorporating structured categories of information to be filled in
* Encouraging Membership not to read their contribution documents, but to offer a concise overview instead. This recommendation should be framed as a guideline annexed to all conference and meeting invites, PP included.
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| Mexico | Simplificar el formato para presentar contribuciones y emitir calendarios de recordatorios para las fechas límites |
| France | Apart from resolutions themselves which need to be shortened to the extent possible, contributions should be strictily limited to 2 pages and contributors should be encouraged to refrain from providing lengthy explanations, particularly when it comes to recalling what already exists. The decision submitted to the conference should be immediately apparent at first sight. |
| Czech Republic | As long as there is no strict rule towards shortening, hardly ever. In general it would be good to focus only on the executive part of a proposal (resolution, decision etc), whereas the legal connections can be added by secretariat or can be done afterwards, not to consume the conference time. |
| Saint Kitts and Nevis | Adequate. No issues here |
| Dominican Republic | Entendemos que sería muy productivo si se hace una taller regional, con las organizaciones regionales y las administraciones de como deben prepararse las contribuciones. Los aspectos formales y los criterios para cada una de las secciones que debe contener una contribución. Debería sacarse una guía, que le permita a la administración identificar los elementos centrales que debe contener y que limite el número total de páginas, la cantidad de considerandos, recordados, etc.. |
| Armenia | Implementing structured guidelines and online platforms for collaborative drafting, along with criteria for prioritization and standardized templates, can streamline contribution processes, ensuring relevance, conciseness, and efficiency. Simplifying language and structure of resolutions to enhance clarity and readability. |
| Australia | While training, templates and examples can be used to advance this goal, ITU may wish to impose a two-page limit of introductory and proposal text in contributions (draft resolution text would need to be excluded from this limit). |
| Egypt | * Encouraging delegates to focus on key priorities and avoid repetition.
* Following Council improvement suggestions, contributions should be limited to 4 – 5 pages.
* Clear guidelines and criteria for adding reference resolutions and decisions in the preamble of contribution is needed, to make sure only relevant such docs are used and to lessen controversy and debate.
* ITU Secretariat to review contributions highlighting the suppression of any referenced resolutions and decisions, in footnotes of the contributions, for notifying membership for appropriate action.
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| Romania | Setting up rules on contributions’ maximum length (e.g. no more than 5 pages) and their abstract |
| United Kingdom | Shorter contributions would be very welcome! In particular, the preamble to resolutions can end up adding little value. But we are not sure how this could be enforced. Perhaps it could be encouraged by pointing to examples of good practice. |
| United States | We recognize the rights of Member states to make proposals to conferences, but one possible way to encourage shortening or improving contributions could be to foster more familiarity with templates for Resolutions and greater understanding of how resolutions are implemented. We thank the secretariat for sharing various dashboards and reports to ITU council which demonstrate what activities result from certain tasks assigned by Resolutions. Understanding financial implications of proposals (including interpretation costs for the proposals itself) may also encourage Member States to focus proposals on highest priority activities that can be implemented by ITU and its Membership. ITU could make the Resolution template and style guide (developed in conjunction with Resolution streamlining) more easily available on the ITU website or provide in the conference invitation circular to Member states to help focus the length of the text of contributions to core elements, while minimizing considerings, recognizings and other background elements.  |
| Zimbabwe | A set form with specific sections for contributions, with more restricted space for text . |
| **1.4 Do you have any suggestions for streamlining resolutions?** |
| Bahrain | resolutions of the similar objective and categories shall be either merged, shortening and/or referred to. ITU shall be able to group the similar topics of yeh PP and amend the meeting agenda which will help in streamlining the resolutions.Adopt a standardized summarized version of the resolutions as a template to ensure consistency and facilitate decision-making. |
| Germany | All proposals for this have failed in the past due to the consensus principle, so there is no point. |
| Algeria | * Build on existing approaches to streamlining resolutions.
* the rationalization of resolutions must in no case compromise the interests of countries, particularly developing countries
* RTOs can play a role in this context
 |
| Canada | A PP Resolution should override any other similar resolution from WTSA or WTDC. |
| Morocco | * Introduire un point à l’ordre du jour de la PP traitant la rationalisation des résolutions et décisions.
* Mettre en place un groupe de travail ad-hoc du Conseil chargé du sujet sur la base des propositions formulées par le Secrétariat et les Directeurs du Bureaux de l’UIT.
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| UAE | * To streamline discussions during meetings and avoid the need for last-minute revisions or additions, the secretariat may urge countries to submit their contributions in advance to allow all delegates sufficient time to review and consider them.
* Meetings to add a fixed agenda item of “streamlining resolutions” within their agendas to encourage people to submit contributions on streamlining resolutions
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| Brazil | The ITU Secretariat could encourage MS to streamline in-force resolutions through specific workshops. These workshops may respect the national and regional preparations and could bring experts to demonstrate techniques for streamlining language and reducing complexities and overlaps. Counting on voluntary participation, ITU could launch a streamlining project to be led by 2 (two) Member States as facilitators. This mechanism could raise engagement and have concrete outcomes to be appreciated by the PP-26. |
| Mexico | Agrupar las Resoluciones por temas |
| France | Correspondence groups of interregional meetings could be etablished to facilitate streamlining of resolutions. |
| Czech Republic | Sectors and GS could regularly check together the current set of texts so it can be found where those overlap. It can then be highlighted/suggested even to the states / RTOs, where there is space for streamlining. |
| Domincan Republic | Definir criterios conjuntos para un mismo aspecto o tema e identificar los posibles escenarios de políticas públicas, regulación o acciones que permita reagruparlas por estos criterios. |
| Armenia | * Establishing a clear process for drafting and revising resolutions, including designated focal points for coordination.
* Utilizing technology for real-time collaboration and editing of resolution texts during the conference.
 |
| Australia | As above, training, guidance, templates and examples can be used to advance this goal. Wherever possible, ITU should continue to encourage delegates to:* where possible, if adding to resolutions, consider where resolutions can be streamlined (i.e. trade off/concession)
* ensure all preamble text links directly to a piece of operative text in the same resolution
* consider that proposals for deleting preamble text by default are supported, except in the case a Member State can provide a good reason to retain it (beyond historical reporting/legacy).

ITU should continue to strongly encourage, and provide examples and guidance to regional groups, a strong emphasis to streamline resolutions for efficient ITU operations, with the above dot-points as guidance. |
| Egypt | Establishing a dedicated working group tasked with reviewing and analysing the already existing Resolutions to make and consolidating draft resolutions to avoid duplication and ensure coherence. Providing clear templates and guidelines for drafting resolutions could also facilitate the process and improve the quality of outcomes. |
| Romania | The mapping exercise with resolutions of the Sectors with PP Resolutions is very useful, avoiding overlapping. |
| Russian Federation | Следует продолжить работу над упорядочением резолюций ПК, охватывающих вопросы, общие для всех секторов, таким образом, чтобы не повторять их в секторальных резолюциях. |
| United Kingdom | Streamlining existing resolutions can be a time-consuming exercise and we should have a clear understanding of the actual benefit and real-life impact of this exercise when investing in it. |
| United States | Any further efforts towards streamlining resolutions depend upon a shared commitment among ITU Members, yet recent contributions (e.g., TSAG-C60) suggest a lack of enthusiasm among some regions for streamlining principles. Therefore, we suggest that inter-regional meetings/coordination place a premium on deepening a common understanding among ITU Members on the importance and benefits of streamlining. |
| Zimbabwe | Combine related subject matters. |
| **1.5 Do you think it would be helpful to assess financial impact of proposals before final approval by the conference? If so, what could be the mechanism?** |
| Malaysia | Yes, the proposals could be sent to Finance Committee for assessment and input before they are tabled at the conference. |
| Bahrain (Kingdom of) | Yes, introduce a preliminary financial impact review process by CWG-FHR committee. the process shall be embedded in all contribution by MSs and the secretariate. |
| Bulgaria (Republic of) | The financial impact of the proposals should be assessed even if it is on a very basic level – with or without an impact. The proposed document should be reviewed by the concerned ITU sector or the Secretariat right after its initial proposal and before the conference. The concerned sector could indicate the expected scope of the proposal in its original scope – mild, medium or high impact on human or financial resources. This assessment should be included by ITU on the first page of the document so that it is already visible once the discussions on that document start. A final assessment and estimation of the financial impact of all decisions taken by a given conference should be presented in a report at the first CWG FHR meeting after the given conference and subsequently at the first ITU Council session after that conference. |
| Switzerland (Confederation of) | The task to “report to the Plenary Meeting (…) on the estimated costs entailed by the execution of the decisions of the Conference (No. 71 and 73 of the General Rules)” has always been part of the terms of reference of the Budget Control Committee (Committee 3) of PPs. Apparently, up to now nobody saw fit to insist that this task should be carried out by the committee. Furthermore, despite use of “shall” in the provision, only informative value seems to be given to Article 34 of the Convention of the ITU (Financial Responsibilities of Conferences). |
| New Zealand | Member states should provide estimates on hours required for the resources required. For example the amount of time for ITU staff or the scale of software changes should be noted, with the ITU providing base line costs of these resources, so a financial impact can be assessed by the meeting. |
| Philippines (Republic of the) | No. |
| Germany (Federal Republic of) | A very good idea. However, only where a financial impact can be understood and calculated. Everything that is decided somehow has a financial impact around three corners, in many cases this cannot be quantified. |
| Algeria (People's Democratic Republic of) | - Do you think it would be useful to assess the financial impact of the proposals before their final approval by the conference? If so, what -No.- The proposals and their content fall under the sovereign right of the Member States. The secretariat must be responsive to any decision taken by the PP and find ways to mobilize financial resources.- an estimate of the financial resources to be mobilized could be provided for information without impacting the PP decisions |
| Canada | Not only helpful but obligatory: See CV 34 488 and 489 |
| Morocco (Kingdom of) | Affirmativement, il pourrait y avoir une évaluation des incidences financières des propositions avant leur approbation finale par la conférence. Concernant le mécanisme, la commission administrative de la PP serait appelée, avec le concours du Secrétariat Général de l’UIT à préparer et présenter un état des incidences financières pour chaque résolution ou décision invitant à entreprendre des activités nouvelles ou à renforcer des activités existantes, ainsi que pour les résolutions ou décisions concernant l'organisation de réunions qui ne figuraient pas au calendrier des réunions ou n'étaient pas requises aux termes des mandats existants. Les états présentés indiquent le coût direct total des travaux considérés. Ces estimations n'impliquent pas nécessairement une augmentation des ressources existantes. Les estimations concernant les réunions doivent être fondées sur le coût direct des services calculé sur la base de coûts standard applicables à l’UIT. |
| United Arab Emirates | * It could be helpful but would most likely slow down the decision-making process during meetings, which will hinder the smooth running of the conference. Particularly considering that a large number of PP proposals include some degree of financial implications.
* We propose adopting the approach followed on Council’s documents, where the “Financial implications” are clearly identified on the cover page of contributions
 |
| Mexico | Sí, con un estudio de viabilidad y financiero sobre el impacto de su implementación |
| France | Yes it is absolutely necessary. Isn't it already the task of the Budget Committee of the conference to do that? Maybe this information should be shared to the delegations as soon as it is available and before the proposal is submitted to final approval. |
| Czech Republic | On first sight it looks like a good idea. The crucial part remains with the mechanism as mentioned, which seems to be quite complex task, which we are unsure of. However, it may consist of assessing both direct and indirect implications, eg. HR costs, rentals etc. |
| Saint Kitts and Nevis (Federation of) | It is always wise to be able to assess the financial impact of proposals, however, we do not have a suggestion since we are not quite familiar with the process. |
| Dominican Republic | Depende del tipo de propuesta y su alcane, puede ser un buen ejercicio pero esto puede generar mayor complejidad y va a requerir de un ejercicio que no necesariamente las administraciones tengan todas las herramientas para evaluar el impacto financiero de la aplicación de dicha resolución. |
| Armenia | Mechanisms for assessing financial impact could include establishing a dedicated working group tasked with conducting cost-benefit analyses of proposals. Additionally, incorporating financial considerations into the criteria for evaluating proposals could help prioritize initiatives with the greatest potential for cost-effective outcomes. |
| Australia | In line with Article 488 of the ITU Convention, this mechanism would be very helpful. Australia requests whether it is feasible that the assessment is conducted out by ITU Secretariat at the same time as translations of the Member States’ contributions, ahead of PP. Additionally, submission templates for contributions could include a mandatory section for members to indicate whether the proposal will have financial impacts on ITU, and verified by the Secretariat (as a best guess to indicate that the proposal may have financial impact) so members must consider this aspect when developing contributions.ITU Secretariat could potentially offer guidance material to Member States on potential financial implications for proposed modifications to Resolutions and new draft Resolutions.  |
| Egypt | Indeed, most contributions presented in the conference do not assess their financial implications prior to submission and discussion, which prompts member states to usually add phrases in the contribution that limit action within available budget or requires a provision of no financial implications. Consequently, this sometimes renders the contribution unimplementable, hence ineffective resolution.* This could be resolved by assigning financial impact assessment to the budget control committee during the conference, for their feedback before final approval by member states. In case the assessment wouldn’t be ready before the conclusion of the PP, a notification should be circulated among member states later via email with the result of the assessment for their approval within a week on a dedicated portal; as such enhancing the use of digital technologies to improve PP experience for delegates.
