ITU Plenipotentiary Conference 2018

29 October – 16 November, Dubai, UAE

Update on the preparatory process

June 2018

ITUPP DUBAI 2018
29 October - 16 November
Dubai, United Arab Emirates

WHAT IT IS | PARTICIPATION | STRUCTURE | PREPARATION | TRAVEL

Update on the PP-18 preparation

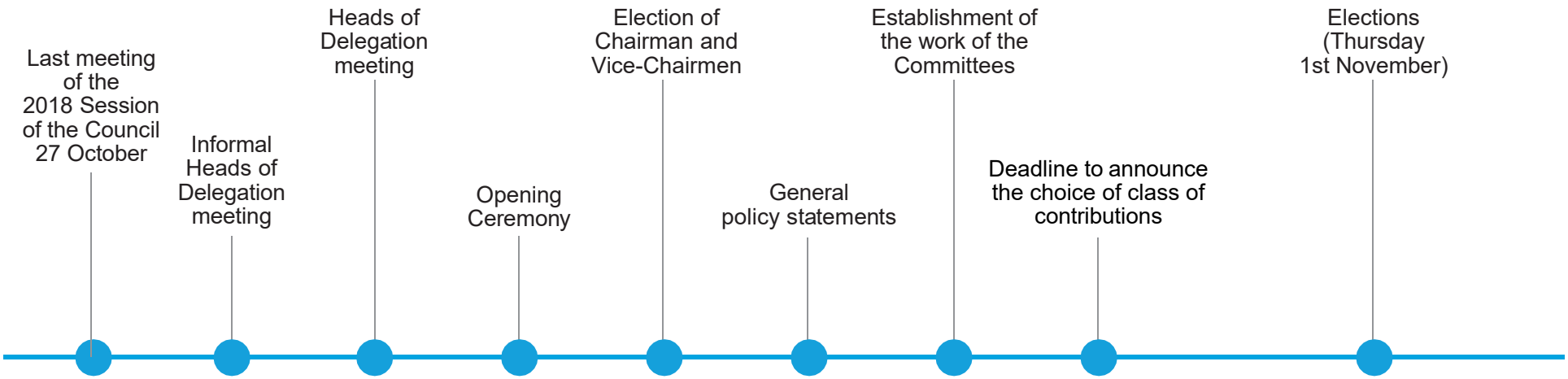
Proposed structure, timeline and time management plan

ITUPP

(BASED ON PP-14 and NOTED by COUNCIL 2018)

COMMITTEE 1	COMMITTEE 2	COMMITTEE 3	COMMITTEE 4	COMMITTEE 5	COMMITTEE 6	WORKING GROUP OF THE PLENARY (WG-PL)
Steering Committee	Credentials	Budget	Editorial	Policy and legal issues	Administration and management	Issues related to public policies

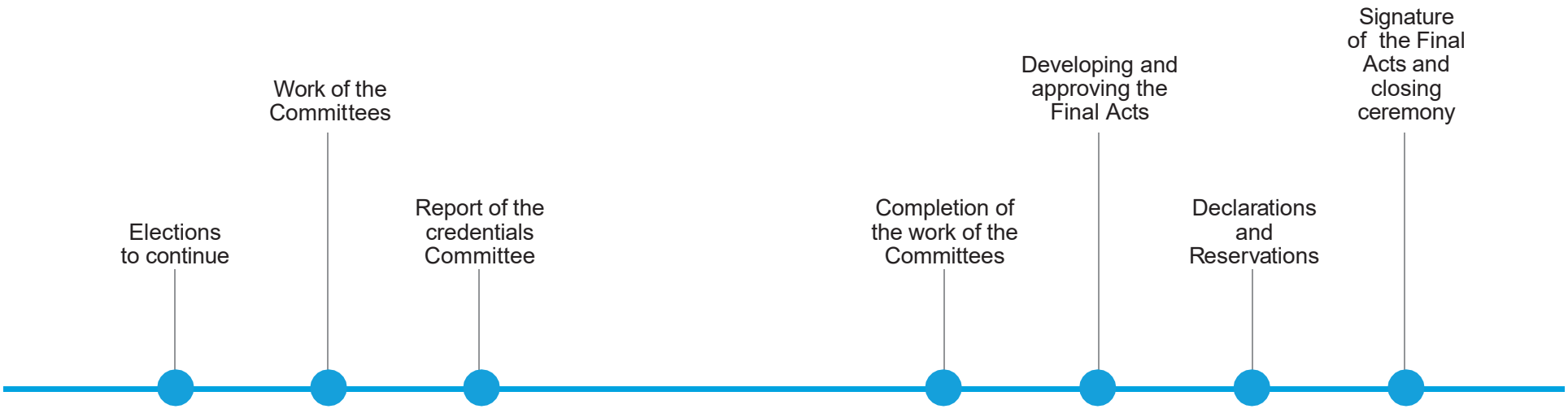
Proposed structure, timeline and time management plan



