



## General Secretariat (SG)

Geneva, 24 June 2024

Ref: **CL-24/38**  
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To Member States of ITU

Subject: **Member States' consultation on the precise place, exact dates, and draft Agenda of WTDC-25; Agenda of WRC-27; and Alternative reassessed project for ITU's headquarters premises**

Dear Madam/Sir,

I am pleased to inform you that the Council has adopted, at its 2024 Session, the following decisions and resolution requiring, as per Nos 41, 42, 79, 213, and 118 of the ITU Convention, the concurrence of the majority of Member States of the Union:

- [Decision 637](#) on the precise place and exact dates of the World Telecommunication Development Conference (WTDC-25), which provides that the WTDC-25 will take place in Baku, Republic of Azerbaijan, from 17 to 28 November 2025 (see [Annex B](#));
- The approval of the draft Agenda of the WTDC-25 (see [Annex C](#));
- [Resolution 1422](#) on the Agenda of the World Radiocommunication Conference 2027 (WRC-27) (see [Annex D](#)); and
- [Decision 640](#) on the alternative reassessed project for ITU's headquarters premises (see [Annex E](#)).

All Member States of ITU having the right to vote are thus invited to inform the Secretary-General of their concurrence with the above decisions and resolution by using the [online tool](#) or alternatively by completing and returning [Annex A](#) of this letter by e-mail to [memberstates@itu.int](mailto:memberstates@itu.int) **no later than 31 August 2024**, at which time the consultation period will conclude.

Council Member States' responses will be considered as positive with regard to this consultation, unless otherwise notified by the Councillors or the Administration Focal Points in writing by e-mail to [memberstates@itu.int](mailto:memberstates@itu.int) also using the form in [Annex A](#).

I look forward to receiving your response.

Yours faithfully,

*(signed)*

Doreen Bogdan-Martin  
Secretary-General

**Annexes: 5**

## ANNEX A

### Member States' consultation on the Precise place, exact dates, and draft Agenda of WTDC-25; Agenda of WRC-27; and on the Alternative reassessed project for ITU's headquarters premises

Name of the ITU Member State:

Subject	Reference document No.	Proposal	Yes	No	Abstention
Precise place, exact dates of WTDC-25	<a href="#">Decision 637</a>	The next World Telecommunication Development Conference 2025 (WTDC-25) will take place in Baku, Republic of Azerbaijan, from 17 to 28 November 2025.			
Draft agenda of WTDC-25	<a href="#">C24/30(Rev.1)</a>	Approve the draft Agenda of WTDC-25			
Agenda of WRC-27	<a href="#">Resolution 1422</a>	Approve the Agenda of the World Radiocommunication Conference 2027 (WRC-27)			
New Union's Headquarters Premises Project	<a href="#">Decision 640</a>	Approve the alternative reassessed project for ITU's headquarters premises			

Focal Points are encouraged to use the [online tool](#), or alternatively send their response via e-mail to [memberstates@itu.int](mailto:memberstates@itu.int) using this [Annex](#), **not later than 31 August 2024**.

## **ANNEX B**

### **DECISION 637**

*(adopted at the second Plenary meeting)*

## **Convening of the 2025 World Telecommunication Development Conference (WTDC-25)**

The ITU Council,

*noting*

that WTDC-25 is scheduled to be held in the last quarter of 2025, in accordance with Resolution 77 (Rev. Bucharest, 2022) of the Plenipotentiary Conference on scheduling and duration of conferences, forums, assemblies and Council sessions of the Union (2023-2027),

*decides*

that, subject to the concurrence of the majority of the Member States of the Union, the next World Telecommunication Development Conference (WTDC-25) will take place in Baku, Republic of Azerbaijan, from 17 to 28 November 2025,

*instructs the Secretary-General*

to undertake a site visit and report to the 2025 session of the Council.