* Another suggestion is that the assessment may be assigned to the CWG-FHR, for study and feedback to council, for consideration, based on a cost-benefit analyses.
 |
| Romania | It is actually crucial to assess the financial impact of proposals. The mechanism that could be used should be two-fold: first step would be to have One small section in each proposal with preliminary financial impact of the proposal, second step would be to take the proposal to the committee of the Conference that deals with finances, after it is approved by the content-related committee, and before it goes to plenary for final approval. |
| Russian Federation | Финансовые последствия целесообразно и важно оценивать на этапе принятия резолюций. Это задача Финансового департамента с привлечением секторов. |
| Türkiye | Assessing the financial impact of proposals before final approval by the Conference would not always be possible. The General Secretariat could, where possible, encourage proponents to include a "financial implications" assessment in their proposals if a preliminary assessment and estimation is possible. |
| United Kingdom | It would be helpful for the budget committee to have more concrete and granular information about the financial impact of proposals, and for that information to be considered by delegates as part of the discussions of proposals. |
| United States | Not only is it helpful to assess the financial impact of proposals before final approval by the conference, but it is constitutionally required, pursuant to Art. 34 of the ITU Convention. To this end, the United States emphasizes para. 26 of Annex 2 to Decision 5 (Rev. Bucharest, 2022), which “appeals to Member States, to the extent possible, with the support of the secretariat, to include in their proposals to ITU conferences an annex with relevant information in order to allow the Secretary-General/Directors of the Bureaux to identify the probable financial implications of such proposals in order to comply with Article 34 of the ITU Convention, on financial responsibilities of conferences.”  Regarding the mechanism, we suggest that the Secretariat provide the referenced support by including this annex as part of the required template for PP contributions. The Secretariat could also provide accompanying basic instructions to assist Members in completing the calculations in the annex/template (e.g., by providing information on the financial implications of each new line of text, of initiating a new category of activity, etc.). In tandem with these mechanisms, financial implications of proposals could also be examined during the lead up to conferences during national, regional, and interregional preparations, where efforts could be made to ascertain realistic costs in advance of tendering formal proposals. |
| Zimbabwe | No. This might result in a dearth of contributions. It is best to allow people to brainstorm and come up with proposals without such a restriction. Perhaps we need to look more at carrying over approved proposals that are not capable of being funded during the current cycle to the next cycle, where appropriate. |
| **2.1 What kind of incentives could be implemented to further improve women’s engagement and participation in the conference, including in leadership positions (chair, vice-chair)?** |
| Bahrain (Kingdom of) | ITU might introduces fellowship and sponsorship of women to participate. moreover, dedicated sessions shall be introduced chaired vice-chaired by women. |
| Bulgaria (Republic of) | More than one official letter containing that kind of encouragement should be sent to administrations, by all possible channels, in order to emphasize even more on the importance of women’s engagement. A letter dedicated to the participation of women after the given event could be sent as well – as an acknowledgement to those who included more women in their delegations and/or proposed them for chairs and vice-chairs and reminder for those that didn’t. |
| Switzerland (Confederation of) | The Swiss administration highly welcomes the prominent increase of the participation of women in ITU conferences and assemblies as well as the marked intensification of their engagement. The best approach in order to qualify for leadership is to acquire experience within and/or outside ITU (this reckoning is applicable to men as well). Gaining experience is a process that generally requires time. Central for a successful building-up process is long-term planning by the membership (Member States, Sector Members) of the steady engagement of its candidates in leadership positions in ITU meetings before aiming at positions of chair or vice-chair of conferences and assemblies. |
| Philippines (Republic of the) | Creation of an adhoc or a team dedicated to increase women engagement and participation such as Gender and Development Team or Group. |
| Germany (Federal Republic of) | ITU and most member countries have already done a lot in this respect. |
| Algeria (People's Democratic Republic of) | Establish quotas for leadership positions.Establish a minimum percentage of women occupying these positions.Establish recognition and rewards programs for women who hold leadership positions and who have made significant contributions to their organizations.Raise awareness among members and stakeholders of the importance of gender balance and the added value it brings to governance and decision-making. |
| Canada | Member States should include women in their delegations and there should be Gender parity in the composition of the Statutory Committee |
| Morocco (Kingdom of) | * Tenant compte du retour des expériences des initiatives NOW4WRC19 (réseau des femmes CMR), WISE (réseau des femmes de la normalisation) et NOW4WDTC (réseau des femmes du secteur de développement), le Secrétariat Général de l’UIT pourrait proposer au Conseil la mise en place d'un mécanisme de coordination de ces trois réseaux et d’un programme de mentorat pour encourager la participation des femmes.
* Fournir un appui au processus préparatoire régional afin d’inciter les groupes régionaux à nommer un point focal genre au niveau régional et des présidentes aux postes des sous-groupes et des coordinatrices pour des points de l’ordre du jour de la PP.
* Fourniture d'une aide financière de l’UIT pour la participation des femmes et jeunes filles aux réunions préparatoires régionales et interrégionales.
 |
| United Arab Emirates | * Capacity-building programs designed to enhance the leadership skills, knowledge, and confidence of women delegates on topics such as negotiation skills, public speaking, leadership development, and understanding UN processes and procedures,
* Empower the female delegates to peruse leadership roles in the ITU through activities by the Network of Women.
 |
| Argentine Republic | It is suggested to send (access link) and remind all registered participants in advance, the code of ethics and conduct to avoid uncomfortable or inappropriate situations during the ITU Plenipotentiary Conference and further improve the commitment and participation of women and young delegates in the conference, including in leadership positions. |
| Mexico | Trainings para mujeres jóvenes delegadas, mayor visibilidad del Grupo de Mentoría y mayor número de becas completas para las reuniones a los demás Estados miembro. |
| France | More visibility should be given in advance on the agenda and time management plan of the conference. Also, female role models who previously participated in the conference, particularly those who had leadership positions, should actively engaged during the months preceding the conference with women delegates. |
| Czech Republic | It is not easy to tell - but for mothers with small(ish) children, services like baby-sitting may ease up their potential presence at a conference. |
| Saint Kitts and Nevis (Federation of) | Mentorship programs that can provide guidance, support and opportunities for networking; financial support such as travel grants, data collection and research on women's participation to identify gaps and inform evidence-based strategies to further engage women; |
| Dominican Republic | Se pudiera explorar como un piloto para la próxima Conferencia hacer una especie de Cuota de Genero y poner un mínimo, por ejemplo el 25 o 30% de las posiciones deben tener una mujer o la otra fórmula, que puede ser mas pesada 60/40. No más de 60 de ningún sexo, ni menos de 40. Pero esto hay que trabajarlo con las organizaciones regionales. |
| Armenia | Implementing mentorship programs and leadership training specifically tailored for women, offering incentives such as scholarships, awards, or recognition for outstanding contributions. |
| Australia | Australia suggests Member States make a pledge to target 50% women’s participation at PP. While this may be aspirational, it denotes a strong need to achieve gender parity. Ideally, terms of reference for a PP Network of Women should focus on leadership positions, with a call for ITU Member States to support women’s participation and encourage delegations to be led by women. ITU should continue the practice of having ITU Secretariat actively reaching out to delegations to nominate women for leadership positions.Any PP events for women delegates should be:• flagged at early stage, so that Member States build delegations to ensure they have coverage at this event• take place at an early stage in the conference• not clash with other events (for example, ad-hoc drafting groups)• not be a breakfast (a dinner may be appropriate)• done thoughtfullyITU should consider setting quotas for women in PP chairing positions. Quotas have been taken up successfully elsewhere in ITU, for example there are already quotas for regional representation in Council Working Groups Vice Chair positions.One year in advance of PP-26, Australia suggests ITU brainstorms what processes can be changed to help encourage Member States to include women in their delegations. It may be that different regions require different approaches – engagement to encourage women’s participation should be tailored to each region.ITU must take steps to promote a safe environment for all people. For example, ITU should distribute a note to all PP delegates ahead of the conference to set expectations that all delegates behave respectfully and help to promote an inclusive environment. It is also important that ITU ensures that delegates taking on leadership positions (Chair / Vice Chair roles) are alert to the types of behaviour that undermine inclusion (such as gender-based commentary in interventions). Chairs and Vice Chairs need to understand examples and be prepared to call-out delegates when they make inappropriate interventions or behave inappropriately.ITU should also ensure that the host country ensures that delegates who identify as LGBTIQ+ are also afforded equal protections and treatment during PP. |
| Egypt | Providing targeted incentives such as specific fellowships for women participants, mentorship programs in preparation for the conference, and networking opportunities designed to encourage and support women's participation. Additionally, creating dedicated leadership development programs for nominated women who will be granted fellowships or those whose participation is confirmed. Also, acknowledgment of the delegation with biggest percentage of women participation during the conference could serve as effective incentives. |
| Romania | To ensure gender equality and diversity, it could be useful to set up some targets in the selection of candidates for elections at all levels, to increase the number of women nominees.Training, coaching and mentoring programs for women are also beneficial means and women that have facilitated from trainings should be taken into consideration as candidates for positions in the management team of the Conference (committee chairs and vices chairs or ad hoc group chairs). Just as importantly, their experience both from the training and in practice from the latest PP or other meetings should be passed on to future women delegates. During the period between Plenipotentiary Conferences, the Secretariat should organize training programs, to give the beneficiaries of previous trainings an opportunity to share their experience and expertise with other women delegates, to be an inspiration for them.ITU, through NoW, could recommend and/ or organize events with speakers from among successful women leaders, who would share success stories or personal experiences in terms of achieving goals, balancing work and private life, how to deal with a non-friendly environment, how to combat stereotypes, how to develop their leadership abilities. This could give women and young women more self-awareness, motivation and courage.As well, men should be encouraged to be more involved in promoting equality and participation of women in leadership, as achieving a sustainable increase in the number of women in leadership positions cannot be done without collective actions. They can play an important role in supporting gender inclusivity, including female colleagues in high-visibility projects, giving them a voice, recommending qualified women for top positions.Engaging men in NoW events and initiatives, inviting them to sit around the same table and making them understand the challenges women encounter would contribute to changing behaviors and gaining support in dismantling gender stereotypes. They can be advocate for their female colleagues, facilitate their career progression and, ultimately, part of the solution in achieving equal representation.On a more practical note, NoW can also be the pool of expertise for women in leadership roles. Activities to train and support women across the Union can be done via NoW and maybe a way to have an active engagement from the Network/s would be to be given a certain target – for example NoW, via its board, could send proposals for chairs for different committees or in different structures of the Conference.One aspect that is also very important is to create awareness among members of the ITU to bring in their delegations and to promote more women, in order to reach a more balanced representation on all levels, as all the leaders have to be promoted and supported by their own member state. |
| Russian Federation | Проводить соответствующую работу с Государствами-членами и РОЭ. Способствовать обучению специалистов-женщин из развивавшихся стран. |
| United Kingdom | Training is helpful (see above). Specific targets should be set and their enforcement considered. The ITU should follow modern, cross-UN best practice in matters such as insisting on gender-neutral terminology like “Chair”. |
| Zimbabwe | Perhaps a fellowship quota for women and perhaps a prize range for Member states that have a high number of women coordinating topics and in leadership positions. This might have to be pro rata to the size of the country’s delegation to the conference or participants to specific meetings,as larger delegations might have undue advantage over smaller delegations |
| **2.2 How could the regions and the ITU Networks of Women encourage and involve more women in PP?** |
| Malaysia | Giving out fellowships |
| Bahrain (Kingdom of) | pre-planning of ITU networks of women and expand it to a side main event in PP to showcasing women's achievements. |
| Bulgaria (Republic of) | By organizing more trainings and workshops for women at an earlier stage of the preparation of the event, thus enabling them to engage from the beginning and improving their chances to be nominated for chairs, vice-chairs and/or included in the national delegations. Also when organizing NoW events they should be focused on the normal women delegates and their stories or involvement in the field, and the challenges they might face. Using NoW as a PR opportunity for high-level representatives serves those representatives but doesn’t contribute to encouraging women’s participation and involvement, neither contributes to the inclusion of more women in the national delegations because those decisions are rarely taken by the women in the room and most of all these women are already participating in whatever event it is. In addition, it should be kept in mind that inviting men as speakers or tutors at the NoW events is not contributing to the gender equality and should be avoided to the extent possible. Scheduling NoW in time slots before the start of the working day, at lunch time (unless the event itself is a lunch) or any other time slot outside the usual working hours is not contributing to establishing gender equality. Because it officialises the notion that women are supposed to work when others (men) rest and relax. That should also be avoided. |
| Switzerland (Confederation of) | The core mandate of ITU is strongly associated with technical questions, i.e. ICTs (Information and Communications Technologies). Statistics corroborate that women are under-represented in the fields of science, technology, engineering and mathematics (STEM). It will be challenging for ITU alone to find measures that will quickly and drastically reduce the gender gap in particular in Conferences and Assemblies. Nonetheless closing the gender gap shall be a top priority of all administrations and organisations. |
| New Zealand | Regional groups need to cultivate their own regions’ participation by women. The ITU network of women should be encouraged to meet on the sidelines of the regional preparatory meetings for PP. |
| Philippines (Republic of the) | Include in the Agenda of the Council Session the goal to increase women engagement and participation not just in the PP but to all engagements with the ITU |
| Algeria (People's Democratic Republic of) | Establish specific mentoring programs aimed at supporting and developing the skills of women interested in leadership positions.These programs could offer support, training and networking opportunities |
| Canada | See above |
| Morocco (Kingdom of) | * Tenant compte de l’expérience de la CMR-19 concernant l'initiative NOW4WRC19, le Secrétariat Général de l’UIT pourrait proposer au Conseil la mise en place d’un programme de mentorat pour encourager la participation des femmes.