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## ANNEX C

### Draft agenda of the 2025 World Telecommunication Development Conference (WTDC-25)

- I. Report on the implementation of the ITU-D Action Plans**
    1. Update on global digital transformation and reporting on the implementation of the WTDC-17 Buenos Aires Action Plan and the WTDC-22 Kigali Action Plan (including the Regional Initiatives), contribution to the implementation of the WSIS Plan of Action and the Sustainable Development Goals (SDGs)
    2. Report of the Telecommunication Development Advisory Group
    3. Report of Study Groups
    4. Report on the implementation of outcomes of other ITU Conferences, Assemblies and meetings related to ITU-D work:
      - a. Plenipotentiary Conference (PP-22)
      - b. Radiocommunication Assembly (RA-23)/World Radiocommunication Conference (WRC-23)
      - c. World Telecommunication Standardization Assembly (WTSA-24)
  - II. Policy and strategy for digital transformation**
    5. Ministerial and Industry leaders' roundtables and policy statements
  - III. ITU-D work plan for 2026-2029**
    6. Outcomes of Regional Preparatory Meetings for WTDC
    7. ITU-D contribution to the ITU Strategic Plan for 2028-2031
    8. ITU-D Priorities
    9. ITU-D Action Plan for the following cycle
    10. WTDC Declaration
    11. Telecommunication Development Advisory Group
      - a. Authorization for the Telecommunication Development Advisory Group to act between world telecommunication development conferences (Resolution 24, Rev. Dubai, 2014)
      - b. Structure and working methods
    12. Study Groups
      - a. Study Questions
      - b. Structure and working methods
    13. Regional Initiatives
    14. Resolutions and recommendations
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## ANNEX D

### RESOLUTION 1422

(adopted at the fifth Plenary meeting)

#### **Agenda of the World Radiocommunication Conference 2027 (WRC-27)**

The ITU Council,

*noting*

that Resolution 813 of the World Radiocommunication Conference (Dubai, 2023):

- a) resolved to recommend to the Council that a world radiocommunication conference be held in 2027 for a maximum period of four weeks;
- b) recommended its agenda, and invited the Council to finalize the agenda and arrange for the convening of WRC-27 and to initiate as soon as possible the necessary consultation with Member States,

*resolves*

to convene a World Radiocommunication Conference (WRC-27) in 2027, preceded by the Radiocommunication Assembly, with the following agenda:

1 on the basis of proposals from administrations, taking into account of the results of WRC-23 and the Report of the Conference Preparatory Meeting, and with due regard to the requirements of existing and future services in the frequency bands under consideration, to consider and take appropriate action in respect of the following items:

1.1 to consider the technical and operational conditions for the use of the frequency bands 47.2-50.2 GHz and 50.4-51.4 GHz (Earth-to-space), or parts thereof, by aeronautical and maritime earth stations in motion communicating with space stations in the fixed-satellite service and develop regulatory measures, as appropriate, to facilitate the use of the frequency bands 47.2-50.2 GHz and 50.4-51.4 GHz (Earth-to-space), or parts thereof, by aeronautical and maritime earth stations in motion communicating with geostationary space stations and non-geostationary space stations in the fixed-satellite service, in accordance with Resolution **176 (Rev.WRC-23)**;

1.2 to consider possible revisions of sharing conditions in the frequency band 13.75-14 GHz to allow the use of uplink fixed-satellite service earth stations with smaller antenna sizes, in accordance with Resolution **129 (WRC-23)**;

1.3 to consider studies relating to the use of the frequency band 51.4-52.4 GHz to enable use by gateway earth stations transmitting to non-geostationary-satellite orbit systems in the fixed-satellite service (Earth-to-space), in accordance with Resolution **130 (WRC-23)**;

1.4 to consider a possible new primary allocation to the fixed-satellite service (space-to-Earth) in the frequency band 17.3-17.7 GHz and a possible new primary allocation to the broadcasting-satellite service (space-to-Earth) in the frequency band 17.3-17.8 GHz in Region 3, while ensuring the protection of existing primary allocations in the same and adjacent frequency bands, and to consider equivalent power flux-density

limits to be applied in Regions 1 and 3 to non-geostationary-satellite systems in the fixed-satellite service (space-to-Earth) in the frequency band 17.3-17.7 GHz, in accordance with Resolution **726 (WRC-23)**;