* Organisation d’évènements dédiés à la femme en marge de la PP, tels que réunion des femmes décideuses, des femmes ministres.
* Les manifestations virtuelles et la participation à distance peuvent offrir la souplesse nécessaire au renforcement de la participation des femmes aux manifestations de l'UI.
 |
| United Arab Emirates | By hosting successful female delegates renowned for their active contributions, to share their experiences and encourage females to increase their participation. |
| Mexico | Mayor accesibilidad a los programas de mentoría, mayor número de becas completas para mujeres jóvenes delegadas |
| France | Such role models described above should be selected by the regions. The ITU Networks of Women could be a good vehicle to conduct such engagement with women delegates. |
| Czech Republic | Probably it is not just an ITU PP matter, it can bring more attention to the activities by broadening or interconnecting the actions across the UN family bodies. |
| Saint Kitts and Nevis (Federation of) | Partnership with women's organizations. |
| Dominican Republic | Se pudiera pensar en lanzar un sello de Igualdad que reconozca a las administraciones y/o regiones que tengan al menos un 30 o 40% de sus delegaciones mujeres. |
| Armenia | Regions and ITU Networks of Women can organize workshops, networking events, and outreach campaigns to encourage women's participation, provide support, and showcase success stories. |
| Australia | See above |
| Egypt | By organizing awareness workshops, and lobbying decision makers for increased effective participation of women, as well as information seminars for women about the importance of the conference, its proceedings, methodology, and to brief them about the hot topics of the PP. Besides, organizing side-events for women only where they can present their administration policies and directions about a certain topic under discussion in the PP, besides their insights could also help attract and involve more women in the conference. |
| Romania | See above |
| Russian Federation | Проводить работу с Государствами-Членами и РОЭ. Способствовать обучению молодых специалистов из развивавшихся стран, в том числе, обеспечение стажировки. |
| Türkiye | - We recognize that with increased participation of women and young delegates, more inclusive and equitable conference and more effective decision-making could be achieved. Network of Women (NoW) is a successful initiative in this respect. We believe that promotion of the NoW initiative should be increased, not only during the conference but before, so that women delegates could engage with the initiative during the preparations. |
| United Kingdom | One idea to consider may be ‘league tables’ where the proportions of women in a delegation are compared between regions and national delegations. (We could invite delegations and regions to participate in this table, rather than making it mandatory.) |
| United States | The Networks of Women have been a helpful forum for mentorship and support for women’s engagement in the ITU. We believe that cross regional exchanges among the NOW’s may help further foster collaboration and ideas for increasing women’s engagement and offer more opportunities to expose others to the ITU. It may help if the NOW also offers more opportunities for less structured, more informal networking among women on the margins of regional meetings (e.g. less panels and more networking events). RTO’s also have a role in highlighting opportunities available through NOW and broadening its reach to new women in the ICT sector.  |
| Zimbabwe | The activities of the Network of Women need to be de-linked from conferences but should be an everyday exercise or programme so that the women are involved right from the outset otherwise delegations will simply throw in numbers of women irrespective of their involvement in the preparatory processes or in the work of ITU. Encourage Administrations to ensure women get involved at shop floor level early enough at organisation level in international assignments. |
| **2.3 What kind of opportunities could be provided by ITU and/or Member States provide to engage young delegates more actively in PP?** |
| Bahrain (Kingdom of) | Creation of a young delegate program supported by fellowship program, internships, and opportunities for active participation. ITU SG youth advisory group is expected to draft a youth program during main ITU event specially PP. |
| Bulgaria (Republic of) | Since the delegations for PPs are travelling and participating on public financing, examples of added value of having (more) young delegates could encourage their inclusion in the delegations as well as some events/occasions that could provide opportunities for creation of such added value. |
| Switzerland (Confederation of) | ITU’s core mandate covers questions relating to spectrum and orbital positions management, technical standardization in the field of electronic communications and assistance in order to connect the unconnected. It would be beneficial if young delegates have an interest in these domains. |
| New Zealand | Reporting on age makeup of the PP should be a first step. You cannot manage what you don’t measure. |
| Philippines (Republic of the) | Increase awareness about Generation Connect and its initiatives to encourage young delegates to actively participate in the PP |
| Germany (Federal Republic of) | Inform all PP participants before the PP that the young delegates selected by the ITU (as in Kigali 2022) will take part in the PP.Encourage member states to include young colleagues in the delegation and assign them a responsible task during the PP.All members states should encourage the youngsters of the delegation to ask for the floor. |
| Algeria (People's Democratic Republic of) | Establish a mentoring program where younger delegates are paired with more experienced delegates to guide them through the conference attendance process.Organize special sessions or forums dedicated to young delegates within the conference, where they can discuss issues important to them, share their ideas and perspectives, and make recommendations to present during the main sessions.Identify bourse to support the participation of youth delegates at the conference.Further develop interactive online platforms that allow youth delegates to follow and participate in the conference remotely. This would expand access to participation for young people who cannot attend in person due to financial or logistical constraints.Organize pre-conference training programs and workshops for youth delegates, covering specific topics and issues addressed at the conference. |
| Canada | Young people should be part of official delegations and at the same time parallel Youth events should be organized. Youth should be fully allowed to express their views with no censorship by Member States |
| Morocco (Kingdom of) | Les Etats Membres pourraient : * Impliquer d’avantage les jeunes aux travaux des groupes régionaux, sous le coaching de leurs représentants les plus expérimentés.
* Intégrer des jeunes (%) dans la liste des délégations qui participeront à la PP.
* Assurer la continuer en impliquant les mêmes jeunes aux travaux préparatoires de la PP suivante.
 |
| United Arab Emirates | * It is as important to empower young individuals to pursue leadership roles within ITU meetings and conferences. This would require member states to embrace and demonstrate support for the next generation's increasing involvement in taking on leadership positions within the ITU. This could only be done by incorporating the culture of empowerment within the ITU.
* The newly established Youth advisory board to be empowered to proactively engage with official ITU Members in their respective regions, urging for increased participation of youth delegates.
 |
| Mexico | Mayor accesibilidad a la participación de jóvenes delegados otorgando becas completas para su participación en reuniones |
| France | To the extent possible, young delegates should be given an active role during the PP, including as topic coordinator. |
| Czech Republic | As mainly direct financial implications are often the biggest obstacle, it would be helpful considering and supporting some kinds of internship or sponsoring or other activities of the kind. Although it probably lies more with the state administrations, it can help having such activity ITU-marked, for example - to show the cooperation and mutual interest in such an activity. |
| Saint Kitts and Nevis (Federation of) | Youth led initiatives; training and capacity building |
| Dominican Republic | Promover una beca por país/administración para jóvenes y preparar eventos especiales con los jóvenes dentro de la PP. Que ellos sean parte también del mecanismo de inducción que sugerimos en el punto 1.2. Y promover la creación de consejos juveniles o de jóvenes en los 3 sectores. |
| Armenia | ITU and Member States can offer internships, fellowships, or youth delegate programs to involve young delegates in the PP, to provide opportunities for skills development, exposure to decision-making processes, and mentorship from experienced delegates. |
| Australia | Ensure the activities of Generation Connect are applied holistically across ITU, including at PP. If possible, provide Generation Connect/youth initiatives or outcomes (declarations, priorities, presentations, etc.) into regional preparatory meetings for PP so members have an opportunity to consider youth perspectives and feedback in their development of proposals prior to PP. Embed structures inside PP to meaningfully integrate youth perspectives (for example, ITU could stand up a youth committee of the same status as WGPL, COM 5, COM 6, etc.). These structures should not be side-events or events that do not have meaningful, embedded outcomes/impact. There could also be benefit in standing-up a Network of Youth, similar to the Network of Women initiative.Ideally, youth should be consulted on any resolution that relates to younger generations. ITU should insist that resolutions that relate to younger generations provide evidence that advice has been sought from youth in proposing modifications.ITU should consider setting quotas for youth in PP chairing positions where appropriate.ITU should consider establishing consistent information, approaches, and activities for Generation Connect across the different regions to improve overall youth engagement, including at PP. For example, information on the activities of the Generation Connect – Asia and the Pacific Youth Envoys (GC-ASP) has been sparse, with no updates to the dedicated webpage or the composition of the group since 2021. |
| Egypt | The ITU can provide training programs, internships, and youth forums to young delegates to actively engage in PP. Moreover, creating some sort of a task force that would be formed of young delegates under 25 years to be assigned specific tasks during the conference could engage that segment more actively. As for Member States, they can facilitate mentorship by experienced delegates for young participants, as well as allocating specific speaking slots for youth-led initiatives, thus enhancing their involvement and contribution to the conference. |
| Romania | Future conferences should provide young people with opportunities to gain more experience, to speak up with decision makers about their views, to involve them in the working groups and informal consultations and encourage their initiatives. It is also important to continue to organize youth dedicated side events with debates aimed at exploring actionable steps towards the empowerment of the next generation of ITU delegates.The Member States play an important role in supporting the young generation by including them in their delegation for all ITU events, even study groups meetings. As a result, they can become familiar with working procedures and ITU priorities, and they will be able to use the information and experience more effectively during the PP.They have the chance to get connected to more experienced delegates involved in the work of the study groups, thus improving their knowledge in the field. They can hear experiences and countries’ programs and initiatives which can be a powerful motivating factor for them and a real benefit for all of us. Furthermore, they are a valuable resource, as they are often able to identify solutions which have the potential of making a positive change and have an enduring impact that works in the long run. |
| Russian Federation | See above |
| United Kingdom | Sponsorship seems valuable in enabling younger delegates who are not part of member states’ or sector members’ delegations. |
| United States | Within their respective delegations, Member States should provide more opportunities for capable young delegates to serve as spokespersons in the negotiations on various PP Resolutions. Entrusting and empowering young delegates in key negotiating roles allows them to gain visibility and build their reputation within the ITU community, grow their networks, and hone the skills and experience necessary for future leadership roles.  |
| Zimbabwe | In the past, they have been involved in issues of what should be done to include them. It may be good to start having youth sessions dealing with the real problems that require solving at PP and let them contribute not from the perspective of youth empowerment but as equal young adults who can assist with solutions. The other youth sessions can also continue where appropriate, but young people tend to rise to the occasion when given real responsibilities as if they were full adults |
| **2.4 How can we ensure that knowledge and experience are effectively passed on to the next generation of ITU delegates, with a better gender balance?** |
| Bahrain (Kingdom of) | Implement structured knowledge transfer initiatives, including workshops, mentoring programs, and online resources, focusing on gender balance.ITU shall have a digital knowledge transfer pool either share point baes, dedicated platform or addition portal existing ITU portal where all documents can be uploaded and categorized to ease the search. |
| Bulgaria (Republic of) | By gathering all the useful practical information in a user-friendly manner easily available on the ITU site. Such an information could include procedures, timescales, rights and obligations of the delegates, truthful information on the duration of the working days (and weekend days), truthful representation on the roles of the RTOs, possibilities, procedures, rights and obligations for chairs of ad hoc groups, drafting groups, informal groups, etc., mandate of the said ad hoc groups, drafting groups, informal groups |
| Switzerland (Confederation of) | See 1.2. |
| New Zealand | Delegations and regional groups have a responsibility for this themselves. The ITU can intern the next generation of delegates however Administrations have to enable the next generation to attend the PP and associated preparatory meetings. |
| Philippines (Republic of the) | Conduct learning sessions and create tangible materials such as playbook to document learnings and circulate copies to all members |
| Germany (Federal Republic of) | The member states' own responsibility should be great enough in their own interest to be able to ensure this independently. |
| Canada | Promote Succession Planning Strategies |
| Morocco (Kingdom of) | Les Etats Membres pourraient : * Impliquer d’avantage les jeunes aux travaux des groupes régionaux, sous le coaching de leurs représentants les plus expérimentés.
* Nommer des jeunes dans la liste des membres de la délégation qui participe à la PP.
* Un accompagnement des jeunes durant les travaux de la PP par les membres les plus expérimentés.
* Assurer la continuer en impliquant ces jeunes aux travaux préparatoires de la PP suivante.
* En autre, le Secrétariat de l'UIT peut fournir de formations dédiées aux jeunes et nouveaux participants en marge des réunions régionaux et interrégionaux, en présentiel ou en ligne.
 |
| United Arab Emirates | * Implementing mentorship programs that pair new ITU delegates with experienced ones.
* Intergenerational dialogue for youth from the older, more experienced, delegates that could provide valuable insights based on their experience of being in the ITU.
 |
| Mexico | Cursos de inducción para cada sector de la UIT, participación de más delegados jóvenes aprendices con posibilidad de becas completar para asistir. |
| France | Same as 2.1 and 2.2 |
| Czech Republic | Let's consider organizing an "ITU Academy", or "ITU University" using the experience and knowledge of ITU Academia members. Regular, full-fledge lectures can show that it is taken really seriously and that the result really matters. |
| Saint Kitts and Nevis (Federation of) | Encourage multigenerational and gender balance dialogue; Succession planning; mentorship programs |
| Dominican Republic | Reforzando los programas de mentoría en cada región, como lo está implementando la CITEL con el Comité Consultivo Permanente 1. Esto es solo un ejemplo. Y seguir promoviendo en las administraciones el balance generacional, funcionarios con experiencia y nuevos talentos, pero siempre reconociendo la necesidad de mantener esto balances y compromisos con en enfoque de género y juventud como mínimo. |
| Armenia | Establishing knowledge-sharing platforms, mentorship schemes, and structured handover processes within delegations to ensure that knowledge and experience are effectively transmitted to the next generation, with a focus on fostering gender balance through targeted support and encouragement. |
| Egypt | By focusing on, reviving and enhancing mentorship programs and other knowledge-sharing platforms, to ensure the effective transmission of expertise and experience to the next generation of ITU delegates. Collaboration between ITU and Member States in mentorship sessions, where mentors are nominated by administrations for knowledge and experience transfer to the next generation of delegates registered by each administration in these sessions. Additionally, documenting best practices and lessons learned through case studies and reports could further facilitate knowledge transfer. |
| Romania | See above |
| Russian Federation | Проводить работу с Государствами-Членами и РОЭ. Способствовать выдвижению молодежи обоего пола на руководящие должности, доверять проведение собраний различного уровня. |
| United Kingdom | By encouraging participation. |
| United States | CITEL has recently established a mentoring program to help prepare newcomers for active participation in ITU conferences and assemblies, with an emphasis on female participation. The United States believes that this program could serve as a model for similar mentoring initiatives in other regions.  |
| Zimbabwe | By ensuring that as much as possible, administrations adopt a mentoring system where each of the senior delegates has one or two persons that they consistently work with and mentor in ITU activities right up to each PP |
| **3.1 Do you have any suggestions for making the conference more sustainable?** |
| Malaysia | Continue to offer the option of remote participation. This will ensure broader involvement while reducing the costs associated with physically sending participants to take part in the conference. |
| Bahrain (Kingdom of) | * Development of mobile App
* Digital Passes, Maps and event adds-on
* Fully digital documentation to reduce paper usage, and environmentally sustainable venues.
 |
| Bulgaria (Republic of) | Choosing a venue that has eco-friendly policies and practices, venues that use renewable energy, have efficient lighting and heating systems, offer recycling and composting bins, and provide water refill stations. |
| Switzerland (Confederation of) | An intergovernmental conference with up to 3000 delegates/participants will have an environmental impact (CO2 emissions, electricity consumption, waste, etc.). The UN system has to lead by example with respect to sustainability. The Swiss administration firmly believes that all parties involved (secretariat, members, observers, etc.) can contribute to making conferences and assemblies more sustainable. Some aspects have to be considered:Firstly, compulsory measures aiming at ensuring sustainability of PPs might not be a wishful approach. They may not take into account the diversity of the membership. If mandatory measures entail an increase of the financial costs for hosting a PP, this may shrink further the number of Member States envisaging to host a conference or an assembly. A pragmatic approach and confidence in the goodwill of the host countries is needed.Secondly, a PP is also always an opportunity for Member States to showcase their generosity (receptions, excursions, presents) and the achievements of which they are proud. It might be ill-advised to overly curtail this positive driving force through the imposition of measures.Finally, shortening the duration of PPs would have been a measure that would have reduced their footprint. However, reflexions in the course of the past decade have shown the lack of support from all the parties concerned. Benchmarking might be an approach to start with. Measures implemented by other organisations in order to make their events more sustainable might be a source of inspiration. |
| New Zealand | Venues should be used that have attractive active and public transport (or shuttles) options from the meeting hotels to the venue. The use of private vehicles beyond those with additional security or access requirements should not be permitted. Delegations should be reminded on the impact of their delegations travel and that delegations should be right sized for their work and impact on the planet. Consideration around timing with other related events in the UN systems should be undertaken, to try and optimise travel plans. |
| Philippines (Republic of the) | Encourage delegates to use reusable water bottles |
| Algeria (People's Democratic Republic of) | This should be part of the ITU’s efforts in implementing an Environmental Management System (EMS) which considers an ITU’s-wide approach to sustainability, including for major conferences and assemblies. This should be proposed and discussed in ITU Council. Otherwise we could propose to further strengthen the following some actions:* sustainable technology solutions such as online streaming of sessions, mobile applications for documents and programs, and electronic voting systems to reduce consumption of paper and other resources.
* Perform separate sorting and recycling systems during the conference to minimize the amount of waste sent to landfill. Encourage participants to use reusable materials and avoid single-use products wherever possible.
* sustainable food options during conference breaks and meals, such as organic, local, and seasonal foods
* Use renewable energy sources whenever possible to power conference equipment and facilities.
* Raise participants’ awareness of the importance of reducing their ecological footprint during the conference
* Work in partnership with local organizations and service providers to implement sustainable practices throughout the conference, encouraging local economic development and reducing the carbon footprint associated with transportation and logistics.
 |
| Canada | Paperless and incentivize lowest carbon footprint possible. |
| Morocco (Kingdom of) | * Envisager d'organiser si possible une conférence sans papier, y compris pour les interprètes.
* Intégrer dans l'accord de pays hôte (HCA) une section intitulée "Conférence écoresponsable". Cette section indiquerait les mesures que le pays hôte peut prendre pour contribuer à la mise en œuvre de la Stratégie de gestion de la durabilité environnementale préconisée au niveau du système des Nations Unies à l'horizon 2030 ;
* Mesurer si possible les émissions de gaz à effet de serre (GES) produites par une PP par rapport aux PP antérieures, de compenser si possible les émissions (en fonction des parrainages) et d'élaborer des indicateurs fondamentaux de performance (IFP) pour réduire les émissions des futures PP ;
* Renforcer le HCA d’un certain nombre de mesures/principes visant à réduire autant que possible l'empreinte environnementale de la manifestation (ex. utilisation des plastiques à usage multiple durant la PP et pendant les évènements sociaux ; tri et recyclage de tous les déchets résultant de la PP; optimisation de la consommation d'eau; l'efficacité énergétique (le système d’éclairage et le système de climatisation); choix de modes de transport respectueux de l'environnement; choix d'hôtels à des prix abordables dans le périmètre du lieu de la conférence (hôtels écoresponsables).
* Le pays hôte devrait rendre compte à l'UIT des activités et mesures mise en place pour relever les principaux défis en matière d'environnement durable. Les mesures prises pour organiser une PP écoresponsable devraient être clairement expliquées sur le site web de cette conférence et du pays hôte PP et mettre l'accent sur ce que les participants peuvent suivre pour rendre la conférence plus écoresponsable.
 |
| United Arab Emirates | * Adopt more sustainable approaches to delegate registrations, such as transitioning away from traditional badges to biometric recognition approach when entering and exiting meeting rooms. This would also increase efficiency and ensure better conference security.
* Offer guidance to the elected officials on ways to adopt green campaigns and promotional items in PP.
* Adopt the practice of aligning conference activities with specific SDGs, for example:
	+ encouraging the host country to adopt a conference theme which identifies the SDGs they serve
	+ Provide guidance on how to incorporate SDG targets into agendas, presentations, and contribution outcomes.
	+ Minimize single use plastic
	+ Introduce awarding the host country a sustainable event certification as an incentive for host country to adopt sustainable event certifications, such as ISO 20121 or APEX/ASTM,
	+ Request host country to include their sustainability efforts and outcomes in their hosting report, including lessons learned and recommendations for future improvements, to promote accountability and continuous improvement.
 |
| Mexico | Continuar con la política de "paper less" |
| France | Reducing the duration of the conference would certainly be an important step to reduce carbon emissions related to the conference, although this is a difficult step to take. Also, brochures related to the candidatures should be all paperless. |
| Czech Republic | For example, using heating and/or air-conditioning rationally may save energy. Usual experience shows that especially AC is being used extensively and to detriment even of health state of the delegates. |
| Dominican Republic | Racionalizar los horarios de trabajo, tanto de las plenarias como de los grupos de trabajo y por ejemplo, solo usar un día de fin de semana de ser necesario, reduciendo por igual las jornadas de socialización y eventos sociales de la semana previa a la votación y haciendo más eficiente la agenda de los participantes. Sería interesante tener por ejemplo paneles por región para conocer los/las candidatos, o hacer cara a cara, o un foro público |
| Australia | Scheduling a shorter conference is an obvious way to make PP more sustainable. ITU should also favourably consider strict start and end times for conference days (for example, 7am to 7pm), to save electricity. Importantly, this allows the appropriate work health safety provisions for delegates to rest and recuperate, in particular, for smaller delegations. |
| Egypt | Firstly, by promoting the remote participation to equalize the physical participation. Secondly, by encouraging sustainable practices such as recycling, minimizing waste generation, and utilizing eco-friendly materials for conference materials and infrastructure could contribute to making the conference more sustainable.Include in the host country agreements specs and features that enables the organization of sessions without artificial light, such as starting in the early morning and concluding before sunset; halls should be breezy and adequately sun-lighted, to reduce the use of power. Encouraging limited and simple food items for receptions and encouraging recycled or eco-friendly giveaways. |
| Romania | Given that the ITU Plenipotentiary conferences gather delegates from all over the world, when deciding on the host country of the event, Member States should take into account the air connections. The location with better air connections should be more desirable. Traveling to the destination using as few flight connections as possible and avoiding locations that require additional local flights for most of the participants would reduce the level of CO2 emissions per delegate. The Host Country and the Secretariat should promote among the delegates the use of electric transportation or others eco-friendly means of transportation and encourage public transport. The HC should consider offering delegates public transport passes during the event. To improve energy efficiency and reduce operating costs, the optimization of the number of meeting rooms should be taken into consideration. The host countries should be encouraged to use as many meeting rooms with natural light as possible. When establishing the time management plan, the Secretariat could consider the length of daylight hours, maximise the use of daylight and manage it in an energy-efficient way. Selective collection of recyclable waste and providing water dispensers should be mandatory. Also, disposal of plastic waste and single-use packaging, reusable tableware should be considered mandatory whenever is possible. The use of leaflets, brochures, and other print materials, except when it is absolutely necessary, should be forbidden. The Member States should make sure that the gifts offered are as eco-friendly as possible, made from recyclable and/or recycled materials. They should consider including useful products that can contribute to improving the involvement of each participant in ensuring a more sustainable environment (e.g. reusable water bottles, solar power banks, etc.). Given that the volume of parcels delivered by Member States to the premises, the host country could ask the MS to pay attention to the amount and nature of the packages which should be eco-friendly. The Member States should be advised to choose the location of the social event they intend to host within the PP venue premises or as close as possible (within walking distance).If the host country intends to offer day trips to the delegates, the destination should be decided taking into account the distance, means of transportation and the CO2 emissions produced. The procurement policies implied by such a complex and large magnitude event should favour environmentally friendly, ethically, and locally produced equipment, products and services, where allowed by national law. During the conference, but also after PP, we suggest using technology to run certain surveys, thus making meetings more dynamic with real-time comments from the entire audience.The Conference should give particular attention to equitable geographical representation regarding the number of delegates, to ensure that every region is equally represented thus reducing the disparities between the states and promoting more active participation of the developing countries as well as optimizing the number of participants and reducing the impact on the environment. |
| Türkiye | * We appreciate the Green PP page and "what we do/what you can do" approach at PP-22 website. We support the continuation of this practice and think that the relevant page/information can be supported with data such as graphs and tables. To provide a structural framework, the requirements of a green conference could be included in the model host country agreement.
* We also support solutions for encouraging less paper consumption. A solution for that may be logging in the delegates to the computers in the "CyberCafe" with "TIES" credentials and limit the number of sheets for per delegate for print-out.
 |
| United Kingdom | Remote participation has come a long way and we thought overall it was good at the last PP, but there is further to go. Members could be encouraged to consider whether some representatives could join remotely rather than in-person, with the consequent environmental impact of travel. Perhaps less controversial discussions could be scheduled in time zone windows that optimise global participation across time zones. |
| United States | The United States supports existing efforts and welcomes the suggestions offered by Romania as the PP-22 Host Country (C23/84). We note that suggestions for improving the working methods of the committees can also have attendant benefits in advancing the ITU greening the PP agenda; for example, eliminating late-night and/or weekend working sessions improves energy efficiency and reduces operating costs. |
| Zimbabwe | There is a need to have a presentation on sustainability during the preparatory process, highlighting ways in which the current set-up is not sustainable so that delegates can then provide their insight – |
| Belgium | The BIPT supports measures to reduce the environmental impact of ITU events. These measures should include the issue of accessibility of conference venues while respecting the balance between regions. |
| **3.2 How could the secretariat help delegates before and during the conference to follow the sustainability principles?** |
| Malaysia | Digitize some of the processes |
| Bahrain (Kingdom of) | Enforcement of the mobile App by providing comprehensive sustainability guide outlining the "how" to use. the Mobile App shall be used in the coming council meetings and other main events (WSIS, AI for Good, CWGs and etc) to the mobile app becomes a norm by time till the next PP. |
| Bulgaria (Republic of) | The secretariat can promote green behaviour among participants, providing information about the environmental issues and solutions, showing the best practices and achievements of being eco-friendly.After the conference, maybe the secretariat can ask the host to donate or recycle any leftover food, materials, or equipment. |
| Germany (Federal Republic of) | The member states' own responsibility should be great enough in their own interest to be able to ensure this independently. |
| Canada | Daily notices on boards and screens |
| Morocco (Kingdom of) | * Préparation des spots publicitaire/ vidéos/enregistrements pour sensibiliser les participants sur les actions à suivre pour contribuer à une conférence écoresponsable.