1.5 to consider regulatory measures, and implementability thereof, to limit the unauthorized operations of non-geostationary-satellite orbit earth stations in the fixed-satellite and mobile-satellite services and associated issues related to the service area of non-geostationary-satellite orbit satellite systems in the fixed-satellite and mobile-satellite services, in accordance with Resolution **14 (WRC-23)**;

1.6 to consider technical and regulatory measures for fixed-satellite service satellite networks/systems in the frequency bands 37.5-42.5 GHz (space-to-Earth), 42.5-43.5 GHz (Earth-to-space), 47.2-50.2 GHz (Earth-to-space) and 50.4-51.4 GHz (Earth-to-space) for equitable access to these frequency bands, in accordance with Resolution **131 (WRC-23)**;

1.7 to consider studies on sharing and compatibility and develop technical conditions for the use of International Mobile Telecommunications (IMT) in the frequency bands 4 400-4 800 MHz and 7 125-8 400 MHz (or parts thereof), and 14.8-15.35 GHz taking into account existing primary services operating in these, and adjacent, frequency bands, in accordance with Resolution **256 (WRC-23)**;

1.8 to consider possible additional spectrum allocations to the radiolocation service on a primary basis in the frequency range 231.5-275 GHz and possible new identifications for radiolocation service applications in frequency bands within the frequency range 275-700 GHz for millimetric and sub-millimetric wave imaging systems, in accordance with Resolution **663 (Rev.WRC-23)**;

1.9 to consider appropriate regulatory actions to update Appendix **26** to the Radio Regulations in support of aeronautical mobile (OR) high frequency modernization, in accordance with Resolution **411 (WRC-23)**;

1.10 to consider developing power flux-density and equivalent isotropically radiated power limits for inclusion in Article **21** of the Radio Regulations for the fixed-satellite, mobile-satellite and broadcasting-satellite services to protect the fixed and mobile services in the frequency bands 71-76 GHz and 81-86 GHz, in accordance with Resolution **775 (Rev.WRC-23)**;

1.11 to consider the technical and operational issues, and regulatory provisions, for space-to-space links among non-geostationary and geostationary satellites in the frequency bands 1 518-1 544 MHz, 1 545-1 559 MHz, 1 610-1 645.5 MHz, 1 646.5-1 660 MHz, 1 670-1 675 MHz and 2 483.5-2 500 MHz allocated to the mobile-satellite service, in accordance with Resolution **249 (Rev.WRC-23)**;

1.12 to consider, based on the results of studies, possible new allocations to the mobile-satellite service and possible regulatory actions in the frequency bands 1 427-1 432 MHz (space-to-Earth), 1 645.5-1 646.5 MHz (space-to-Earth) (Earth-to-space), 1 880-1 920 MHz (space-to-Earth) (Earth-to-space) and 2 010-2 025 MHz (space-to-Earth) (Earth-to-space) required for the future development of low-data-rate non-geostationary mobile-satellite systems, in accordance with Resolution **252 (WRC-23)**;

1.13 to consider studies on possible new allocations to the mobile-satellite service for direct connectivity between space stations and International Mobile Telecommunications (IMT) user equipment to complement terrestrial IMT network coverage, in accordance with Resolution **253 (WRC-23)**;

1.14 to consider possible additional allocations to the mobile-satellite service, in accordance with Resolution **254 (WRC-23)**;

1.15 to consider studies on frequency-related matters, including possible new or modified space research service (space-to-space) allocations, for future development of communications on the lunar surface and between lunar orbit and the lunar surface, in accordance with Resolution **680 (WRC-23)**;

1.16 to consider studies on the technical and regulatory provisions necessary to protect radio astronomy operating in specific Radio Quiet Zones, and in frequency bands allocated to the radio astronomy service on a primary basis globally, from aggregate radio-frequency interference caused by non-geostationary-satellite orbit systems, in accordance with Resolution **681 (WRC-23)**;

1.17 to consider regulatory provisions for receive-only space weather sensors and their protection in the Radio Regulations, taking into account the results of ITU Radiocommunication Sector studies, in accordance with Resolution **682 (WRC-23)**;