* Diffusion de ces spots publicitaires/vidéos lors des réunions régionaux et interrégionaux et lors du 1er plénière de la PP.
* Publier sur le site web de l’UIT et diffuser par email aux personnes enregistrés les mesures prises pour organiser une PP écoresponsable avec accent mise sur ce qu’est demandé aux participants pour contribuer aux efforts du pays hôte pour rendre la conférence plus écoresponsable.
* Sensibiliser les participants par email sur les modes de transport adaptés et modernes (par exemple en choisissant le transport commun et/ou les itinéraires les plus courts pour se rendre à la conférence).
 |
| United Arab Emirates | * Before the conference: Provide comprehensive guidelines and resources to educate delegates on sustainability practices and encourage them to adopt eco-friendly approaches in their travel, accommodation, and participation in the conference
* During the conference: Please refer to previous question
 |
| Mexico | Promover mayores acciones y difundirlos entre los Estados miembro. |
| France | Specific training sessions could be organized with a reminder on the concrete actions that delegates should contact individually and collectively to reduce their carbon and waste emissions. |
| Dominican Republic | Sugerimos en primer lugar que estos principios sean mejor difundidos, y como se hizo durante la pp-18 revisar la guía para una Conferencia más sostenible y que la misma pueda ser parte también del mecanismo de inducción propuesto en el punto 1.2 para crear esta conciencia en las administraciones desde una etapa temprana. Y durante la conferencia que lo que se haya difundido, sea monitoreado su seguimiento. Puede buscarse un mecanismo de reconocimiento de las delegaciones que tengan más iniciativas verdes o amigables con el medio ambiente. Definitivamente los plásticos de un solo uso deben ser eliminados durante la Conferencia. |
| Australia | ITU should develop guidance for PP host countries that is direct and emphasises sustainability.Maybe ITU Secretariat could send a note to everyone who announces a campaign, and in the note emphasise sustainability, and ask the candidate to include sustainability in their agenda.There is a culture of gift-giving in support of ITU election campaigning, and a focus on this could aid sustainability substantially. On announcing an election nomination, ITU should contact the administration and nominee to emphasise sustainability, and ask them to include sustainability in their campaign agenda. ITU may suggest that campaigns do not give gifts to delegates, or if they choose to do so, they seek gifts that are sustainable and recyclable. Campaigns should also consider that delegates will need to travel back home with multiple gifts, and any gifts should therefore be small and portable. |
| Egypt | By providing delegates with comprehensive guidelines and resources on sustainable practices before the conference. During the event, the secretariat could facilitate eco-friendly initiatives such as providing reusable water bottles, promoting energy-efficient practices, and offering recycling facilities. |
| Romania | To raise awareness among delegates about the impact and results of the efforts that had been made to organize a greener event as possible, the Secretariat should calculate the GHG contributions for each PP and report the progresses to the subsequent Council. In order to avoid the postal mail, the Secretariat should consider making available to Member States an online platform where they can promote the candidatures.If there is a mobile application available for delegates, they could receive notifications and information about the measures that can take in order to reduce de GHG (e.g. in the morning, before leaving the hotel room, they can receive notifications reminding them to switch off the lights and the AC; if a meeting is running to late, a notification can be sent to ask them to switch off the lights; to make available on the app the schedule of the public transportation, to include information regarding the use of other means of transportation, etc.). The Secretariat, together with the host country, should consider sending information to MS, prior to the PP, about the efforts made for organizing a more sustainable event as possible and to invite them to follow the rules regarding the waste disposal, usage of plastic and other harmful materials and to be part of this effort. Bearing in mind that the path to a better future implies a continuing educational process, organizing awareness campaigns during the major conferences and ITU meetings could contribute to the involvement of the delegates in ensuring a more sustainable future for all of us. |
| United States | The Secretariat should continue to highlight efforts towards a green PP via the PP website (e.g., https://pp22.itu.int/en/about/greening-the-pp/). The Secretariat, in collaboration with the PP Host Country, can likewise publicize these efforts as part of the regular updates on conference preparations provided at regional preparatory meetings, inter-regional meetings, etc.  |
| Zimbabwe | Develop a set of guidelines that Delegates can follow |
| **4.1 Do you have any suggestions for improving the time management/working procedures/working methods of the committees?** |
| Malaysia | Please impose a time limit on interventions to prevent delegates from speaking for excessively long durations. |
| Bahrain (Kingdom of) | Limit interventions duration, introduce option via the current contributions platform where member states could approve a document reaching Conesus digitally. |
| Bulgaria (Republic of) | The following is recommended on the time management: * not to schedule parallel meetings on related topics (ad hoc groups under one WG meeting at the same time; informal groups on related issues meeting at the same time of the parent group, etc.);
* schedule meetings only within the working day, or a reasonable time before and after the end of the meeting day and avoid meetings after 20:00 hrs or before 8:00 hrs;
* avoid scheduling meetings on weekends; in case such are required, information should be provided well in advance.

On the working procedures and working methods of the committees we would recommend: * to decide on the starting date and time of the work of the committees well in advance so that delegates could prepare more efficiently their travel;
* to decide on the general distribution of the contributions in advance in order to plan more efficiently the participation of the delegates within their national delegations and regional groups (everyone travels on public money and the delegations cannot be unlimited in number; without proper planning smaller delegations sometimes cannot participate even on those topics of utmost importance for them);
* to have information materials (a presentation, a video or other) for the working procedures and methods of the Committees in a user-friendly way easily available on ITU/PP website well in advance] also to have a part in these materials dedicated to the rights and responsibilities of the chairs and vice-chairs of the committees
 |
| Switzerland (Confederation of) | Any modification of the working methods requires careful scrutiny prior to implementation. Modifications should not lead to a sizable augmentation of the workload and stress levels of delegates of in particular small delegations. It might only be possible for larger delegations to overcome the consequences on the workloads of the delegates of faster procedures and working methods. |
| New Zealand | The overall time management plans and meeting venue access were excellent at PP22 and should be replicated at further PPs, eg published and enforced working hours and venue access. |
| Philippines (Republic of the) | Assign maximum duration of intervention and strictly implement the same |
| Germany (Federal Republic of) | That the daily meetings end at 20:00h!!!This limitation proved very successful in Bucharest (21:00h) and at the WTSA20 (19:00h) in Geneva.No sessions at the weekend! |
| Algeria (People's Democratic Republic of) | - Working methods of committees should comply with the relevant provisions of the General Rules- The most realistic timetable possible should takes into account the time required for discussions and decisions.- use time management techniques such as timers for interventions |
| Canada | Statutory Committees should start working on Day 1 |
| Morocco (Kingdom of) | Réduction de la durée de la PP : il serait souhaitable de réduire la durée totale de la Conférence en agissant sur ce qui suit : * Ajuster la procédure d'élection en engageant plus tôt cette procédure, etc.
* Le Secrétariat Général entame l’examen de toutes les solutions existantes ainsi que les impératifs techniques, juridiques, pratiques et éthique qui s'y rattachent, pour passer à un système de vote entièrement électronique, comme indiqué au numéro 175 des Règles générales, qui dispose ce qui suit : "Les votes devraient de préférence se faire au moyen d'un système électronique s'il existe un système approprié, sauf décision contraire de la Conférence".
 |
| United Arab Emirates | * To implement approaches similar to those used in PP-22 and WRC23, ensuring that committee chairpersons are empowered to resolve all conflicts within their committee and not submit to the plenary any matters with conflicts before trying all means to solve them at the committee level, to ensure the smooth running of the conferences,
* Adopt a conference agenda focused on the decision-making topics,
* Provide briefings for all delegates on the working methods and working procedures of committees' months prior to the PP.
 |
| Argentine Republic | It is proposed to publish in advance on the ITU website (as far as possible and under a pre-agreed form or manner) working documents with the consolidated texts containing the different proposals from the regional groups or member states received on the same resolution. |
| Brazil (Federative Republic of) | Time constraints are welcome to avoid discussions in loops and well-known strategies of pushing solutions over the edge. The daily time limit set in PP-22 was a positive example of how these constraints can optimize discussions. |
| Mexico | No |
| France | Pre-identifying, before the conference, the topics that will require the establishment of ad hoc groups would be most useful, as a way to avoid overlap between groups where the same experts might want to participate. |
| Czech Republic | Not really. The PP-22 showed that it definitely IS possible to have no late-night and no weekend (/Sunday) meetings. Despite this fact the conference reached, effectively and efficiently, all set goals, which is a great example to be followed in the upcoming conferences as well. |
| Saint Kitts and Nevis (Federation of) | We found that this was well done. Our first ITU PP conference. |
| Dominican Republic | Deben empezar desde la primera semana y en la primera reunión, tener definido cada grupo de trabajo su Plan de Trabajo que sea efectivo y que racionalice el tiempo. De ser posible sería interesante ver la posibilidad de una plataforma o herramienta para que las administraciones participando en los Comités puedan hacer sus aportes a los documentos de trabajo. |
| Australia | ITU should impose strict end-times and strict days off on committees.It is important to support delegates taking leadership positions of the importance of being prepared, (for example, encouraging informal inter-regional preparation).There is no need for verbal introduction of all documents to PP. Documents should be taken as read (though for each input, there should be an opportunity to ask questions when it is introduced in an initial session).ITU may wish to emphasis with Chairs and Vice-Chairs a list of practices to avoid (for example, not setting expectations at the start of the meeting, running down the clock listening to multiple Member States repeating the same thing, not getting consensus before sending a document to Plenary).In the interests of efficiency and cooperation, it will be important for Member States to respect and retain ‘no consensus, no change’ as a backstop. |
| Egypt | By setting clear agendas, adhering to strict time limits for interventions. |
| Romania | In terms of time management, as proceeded during PP-22, we support starting the work of ad hoc groups and committees in the first week of the Conference and eliminate late night working sessions, with mandatory closing times for all working structures of PP-22. The working procedures should be agreed upon during the inter-regional preparatory process and the Secretariat should elaborate the draft management plan keeping in mind these aspects. PP-22 worked well with closing hours at 22:00, with a well-organized program in advance – as previously stated, the allocation of documents within committees should be established early on, during the inter-regional exercise, and to make sure there is no overlapping between the works of the committees and their ad-hocs, between ad-hocs working on matters that pertain to the same topic, and between committees per se. We have to take into account that some member states have a very limited number of delegates, we need to offer the opportunity to them to be involved in the discussions, but also not to reach exhaustion – as 3 weeks of Conference is a very long time. |
| Russian Federation | Заблаговременное распределение документов и формирование соответствующих групп, стараясь не допускать перекоса в нагрузке. Четко определять и придерживаться регламента выступлений. Не допускать перекрытия собраний по ключевым вопросам. Гарантировать хотя бы один выходной день в неделю. Все рабочие часы собрания должны быть посвящены только вопросам собрания. |
| United Kingdom | Steering Committee needs to ensure that there are no overlaps of Committee meetings and that there are no ad hocs meetings during Plenary sessions. Some smaller group chairs could have a bit more discipline (perhaps with more training). The scheduled start and end time of meetings should include a 10 min buffer time to allow for people to move between the rooms.  |
| United States | The United States fully supports the improvements implemented by the PP-22 Host Country Romania to begin the substantive work of the committees and ad hoc groups in the first week of the conference and to eliminate late-night working sessions. Moving forward, we encourage the Secretariat to develop future draft time management plans and agendas along these same lines. Furthermore, we suggest minimizing concurrent/overlapping meetings (particularly ad hoc groups) to the greatest extent possible. While we recognize that the immense PP workload often necessitates concurrent meetings, these overlapping sessions significantly disadvantage small delegations, making it impossible for all Member States to participate in PP negotiations on an equal basis. Overlapping ad hoc groups also often prove counter-productive; when delegates cannot participate in initial ad hoc negotiations (because they need to attend a competing ad hoc meeting), it is more difficult and time-consuming to achieve consensus at the committee level. Relatedly, we also emphasize the importance of empowering and encouraging chairs to close debate on the principle of “no consensus, no change.” At PP-22, for example, some committee chairs successfully set time limits for ad hoc groups, providing useful parameters to facilitate more efficient negotiations. |
| Zimbabwe | Avoid late-night scheduling and weekend sessions where possible and minimise overlaps whenever practical. |
| Belgium | The BIPT thanks the General Secretariat for the consultation and encourages the ITU to reform its procedures for the purposes of modernisation, efficiency and above all inclusion of all the players concerned, whether public or private, regardless of the importance of their resources. Participation in international events involves a considerable cost that only the most important public or private players are able to bear. A first remark concerns the duration of plenipotentiary conferences, taking place over several weeks, which entails a significant cost for organisers and participants. This is an obstacle to the participation of smaller and less wealthy countries. The first week, devoted to policy statements, protocol activities and side events, entails a significant cost. It could be shortened. |
| **4.2 Do you have any suggestions for improving the delegates’ overall experience at PP?** |
| Malaysia | Impose time limit on interventions so that the meeting doesn't drag until late hours. |
| Bahrain (Kingdom of) | Improve networking opportunities with dedicated events and digital platforms. |
| Bulgaria (Republic of) | To have enough breaks between the sessions of the committees and WGs and to not have weekend sessions. In addition to avoid last minute changes in the program effective as of within the following half an hour. If the venue doesn’t provide for restrooms facilities throughout the entire event space to provide for longer breaks between the sessions that would allow delegates to comfortably go to the restrooms and come back. If the venue is not located in a place with restaurants, coffee shops or other type of food/drinks venues in a walking distance, sufficient locations for purchase of food and drinks should be provided in the venue. A small drugstore (not for prescribed medicines) in the venue could be very useful for delegates as well. |
| Philippines (Republic of the) | Minimize, if it cannot be avoided, evening meetings by managing the time wisely. |
| Germany (Federal Republic of) | Daily lunch: please take WRC24 as an example, very well organised (no queues, from 11:30 - 14:30, plenty of seats, always enough available) |
| Algeria (People's Democratic Republic of) | Continue to enhance digital tools/Apps for information sharing, time management plan, documents sharing during the conference |
| Canada | Maybe extracurricular events like a light sports competition, a short marathon.. |
| Morocco (Kingdom of) | * Organisation d’une session de formation ou la publication d’un document au début de la PP pour informer les délégués sur les enjeux de la conférence, son déroulement, les structures et les dossiers dont ces dernières seront chargées.
* La mise à disponibilité au moment opportun des documents des commissions dans les six langues de travail.
* Le maintien d’une cadence des réunions respectant l’implication de la majorité des délégations, y compris les délégations à petit nombre de membres.
* L’organisation d’évènement sociaux, avec le concours du pays hôte sur des sujets ayant trait à sa culture.
 |
| United Arab Emirates | As a considerable percentage of delegates tend to be seniors, it is important to ensure they are looked after. Below are a few suggestions on how this can be done:* Provide senior delegates with priority access to registration, security, and other conference services to ensure their needs are met promptly and efficiently,
* Opt to accessible venues for seniors
* Provide special transportation services in very large venues
* Opt to venues that do not require extensive security checks to streamline access for delegates,
* Opt to venues that adhere to universal design principles and accessibility standards, ensuring accessibility for delegates with disabilities or mobility limitations. This includes wheelchair ramps, accessible restrooms, and designated parking spaces,
* The host country should be mandated to ensure that food options are consistently available for delegates at all times on-site.
* In addition to the above, Policy statements are also heavily time consuming which hinders the conference from starting its activities. We highly recommend ensuring that the member states adhere to certain guidelines of policy statements that contain time constraint.
 |
| France | No late evening or night sessions. Closing the venue at a specific time would make it mandatory for all delegates to speed up their work during the daytime. There should also be some timeslots where no meetings whatsoever would be allowed in order for delegates to be able to relax a bit and take a break. |
| Saint Kitts and Nevis (Federation of) | Some cultural activities or to learn about the host country. multilingual delegate support services. |
| Dominican Republic | Si definitivamente debe hacer una mañana de inducción, esto puede hacerse previo al inicio de la conferencia y puede ser virtual. Seria bueno pensar algún tipo de mentoría y también crear una red para intercambio de preguntas, experiencias, esto puede ser por región. También se pueden preparar un documento instructivo o video que sirva para los "new comers". Esto ayuda nuevos participantes a llegar con una base de como funciona la PP. |
| Australia | A shorter conference (for example, two weeks instead of three), strict start and end times for conference days (for example, 7am to 7pm), and agreement that no meetings will be held on Sundays would improve delegate experience and wellbeing. ITU Secretariat should emphasise with host countries the importance of making sure any venue selected for PP is inclusive (for example, disability accessible, conveniently located bathrooms, etc.). Venues should also have food options on site, available throughout the day, and lunch breaks should be strictly adhered to. |
| Egypt | Providing an information desk that comprises:* A tourist agency representative to help delegates change air tickets reservations when needed.
* Taxi cab company to provide quick rides with special rates for delegates heading to destinations different from provided transportation lines.
* Information about touristic sites, fees, locations
* Information present ITU staff at the conference and their contact details for facilitating communication and help if needed, with signage to their offices
* Provide lost and found, with accurate working hours, and contact details of officer in charge.
 |
| United Kingdom | The conference is very long, and it would be worth considering if there are efficiencies which would enable it to be shortened (e.g. electronic voting, see below). |
| United States | The previous suggestions for improving the time management/working procedures/working methods of the committees would in turn improve delegates’ overall experience at PP, by promoting a healthier work-life balance during long conferences. |
| Zimbabwe | Introducing sessions to guide first-time attendees at the preparatory stage so that when they are they attend PP they will already be conversant with the system. We introduce induction to be carried out a day before the commencement of PP, for new participants, given the changes that happen in Administrations in the four-year cycles. |
| **4.3 How can we ensure a safe environment for all delegates?** |
| Malaysia | Please make sure the meeting doesn't extend until late hour. |
| Bahrain (Kingdom of) | The ITUI shall ensure the host of PP is politically stable and pandemic-free based on UN reports. ITU and the Host country to establish a safety and well-being protocol and provide support and medical services. |
| Bulgaria (Republic of) | More security staff and more cameras in the venues. Any complaints should be addressed immediately.Also when choosing a host country for the PP its safety index should be considered as a major factor for the choice (world peace index or other scale could be used, as well information from the MS missions in Geneva on existing recommendations for a given host country candidate). Delegates spend their major part of time in the venue but they also spend enough time outside the venue. And while there is always some level of criminal activity anywhere in the world choosing a place with a known high level of criminal activity should be avoided. Ensuring the maximum level of safety not only of the PP venue itself but also at the city it is located should be a part of the host country obligations. |
| Switzerland (Confederation of) | The issue of the harassment of female delegates during these events may not have received the required degree of attention in the past and proper safeguards and remedies have to be put in place by the time of the next PP and Assemblies. |
| New Zealand | Appropriate reporting mechanisms for any issues such as the ITU security team being available should be in place. Heads of delegation shall be responsible and accountable for their delegation’s behaviour during and around the meeting and meeting venue. |
| Philippines (Republic of the) | Safety, Security, and Health hotlines should be accessible to all delegates. |
| Germany (Federal Republic of) | To offer sufficient lockers for the delegates. abd installing cameras watching all lockers. |
| Algeria (People's Democratic Republic of) | implementation of comprehensive and well-planned security measures.Conference facilities must be secure and monitored at all times.emergency communications protocols - clear and accessible to all delegates, including procedures to follow in the event of an incident, designated assembly points and emergency telephone numbers to contact.Medical assistance available on site and provide information on health services available in the area. |
| Canada | Not sure what safe environment means.If it relates to a Code of Conduct then there is a need to ensure delegates are familiar and compliant with it. |
| Morocco (Kingdom of) | * Organiser, en coopération avec les organisations régionales de télécommunication, de formations à l'intention des nouveaux délégués sur le déroulement de la PP ainsi que sur les questions d'éthiques au sein de l'UIT.
* Sûreté et sécurité sur place : assurer la mise en œuvre du code de conduite des Nations Unies (conditions de travail, prévention d’harcèlement, y compris le harcèlement sexuel lors d'un événement du système des Nations Unies.
* Mise en place d’un processus d’alerte précoce en cas d’urgence, par les adresses emails.
* Garantir une restauration sur place répondant au principe de diversité culturelle et religieuse.
 |
| United Arab Emirates | * Ensure medical support is available across the conference venue that supports first aid facilities on-site, qualified medical personnel, medical supplies etc.
* Communicate safety information, procedures, and emergency protocols to all delegates through various channels such as signage, announcements, conference materials etc.
* Encourage host countries with distinct religious or cultural practices to proactively keep the visiting delegates informed about the countries' culture, including essential etiquette and specific prohibitions.
* Implement a zero-tolerance policy for discrimination and harassment. This can be implemented by Providing clear channels for reporting any incidents of discrimination or harassment and take swift and appropriate action in response.
* To ensure the safety and comfort of all delegates, it is recommended to provide segregated public washrooms for males and females. This would enhance privacy and promote a sense of security for males and females using these facilities during the conference.
 |
| Mexico | Informar a los Estados miembro sobre las reglas de conducta y moralidad apropiadas del país anfitrión e información cultural |
| France | No specific idea in mind. |
| Dominican Republic | Debería elaborarse como una carta corta de principios fundamentales que todos los delegados/as debamos leer, asumir y aceptar. Debe difundirse mejor el rol de una oficina o un ombusperson, donde también exista esta posibilidad de hacer denuncias, quejas. Es un tema complejo y todos debemos colaborar, respetando las interculturalidades |
| Australia | Implementing an ITU code of conduct and promoting it widely would go a long way towards ensuring a safe work environment for all delegates. Failing that, promoting the United Nations code of conduct may be the next best thing.Ensure that information on who to contact in the event of an emergency or incident (venue staff, ITU staff, or other emergency services) is easily available to delegates.ITU should also emphasise the importance of strict end-times for conference days (for example, 7am to 7pm), to ensure delegates have down-time away from PP and are not travelling back to hotels late at night. |
| Egypt | Introduce and share whenever and wherever possible emergency exits and emergency evacuation procedures. Emergency exits has to be clearly visible and easy to find. There need to be enough reachable easy-to-use fire extinguishers well distributed around the venue. Strict no-smoking rules and procedures should be applied, even in private offices within the venue. |
| Russian Federation | Задача принимающей стороны и секретариата. Обеспечение своевременного трансфера из гостиниц, в том числе, в случае вечерней работы и работы в выходной день. |
| United Kingdom | The PP is not always accessible to all delegates. There should be greater consideration of this. There are inevitable health implications of so many people meeting in close proximity, and things like better ventilation in the venue could be considered. |
| United States  | The ITU Council should explore the development of an “ITU Delegates’ Code of Conduct.” Existing ITU codes of conduct are directed towards ITU staff (e.g., Code of Ethics, Standards of Conduct for the International Civil Service), or focus primarily on preventing sexual harassment within the broader UN system (e.g., [Code of Conduct to Prevent Harassment, Including Sexual Harassment, at UN System Events](https://www.un.org/management/sites/www.un.org.management/files/un-system-model-code-conduct.pdf)). A code of conduct tailored to participation in ITU events could help promote a courteous, and mutually respectful negotiating environment for all delegates, free from harassment, bullying, intimidation, discrimination or personal attacks. In terms of implementation, the ITU Secretariat could add a section to event registrations that would require delegates to acknowledge abiding by the Code of Conduct as a prerequisite for participation. |
| Zimbabwe | Ensure that where meetings end late, transport is always available so that delegates do not try to move through dangerous streets at night. This situation was faced during one WTDC but the same principle is applicable to PP. It may also be good for Administrations to also avoid offering venues where crime is high. Given accommodation challenges at all PPs, many delegates end up booking in unapproved accommodations, the system must incorporate them in the transport and logistics system for them to enjoy the safety afforded to their lucky colleagues accommodated at the approved institutions. |
| **4.4 Do you appreciate/attend side events (not social events) at PP? If so, do you have any suggestions of side events for future events?** |
| Malaysia | Yes side events are meaningful. |
| Bahrain (Kingdom of) | Yes, propose thematic workshops aligned with global technological trends and ITU strategic goals. |
| Bulgaria (Republic of) | Side events should be let at the discretion of the host country. |
| Switzerland (Confederation of) | Participation to side events add value to an attendance to a PP. Consideration must nevertheless be given to the fact that the days of delegates are strenuous and participation to continuous string of side events is challenging in particular for delegates of small delegations. |
| New Zealand | For small delegations these are hard to attend, however we appreciate the opportunity to attend them. |
| Philippines (Republic of the) | Yes. Side events focusing on women and youth as well as the conduct of information session on frontier technologies such as AI, metaverse, and ICT Industry-related topics. |
| Germany (Federal Republic of) | ITU could offer something as it did in Bucharest, that's sufficient.All delegates are also able to organize themselves during the weekends. |
| Algeria (People's Democratic Republic of) | * Side events, if put in place, should have purpose to advance the ITU’s mandate in line with constitution and convention.