1.18 to consider, based on the results of ITU Radiocommunication Sector studies, possible regulatory measures regarding the protection of the Earth exploration-satellite service (passive) and the radio astronomy service in certain frequency bands above 76 GHz from unwanted emissions of active services, in accordance with Resolution **712 (WRC-23)**;

1.19 to consider possible primary allocations in all Regions to the Earth exploration-satellite service (passive) in the frequency bands 4 200-4 400 MHz and 8 400-8 500 MHz, in accordance with Resolution **674 (WRC-23)**;

2 to examine the revised ITU Radiocommunication Sector Recommendations incorporated by reference in the Radio Regulations communicated by the Radiocommunication Assembly, in accordance with *further resolves* of Resolution **27 (Rev.WRC-19)**, and to decide whether or not to update the corresponding references in the Radio Regulations, in accordance with the principles contained in *resolves* of that Resolution;

3 to consider such consequential changes and amendments to the Radio Regulations as may be necessitated by the decisions of the conference;

4 in accordance with Resolution **95 (Rev.WRC-19)**, to review the resolutions and recommendations of previous conferences with a view to their possible revision, replacement or abrogation;

5 to review, and take appropriate action on, the Report from the Radiocommunication Assembly submitted in accordance with Nos. 135 and 136 of the ITU Convention;

6 to identify those items requiring urgent action by the radiocommunication study groups in preparation for the next world radiocommunication conference;

7 to consider possible changes, in response to Resolution 86 (Rev. Marrakesh, 2002) of the Plenipotentiary Conference, on advance publication, coordination, notification and recording procedures for frequency assignments pertaining to satellite networks, in accordance with Resolution **86 (Rev.WRC-07)**, in order to facilitate the rational, efficient and economical use of radio frequencies and any associated orbits, including the geostationary-satellite orbit;

8 to consider and take appropriate action on requests from administrations to delete their country footnotes or to have their country name deleted from footnotes, if no longer required, taking into account Resolution **26 (Rev.WRC-23)**;

9 to consider and approve the Report of the Director of the Radiocommunication Bureau, in accordance with Article 7 of the ITU Convention:

9.1 on the activities of the ITU Radiocommunication Sector since WRC-23<sup>1</sup>;

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<sup>1</sup> This WRC's standing agenda sub-item is strictly limited to the Report of the Director on ITU-R activities since the last WRC; and any topics outside 1.1-1.19 as listed above shall be strictly avoided, particularly those topics which require any changes/amendments to the Radio Regulations.

- 9.2 on any difficulties or inconsistencies encountered in the application of the Radio Regulations<sup>2</sup>; and
- 9.3 on action in response to Resolution **80 (Rev.WRC-07)**;
- 10 to recommend to the ITU Council items for inclusion in the agenda for the next world radiocommunication conference, and items for the preliminary agenda of future conferences, in accordance with Article 7 of the ITU Convention and Resolution **804 (Rev.WRC-23)**.
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<sup>1</sup> This WRC's standing agenda sub-item is strictly limited to the Report of the Director on ITU-R activities since the last WRC; and any topics outside 1.1-1.19 as listed above shall be strictly avoided, particularly those topics which require any changes/amendments to the Radio Regulations.

<sup>2</sup> This WRC's standing agenda sub-item is strictly limited to the Report of the Director on any difficulties or inconsistencies encountered in the application of the Radio Regulations and the comments from administrations. Administrations are invited to inform the Director of the Radiocommunication Bureau of any difficulties or inconsistencies encountered in the Radio Regulations.



## ANNEX E

### DECISION 640

*(adopted at the tenth Plenary meeting)*

#### **Alternative reassessed project for ITU's headquarters premises**

The ITU Council,

*recalling*

Resolution 212 (Rev. Bucharest, 2022) of the Plenipotentiary Conference on the Union's future headquarters premises, and Council Decisions 588 and 619 on the headquarters premises,

*recognizing*

- a) that proposals submitted for appointing a general contractor for the headquarters premises project significantly exceed the approved budget of CHF 172.69 million;
- b) that two calls for voluntary contributions and additional sponsorship yielded no interest;
- c) the urgent need to decide on the replacement of the Varembe building, which is nearing the end of its serviceable life,

*noting*

- a) the Secretary-General's proposal for an alternative reassessed project that considers the needs of the ITU membership and staff within the current budget, as outlined in Table 4 of Council Document [C24/7](#);
- b) the reports from the Member States Advisory Group (MSAG) and the Chair of the Council Working Group on Financial and Human Resources (CWG-FHR) to the 2024 session of the Council supporting the Secretary-General's alternative reassessed project,

*decides*

to approve, subject to the concurrence of the majority of ITU Member States in accordance with No. 79 of the Convention, the alternative reassessed project which shall not exceed CHF 172.69 million,

*instructs the Secretary-General, subject to the abovementioned concurrence of the majority of ITU Member States*

- 1 to take all necessary steps to implement the alternative reassessed project to meet the needs of the ITU membership and staff, in accordance with the Annex;
- 2 to liaise with the host country and take the necessary steps to repurpose the CHF 150 million loan for the alternative reassessed project;
- 3 to engage with sponsors and interested parties, with a view to keeping the committed sponsorships and other arrangements as outlined in Resolution 212 (Rev. Bucharest, 2022), and finding mutually acceptable solutions to address the commitments that may not be possible to meet in the alternative reassessed project;

4 to ensure the design and implementation of the alternative reassessed project meets the needs of the Union by consulting with and providing the MSAG with the information necessary to:

- a. provide general advice and recommendations on the implementation of the project, with the aim of ensuring adherence to timeline and budget (not to exceed CHF 172.69 million);
- b. provide guidance regarding any funding changes as a result of savings, or any eventual change in sponsorship or donation; and
- c. provide guidance on engagement with sponsors and interested parties;

5 to provide regular status updates to the MSAG, CWG-FHR and Council regarding progress on the activities in the Annex, while being consistent with procurement rules;

6 to continue consultation with the MSAG throughout the duration of the design and build process, while being consistent with procurement rules;

7 to develop an assessment and strategic plan in consultation with relevant internal stakeholders including Staff Council, and provide an initial draft to the January 2025 CWG-FHR, on the long-term vision of the entire ITU Geneva campus, considering, at a minimum, the following factors:

- a. overall financial impact and sustainability of the ITU Geneva campus;
- b. safety and security requirements;
- c. management and operational requirements;
- d. optimizing usage of all facilities;
- e. ensuring business continuity;
- f. include allocation of the regular budget for maintenance for the entire ITU Geneva campus;
- g. staff working flexibility (i.e. hybrid working arrangements);
- h. options for alternative venues for ITU meetings outside of the ITU Geneva campus; and
- i. liaise with the Strategic Plan and Financial Plan Working group, as appropriate;

8 to provide all reports on the implementation of *instructs the Secretary-General 7* to the ITU Council for its consideration,

*further instructs the Secretary-General*

to carry out a consultation with all Member States on this Decision in accordance with No. 79 of the Convention,

*instructs the Member States Advisory Group*

to align its Terms of Reference with the present Decision and provide regular updates and reports to the CWG-FHR.

**Annex: 1**

## ANNEX 1

<b>Alternative reassessed project scope</b>	
<b>Conference facilities</b>	<b>Large conference room (sponsored by Saudi Arabia)</b> Approx. 500 seats <b>Conference lobby</b> Proportionally sized
<b>Catering</b>	<b>Cafeteria</b> A dining room of approx. 150 seats <b>Delegate lounge</b> Approx. 120 seats
<b>Meeting rooms</b>	Approx. 23 rooms
<b>Workplace</b>	Approx. 200 seats
<b>Essential amenities</b>	Adequate to support these facilities
<b>Building projected size</b>	Approx. 15 000 sqm (similar to the one it will replace)

<b>Alternative reassessed project milestones to be adhered to by the Secretariat</b>	
<b>Decision consultation process</b>	Q3-2024
<b>Planning</b>	2024-2025
Architect prequalification	Q4-2024
Architect selection	Q1-2025
Feasibility studies	Q2-2025
Concept design	Q4-2025
<b>Detail Design / Tender / Contract</b>	2026-2027
<b>Execution</b>	2028-2031
<b>Handover</b>	2031

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