* Side events and their themes (purposes) including their outcomes, should have Member states consensus prior to their adoption.
 |
| Canada | Yes. See 4,2, above |
| Morocco (Kingdom of) | Les manifestations parallèles peuvent contribuer aux objectifs de l’ODD, notamment à travers la sensibilisation et la prise de conscience des enjeux des TIC, la mise en relation d’affaires et la création de joint-venture. A cet effet, il serait profitable d’organiser, avec le concours de l’industrie et des organisations régionales et ou internationales, des évènements sur les tendances industrielles des TIC; des évènements dédiés aux débats thématiques regroupant les entrepreneurs/décideurs de l’industrie, les jeunes délégués et les décideurs politiques; des évènements de remise des prix d’innovation (jeune innovants, femmes innovantes, etc.); des évènements dédiés à l’intégration des PME/PMI aux travaux de l’UIT, à l’engagement de jeunes et l’UIT; un salon d’exposition, etc. |
| United Arab Emirates | While side events can offer opportunities for networking and collaboration, it's important to consider their impact on the smooth operation of the conference. In our experience, incorporating side events into conference agendas often poses logistical challenges and may result in delegates feeling disoriented or distracted from the main proceedings which in turn affects the smooth running of committees and ad hoc meetings. This has previously occurred in PP22 where in certain instances, no meeting rooms were available for ad hoc meetings in the main meeting rooms of the parliament as they would be reserved for side events at the time of the conference. Additionally, in TDAG 2023, the side events were incorporated into the agenda of the meetings and not during the breaks which lead to the agenda items being rushed eventually which hindered the meeting’s efficiency. As such, we believe it's essential to prioritize the efficiency and effectiveness of the conference by minimizing disruptions and maintaining focus on the core agenda. Therefore, we suggest carefully evaluating the necessity and timing of side events to ensure they complement rather than detract from the overall conference experience. |
| Brazil (Federative Republic of) | Due to the high work volume related to the PP and the fact that, in general, there are already many side meetings (national delegation, regional meetings, etc.), side events could affect the core business of the Conference. Resources might be allocated to the PP agenda. |
| Mexico | Eventos culturales |
| France | To be honest, it is difficult for small delegations to attend side events at PP. The level of exhaustion from participating to the main meetings and groups makes it hard for delegates to attend such events. |
| Saint Kitts and Nevis (Federation of) | Appreciated the side events. |
| Dominican Republic | Son importantes, pero no pueden obstaculizar el trabajo de los Comités de Trabajo, la Conferencia es para esto fundamentalmente. Los eventos paralelos deben ser bien enfocados, pocos y sustantivos/estratégicos. |
| Armenia | Yes. For future events, it would be beneficial to include side events hosted by sectoral companies specializing in telecommunications infrastructure development, cybersecurity, emerging technologies, spectrum management, and digital inclusion initiatives. These events could provide valuable insights into industry trends, innovations, and best practices, fostering collaboration between the public and private sectors to address key challenges facing the telecommunications sector. |
| Australia | Side events that present a good opportunity for learning things and networking are appreciated. At PP-22, several panels were held (including several that repeated the same messaging). Sometimes the run-time of panels was set too long or there were too many panellists, and this did not allow time for a robust discussion or Q&A.All ITU leadership should be counselled that, when speaking at PP side events they need to keep their speeches short (for example, 2 minutes or less). |
| Egypt  | Yes, in the side events that offer opportunities for professional development, knowledge sharing, and showcasing innovative technologies and solutions relevant to the ITU's mandate. Suggestions for future side events could include workshops on emerging ICT trends, capacity-building sessions on regulatory frameworks, and presentations on successful case studies from different regions. Additionally, interactive sessions on topics such as cybersecurity, digital inclusion, and sustainable development could attract diverse audiences and enrich the overall conference experience. |
| Romania | Social events organized within each Plenipotentiary Conference should highlight the cultural traditions and the involvement of every hosting member state in ITU’s activities, while limiting other type of services in order to reduce the financial burden that arises from organizing such events on a foreign soil as well as minimizing the impact on waste and sustainability. |
| Russian Federation | Да. Не допускать проведения сопутствующих мероприятий в часы работы конференции |
| Türkiye | We find the "side events" organized during the conference very useful for both experience and information sharing and also for networking. Considering the busy schedule of the first week due to the elections, we believe that planning the "side events" in the weeks following the elections would have a positive impact on participation. |
| United States | Side events can provide a valuable opportunity to complement or highlight key PP topics or themes. At the same time, side events should not over-burden the PP Host Country, Secretariat, or Member States, who already face an exhaustive PP schedule.  |
| **5.1 Do you have any suggestions to improve the participation of Ministers and high-level delegates and the engagement with these participants?** |
| Bahrain (Kingdom of) | ITU shall ensure the invitees are MINISTERS in order to ensure their excellencies participations. moreover, ITU shall have a clear high-level program agenda for a half day per day. The schedule shouldn't exceed 2 days. The venue of for Ministerial's program shall have minster's dedicated name as per the protocol. ITU can include a high-level forum within ministerial program in the PP focusing however, clear protocol demarcations shall be there. PP can act as a platform for MoU’s signing during the PP. |
| Bulgaria (Republic of) | High-level participation should be structured as a parallel event to the conference. It would be more efficient and useful for both high-level participants and for the conference and its results. The high-level delegates are rarely if at all directly involved in the work of the conference. If their participation is organised in a separate program it will provide them with more PR opportunities, more political visibility and an easier organisation of bilateral meetings. |
| Philippines (Republic of the) | Since the PP's duration is more than a week, there should be a briefer created for Ministers for meetings, side events, and other engagements that are dedicated for Minister level only so they can prioritize their participation since due to the nature of the job of the Ministers, they may not be able to attend the entire duration of the PP. |
| Germany (Federal Republic of) | To shorten the time per country for the political statement at the very beginning of the PP. |
| Algeria (People's Democratic Republic of) | Possibility to put in place Ministers’ panels back to back with policy statements sessions to discuss key telecommunications/ICTs issues. |
| Canada | Participation of Ministers and high-level delegates should be limited to one or two days maximum, limiting or ensuring that their interventions / speeches comply with time limitations. |
| Morocco (Kingdom of) | * Préparer un programme d’évènements de haut niveau (conférences, tables rondes et panels) à organiser en marge de la PP, durant les trois premiers jours de la conférence, destinés aux Chefs d’Etats, chefs de gouvernements et/ou aux Ministres, directeur des agences de régulation et hauts responsables des organisations des NU ou internationales. Les résultats de ces évènements devraient être soumis à la plénière et inscrits à l'ordre du jour officiel de la conférence.
* Adresser des invitations nominatives aux chefs d’Etats ou gouvernements, aux ministres en charges des TIC et aux Directeurs des agences de régulation pour prendre part aux évènements de haut niveau.
* Améliorer les services de protocole fournis afin de rendre la manifestation plus attrayante pour les chefs d’Etats ou Gouvernements et les ministres : mise à disposition de salles d’honores, des salles pour les réunions bilatérales, accréditation de la presse pour la couverture médiatique, annonce de projets, possibilité de prononcer des allocutions à l'occasion de manifestations organisées en parallèle, etc.
* Mettre en place, avec le concours du pays hôte, un service de protocole pour accueillir les chefs d’Etats ou Gouvernement, les Ministres et les Directeurs des Agences de Régulations.
* Les ministres pourraient être invités à signer les Actes finals à l'avance, dans un salon pour la signature réservée aux hautes personnalités, avec séance photo officielle.
 |
| United Arab Emirates | * On the aspect of high-level experience, it has previously occurred that the personal image on the VIP Badges are not consistent. In that regard, and to ensure consistency in high-level experience, it is recommended to adopt one personal image for the VIP Badges by using an official image approved by the ITU Focal point.
* On the aspect of increasing participation of high levels, the following is suggested:
	+ Extend invitations to high-level officials. specifically for agenda items where their expertise or authority is most relevant. Highlight the importance of their participation in driving prompt decision-making on critical issues,
	+ Curate an agenda that prioritizes items requiring high-level guidance at the beginning of the conferences as High levels tend to participate at that time
	+ Invite high-level officials to engage in a ministerial roundtable discussion addressing this topic and obtaining their valuable suggestions and insights.
 |
| Brazil (Federative Republic of) | ITU Secretariat could go beyond formal letters of invitation and prepare a short, impactful video showing PP relevance to circulate to create momentum and branding. At the same time, missions in Geneva could be targeted to receive inputs about PP preparation. Key ministers and high-level delegates could be reached to have brief virtual meetings to present the invitation to the PP. |
| Mexico | Envío de invitación e información relevante con mayor tiempo de antelación, Reducir el tiempo de participación durante las conferencias y realizar actividades o reuniones para para facilitar la asistencia de los delegados de Alto Nivel. |
| France | Sessions involving Ministers should be much more interactive and less formal, to allow exchange between the ministers themselves and also engage with the other participants. |
| Dominican Republic | Pensamos que la participación de los ministros/as debe repensarse, para que su participación sea más significativa. Los discursos terminan siendo muy largos, con poca atención del público. De pronto pensar una serie de paneles, interregionales y con balance de genero de los tópicos centrales de la UIT y de interés de las administraciones. |
| Australia | Australia encourages ITU to focus ministerial events at the start of PP-26 (one day, or two days maximum). No ministerial events should happen later in the conference. |
| Egypt | Propose to establish dedicated sessions specifically to Ministers and high-level delegates, providing them with opportunities to discuss pressing issues, listening to feedback and insights from participants, and maybe getting engaged in a panel/debate where they exchange viewpoints openly. |
| Romania | It is important that ITU Secretariat works collaboratively with the PP host country and share its expertise in the organization of the Ministerial Roundtables, providing support throughout its preparation and during it for a successful event. As well, the previous host country could share lessons learned from the Conference, the challenges the organizers encounter and how to overcome them, things that can be done better, as there is always room for improvement.The adoption of a Ministerial Declaration, a document that reflects a high political commitment, represents a common approach on policies for future development and a way forward on important priorities/ topics. It is also a call for joint action across national administrations to define and implement new policy directions in a changing world. The Declaration, which offers key messages with concrete further actions emerging from the debates, should be sent to other forums and high-level events in the field. ITU and host-country should ensure that the document deliver meaningful results in the next period and should continue to follow up on the steps forward and review the progress made in implementing the commitments/ engagements adopted by the governments |
| Türkiye | Taking into account the role of the PP as the Union's highest policy-making body, increasing the participation of Ministers and high-level delegates in the PP would strengthen the communication between the Union and the membership, and increase opportunities for cooperation. In this context, we support organisation of sessions for high-levels, similar to PP-22, in order to improve the interaction. Additionally, special side events could be organised for better engagement of the high-level delegates. |
| Zimbabwe | Introduce a roundtable session for Ministers dealing with the key issues that PP will be seized with, and perhaps one Minister will be given a few minutes to present the outcomes to plenary |
| **6.1 What processes (registration/documentation/networking/preparation and engagement pre-PP/protocol services/time management/decision-making/voting/remote participation/etc.) do you think could be further improved using digital technologies?** |
| Malaysia | Please implement a digital room booking system for scheduling bilateral meetings and other events. This system should allow bookings to be made through an online tool instead of via email. However, there should be oversight by the secretariat, requiring approval for bookings to ensure that no single country dominates or books all available rooms. |
| Bahrain (Kingdom of) | yes, expand digital platforms for engagement, voting, streamline registration/document access, and enhance remote participation features. |
| Bulgaria (Republic of) | An online realtime tool for reservation of meeting rooms could be very useful, especially for smaller meetings. |
| Switzerland (Confederation of) | Translation and interpretation spring to our mind as fields in which AI will have a disruptive effect in the coming decade. We doubt that electronic voting will lead to substantial savings in terms of money and time on the occasion of PPs. For example, the Basic Instruments (General Rules) foresee stages with respect to the election of the Secretary-General, the Deputy Secretary-General and the Directors of the Bureaux of the Sectors as well as intervals between the rounds. Hence, digital technologies can only bring about modest savings in time and money. |
| New Zealand | Online registration continues to work well. Possibly having QR codes for initial scanning at registration would allow for minimal paperwork to be carried. The ability to have proxies nominated electronically would be a great enabler for those administrations who are more geographically remove eg some pacific islands. The current requirements appear to be backwards with our abilities to transact most administrative matters online such as banking and passport ordering. |
| Germany (Federal Republic of) | Protocol Service: to be available also at the weekend would be fine. During WRC24 had an urgent request on a Saturday because of the Deputy Minister arriving on the following Monday. |
| Algeria (People's Democratic Republic of) | by enhancing digital tools |
| Canada | Current process works fine |
| Morocco (Kingdom of) | Prévoir, conformément à la Résolution 167, la possibilité de participation à distance aux travaux des commissions, groupes de travail et aux plénières de la PP, afin de permettre à ceux qui ne peuvent faire le déplacement ou ont un empêchement de se trouver sur le lieu de la conférence d’y contribuer; |
| United Arab Emirates | * Shifting from the traditional manual voting methods to an electronic voting system could significantly enhance efficiency, accuracy, and accessibility during decision-making processes.
* Meeting room reservation is currently done manually through sending emails to the protocol team. This is time-consuming and does not guarantee instant response. We suggest that the ITU incorporates automatic room reservation services for ad Hocs/ bilateral meetings etc.. Through the host country conference application
* Transitioning from physical badging to implementing biometric technology such as facial recognition would automate registration and offer a more efficient and convenient registration. Delegates would no longer need to carry or wear badges, as their identities can be verified seamlessly through facial scans. This would, in turn, enhance event security by providing more reliable means of identity verification compared to physical badges, which can be lost, stolen, or duplicated.
 |
| Mexico | El manejo de tiempo y la participación remota |
| France | No particular suggestion |
| Czech Republic | Definitely voting. Only it needs to be really safe and secure, that is, trust must be built to be able to adopt this approach. Remote participation can probably be improved by using some digital tools. |
| Dominican Republic | Redes de networking internas.Pensar una aplicación con IA para el manejo de las resoluciones, y documentos de las administraciones, algo que tenga un clasificador por temas/áreas, y por sector. |
| Armenia | * Organize interactive sessions, such as roundtable discussions or thematic workshops, where delegates can actively contribute their insights and perspectives on pressing issues facing the telecommunications sector.
* Implementing an intuitive digital registration system and providing access to relevant documentation through a centralized online platform can streamline the registration process and ensure easy access to conference materials.
* Utilize digital networking tools, such as virtual meeting rooms or matchmaking algorithms, to facilitate networking among delegates.
* Offer digital platforms for pre-conference engagement, such as online forums or discussion boards, where delegates can exchange ideas, share best practices, and prepare for conference sessions in advance.
* Enhance remote participation options through live streaming of sessions, interactive webinars, and virtual collaboration tools, enabling broader participation and engagement from stakeholders unable to attend in person.
* Implement digital voting systems or polling applications to streamline decision-making processes during the conference, allowing for efficient collection of votes on resolutions and policy decisions.
* Utilize digital scheduling tools and time-management software to optimize session schedules.
 |
| Australia | There may be opportunities to improve remote participation ahead of PP-26. |
| Egpyt | * Registration and badge receiving can be all digitalized without the need to print out IDs, where QR codes can be sent and used via mobiles instead. Otherwise, if possible, it’s suggested to provide a face recognition system at entry gates, in lieu of the badging system used at present.
* Networking may be allowed for remote participants via special online platforms and mobile applications where remote participants can engage randomly with physical attendees during breaks and/or social events.
* Protocol services can be further enhanced through a mobile app or mobile requests/notifications using Bluetooth.
* An electronic timer visible to all participants may be used in venue rooms to manage speaking time slots and interventions, so not to exceed limit and allow everyone to participate on equal footing.
* It’s time to have decision making and voting electronically, and even allow them remotely whenever possible, being in 2024, especially for the UN agency specialized in ICT, so as to cope and adapt to the rapid technology changes taking place.
* Still remote participation needs a lot of development and enhancement to guarantee smooth online participation, and discussion, especially in adhocs. Unfortunately, still remote participants suffer getting skipped or not being noticed by committees’ chairs or secretariat. Also, for such participation, there better be a quick test with IT team of the ITU for participants microphones and cameras to make sure everything is well adjusted and working. Technical support provided should be more responsive and in timely manner.
 |
| Romania | Based on our experience of using PP-22 app, we would suggest the creation and usage of a dedicated ITU app encompassing all major functions such as documents, online calendar, updates, invitations to social events, messages from the Host Country, alerts, etc., to be used during all major ITU events and conferences, providing a modern digital tool for the interaction between the Union and its member states. |
| Russian Federation | Своевременное и наглядное оповещение о месте и времени проводимых собраний и наличии изменений |
| Türkiye | - We welcome the Union’s efforts for enhanced digitalization at the conference processes. As practiced during PP-22, availability of a mobile application with information on the programme, sessions, documents, venue, transport facilities, social events, registration for host-country organisations, etc., would help time management and increase the efficiency of the conference. Previous experience of PP-22 and other major organisations could be benefitted for improvement of the application for a better user experience. |
| United Kingdom | Elections could be held electronically rather than using paper ballots which would reduce the time considerably and might even enable a shortening of the conference. |
| United States | COVID-19 provided an instructive opportunity to understand the possibilities, and limitations, of digital technologies in international negotiation. We strongly support the continued need for in-person decision making, particularly at the conference level. However, we do support the transparency offered by webcasting committee and plenary sessions. We also commend the ITU’s new format for Conference websites which have made all relevant information (time management plan, FAQs, registration, visa details, protocol information, etc.) easy to find and navigate.  |
| **7.1 Considering the previous discussions on improvements to electoral procedures, do you have any suggestions on how to improve the electoral procedures?** |
| Bahrain (Kingdom of) | Introduce electronic voting and establish an independent oversight body for the electoral process support. Approving digital credential documents. |
| Bulgaria (Republic of) | One way to improve the electoral procedure is to provide special equipment while voting – as to avoid the delegation from another country seeing the ballot papers of the countries seated in proximity. |
| Switzerland (Confederation of) | If the improvements require modifications of the Basic Instruments of the Union (Constitution, Convention and Basic Rules), the likely marginal gains do not outweigh the disadvantages of opening Pandora’s Box. |
| New Zealand | The elections should start as soon as the opening plenary session has been completed. There are a number of stages of a PP and enabling the elections to commence straight away, allows other work to commence quicker e.g. the start of the working undertaken by the main committees. |
| Philippines (Republic of the) | Review the guideline on the voting rights of the remote participants |
| Algeria (People's Democratic Republic of) | strictly follow the general rules of the convention and constitution as well as the guidelines on the ethical aspects of certain campaign activities, adopted by the Council. |
| Canada | Electoral procedures and ethical issues with campaigns should be further explained and clarified. |
| Morocco (Kingdom of) | * Charger le Conseil d'examiner la question de la conduite des campagnes électorales et des procédures d'élection du SG, du Vice-SG, des Directeurs des Bureaux des 3 Secteurs et des membres du RRB, ainsi que de la garantie pour tous les candidats de pouvoir participer aux campagnes électorales, de présenter un programme et d'interagir avec les membres de l'Union conformément aux principes d'équité, de transparence, d'intégrité et d'impartialité.
* Renforcer les précautions contre un usage possible des ressources, de l’emblème et des évènements (conflit d’intérêt) de l’UIT, par des candidats à un poste électif issus du personnel de l'Union (élus ou nommés).
* Aménager au niveau du site web de la PP un espace destiné à la publication des renseignements communiqués par les candidats aux postes du SG, du Vice-SG et des Directeurs des Bureaux des Secteurs, notamment de leurs programmes de campagne et d'un calendrier des manifestations prévues où les candidats pourront se faire connaître ;
* Instaurer une procédure pour la tenue d'auditions en ligne des candidats aux postes de SG, de Vice SG et de Directeur du Bureau d'un Secteur pendant la session du Conseil de l'année où doit avoir lieu la PP (au moment choisi par le Conseil)
 |
| United Arab Emirates | The ITU has made several efforts in providing information on election processes that seem to be distributed across several webpages in the ITU and PP host country websites. This information, however, is not easily accessible on one webpage. We therefore suggest accumulating a comprehensive document that covers the following and to be presented to council 2024 for approval* ITU Election processes,
* The ethical aspects of candidates' campaigns,
* General rules of conferences, assemblies and meetings with regards to election processes

We recommend moving away from the traditional way of electing, to an electronic one |
| Mexico | No |
| France | No specific suggestion on this topic |
| Czech Republic | As mentioned above, the procedure can be made more efficient and also quicker by using digital means. All calculations can then be automatized - however, for sure, oversight must remain in human-based checks. |
| Saint Kitts and Nevis (Federation of) | We simply suggest that whatever rules are set at the beginning should be followed through. Establish mechanisms to address any allegations of misconduct or irregularities during the electoral process promptly. Encourage member states to adhere to a code of conduct that promotes ethical behaviour. |
| Dominican Republic | Definitivamente hay que hacer este proceso de voto electrónico. |
| Australia | Australia considers all elections could be simultaneous (voting for Secretary, Deputy Secretary General, sectoral Directors and ITU Council members should be combined on one ballot). If required, run-off elections/subsequent rounds would also be combined.ITU should consider lengthening the candidate nomination cut-off (currently 28 days). Six months may be appropriate.In the case that ITU staff run for a position, their nomination should be allowed at the same time as they continue work at the Union, but there needs to be clear rules about not using ITU funds to support campaign efforts (for example, to travel to regional group meetings).Following elections, congratulatory speeches from members should be kept to a minimum, in the interests of running an efficient conference. For example, one representative from each region and the country of the successful candidate could be selected beforehand to provide a short congratulatory speech. Chairs could invite all other delegates to post their congratulations to a conference text feed/digital noticeboard. |
| Egypt | There should be an announced time frame for translating candidates’ profiles for publishing on the ITU website. Furthermore, voting should be made available electronically and remotely, particularly for Member States that can’t participate physically. |
| Romania | Candidature brochures/promotional materials in physical format should be completely eliminated and replaced by QR codes at the venue or at receptions hosted by candidates, simultaneously with posting them in e-format on the dedicated website of the PP. Paper free campaign is financially advantageous and environmentally friendly.Events/receptions hosted/organized by Member States to promote the candidature should be narrowed to the scope and diminish the investment, as these dedicated events tend to be greater/amplified and risk to become a financial burden.Gifts for promoting a candidature may be an unnecessary expense and may even become problematic for the participants when travelling. |
| Russian Federation | Недопустимость проведения компаний по дискриминации кандидатов по каким-либо признакам, включая национальные, расовые и гендерные.Полагаем целесообразным создание отдельного органа по контролю за недопущением дискриминационного подхода по национальному, расовым, гендерным и иным признакам в вопросах процедуры отбора кандидатов на выборные должности в рабочие органы МСЭ с учетом все большего числа подобных инцидентов на заседаниях Союза. |
| United Kingdom | See above. |
| Zimbabwe | Once the voting for a particular position begins, it is best to have all the necessary voting rounds for that position to be completed rather than adjourning and continuing the following day. |
| Belgium | Our second remark concerns the electoral and decision-making system. The BIPT stresses the lack of efficiency of the paper ballot voting system. It would be desirable to introduce a secure electronic voting system, in order to make the process more fluent, while avoiding unnecessary counting procedures. |
| **7.2 Do have any suggestions to the latest guidelines on ethical aspects of certain campaigning activities, which were approved at Council 2018 and re-endorsed by Council 2021?** |
| Bahrain (Kingdom of) | Offer continuous training on ethical campaigning, updating guidelines to reflect best practices and new challenges. |
| Bulgaria (Republic of) | For the current version of guidelines on ethical aspects of certain campaigning activities, please click here. |
| Algeria (People's Democratic Republic of) | * Continue to assess the effectiveness of the guidelines on ethical aspects of certain campaigning activities.
* Involve RTOs in that assessment.
 |
| Canada | Clarity is required vis-à-vis rights and obligations of non-elected officials running for office versus elected officials. In particular the obligation that staff running for an elected position have to take a leave of absence without pay. This happens only when the Member State in question "officially" communicates the decision to the SEC-GEN. What has happened in the past is that candidacies are well known, but not officially |
| Morocco (Kingdom of) | Afin d’améliorer la transparence et garantir que les candidats aux postes de Secrétaire général, de Vice-Secrétaire général, de Directeur du Bureau d'un Secteur et de membre du RRB disposent des mêmes droits et des mêmes chances de mener une campagne électorale, notamment pour présenter leurs programmes et interagir avec les membres de l'Union, les mesures suivantes sont proposées :* Les candidats fonctionnaires ou élus de l’UIT signent l’engagement de respecter les lignes directrices.
* Les candidats fonctionnaires ou élus de l’UIT publie leurs programmes de communication et d’interaction avec les organisations régionales sur le site web de l’UIT dédié aux élections.
 |
| United Arab Emirates | To enhance the accessibility and distribution of those guidelines, as mentioned in the previous answer. |
| Saint Kitts and Nevis (Federation of) | We simply suggest that whatever rules are set at the beginning should be followed through. Establish mechanisms to address any allegations of misconduct or irregularities during the electoral process promptly. Encourage member states to adhere to a code of conduct that promotes ethical behaviour. |
| Dominican Republic | No por el momento. Pienso que lo que se tiene esta muy bien. Solo que esto debería difundirse mejor, |
| Türkiye | We acknowledge the continuous efforts made since PP-14 to enhance the electoral process for the elected officials of the ITU. Ethical considerations play a significant role in these endeavours, and we emphasize the importance of adhering to the guidelines. Regarding the guidelines, we wish to highlight the necessity of an effective supervision mechanism and suggest that further studies should take this into consideration. |
| **8.1 Please share any other comments and/or suggestions.** |
| Malaysia | More food and beverages kiosks at the meeting venue |
| Bulgaria (Republic of) | More lockers for the delegates should be available. A cloakroom and left luggage room could also help for those delegates that use the lockers only to store their jackets or leave a bag for the day.More/different photo corners could be placed throughout the venue that could encourage delegates to post in their social media and gain more visibility both for them and ITU.It is recommended that the temperature level in meeting spaces are within such limits that would provide most appropriate working conditions but would not go below 20 degrees Celsius. Information boards clearly indicating the location of the halls and other premises should be placed throughout the venue. In addition, more corners (chairs and small tables) for informal meetings or rest during breaks should be provided. Providing printing and IT facilities next to the hall where ministers are meeting. |
| Switzerland (Confederation of) | With respect to inclusive participation: one should actually be perplexed by the very low interest for and attendance at PPs of industry, actors of the digital economy, operators, etc. (observer sector members). Merely governmental representatives seem to be perceptibly active at PPs. A significant part of the sector membership is actually formed by aforesaid actors. There is a need to associate them more closely to the debates taking place at PPs by mean of concrete step towards multistakeholderism and strong recognition of the high value for the Union of the sector members. |
| Germany (Federal Republic of) | Every experienced ITU delegate knows that not everything can be solved perfectly and gets over some shortcomings. |
| Canada | None. Thank you |
| United Arab Emirates | As this questionnaire would enhance preparations for upcoming major conferences and would serve as an excellent guide for host countries, we recommend that this consultation is done right after every PP or any major conference as delegates may forget their experience over time. |
| Argentine Republic | It is suggested to establish and apply clear and uniform working methods for the different Commissions during the ITU Plenipotentiary Conference (PP). It would not be desirable for the Commissions to have different ways of managing or resolving lack of agreement on the texts (which appear in square brackets) in the documents, which are then sent to the Plenary Sessions of the ITU Plenipotentiary Conference.It is considered important that no other plenary session or working group can be held during the electoral process. |
| Egypt | It’s suggested not to organize social events in parallel to ensure equal opportunities for member states and their candidates. Also, reducing the time of the social event to one hour can help accommodate more member states’ requests exceeding available slots. Additionally, it’s to be considered to have booking time slots for the social events made online in a way that allows time of request/booking as well as status of reservation visible for all, to guarantee transparency and smooth procedures. |

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