WEEK 1

29
October

Proposed structure, timeline and time management plan



WEEK 2 | **WEEK 3**

16 November

How to prepare for the Conference

How to prepare for the Conference

1 Choice of class of contributory units
2 Send your candidature
3 Prepare your credentials
4 Propose tellers for elections and votes
5 Propose Chairmen and Vice-chairmen for Committees
6 Meetings of regional groups
7 Informal inter-regional preparatory meeting
8 Deadlines for Contribution and Prepare your proposal
9 Access to Conference documents
10 Register for PP and request a vise
11 Special arrangements for VIPs
12 Policy statements
13 Travel and stay in Dubai (Host country information)
14 Contribute to Greening the PP

Choice of class of contributory units

1. Member States are free to choose their class of contributory units within the limits of the scale set for in Art. 33 of the Convention subject to CS 165.
2. The Council, at its 2017 session, fixed the provisional amount of the contributory unit (CU) at 318,000.00 Swiss francs (CHF) for the period 2020-2023.
3. From the 40 unit class to the 2 unit class: in steps of one unit
   - Below the 2 unit class, as follows:
   - 1 1/2 unit class
   - 1 unit class
   - 1/2 unit class
   - 1/4 unit class
   - 1/8 unit class*
   - 1/16 unit class*
   - * Only Member States listed by the UN as LDCs and those determined by the Council
4. 31 December 2017 was the deadline to announce the provisional choice of class of contribution for the period 1 January 2020 to 31 December 2023. It allows the secretariat to prepare the draft financial plan 2020-2023.
   (Ref. CL Class Cont. 2020-2023)
5. By Mid-June, the secretariat will send a reminder letter for the provisional choice of the class of contributory units, with a deadline of 28 September 2018 (four weeks before the PP-18)
6. The PP will fix the final amount of the contributory unit and the date for the definitive choice of class of contributory unit.

Send your candidature

1. PP elects:
- Secretary-General; Deputy Secretary-General
- Directors of the 3 Bureaux
- 12 members of the Radio Regulations Board (RRB)
- 48 Members of the ITU Council

2. All candidatures must reach the Secretary-General not later than 23h59 (Geneva Time) on Monday, 1 October 2018, (ref. No. 170 of the GR)

3. For Elected positions and RRB, candidature should be sent with Name, CV, picture of candidate and vision statement (as per Council 2017 decision)

4. All candidatures are posted on the web at www.itu.int/pp/elections

Prepare your Credentials

- Credentials should fulfill one of the following criteria:
  - Confer full power on the delegation;
  - Authorize the delegation to represent its government without restrictions;
  - Give the delegation, or certain members the right to sign the final Acts.
- Credentials should be signed by the Head of State, Head of Government, Ministry of Foreign Affairs.
- Template is available at www.itu.int/pp/credentials.
- The Circular Letter CL-18/18 is available at https://www.itu.int/md/S18-SG-CIR-0018/en

Propose tellers for elections and votes

- Each team of tellers is composed of 5 tellers (one teller for each administrative region: A, B, C, D, E).
- Tellers shall be designated by the Chairman of the Conference based on informal consultation with regions (GR 176).
- Teams of tellers will be established. One team is used for the different rounds of the same election.

Propose Chairmen and Vice-Chairmen

- General Rules, No. 49. Proposals for chairmanships and vice-chairmanships of the conference and its committees should take into account the principle of rotation, gender balance, geographical distribution, and the necessary competencies.
- Proposals are made by the ITU Secretary-General in consultation with the regions.
- The number of vice-chairmen proposed will be in accordance with the conference needs.
- 6 vice-chairmen for PP14.
- Submit your proposals to ITU SG as soon as possible.

Calendar of meetings of regional groups

	APT	ATU	CEPT	CITEL	RCC	ARAB
Meetings held	8 June 2017 30/01-01/02 2018 Hanoi, Vietnam 18-21 June 2018, Melbourne, Australia 3rd meeting of the PP Prep. group	5-6 July 2017 Harare, Zimbabwe 13-15 March 2018 Abuja, Nigeria 18-21 June 2018, Algiers, Algeria 2nd RPM	4-6 July 2017 Sofia, Bulgaria 6-7 Sept. 2017 Copenhagen, Denmark 13-15 Dec. 2017 Copenhagen, Denmark 26-29 March 2018 Copenhagen, Denmark 8-11 May 2018 Bucharest, Romania 12-15 June 2018 Com-ITU, Prague, Czech Republic	11-13 Dec. 2017 Santa Domingo, Dominican Rep. 15 March 2018 Buenos Aires, Argentina 23-24 May 2018 Lima, Peru	16 Feb. 2017 Moscow, Russian Federation 29-30 Aug. 2017 Baku, Azerbaijan 30/11-1/12 2017 Tashkent, Uzbekistan 6 March 2018 Moscow, Russian Federation	18-20 Dec. 2017 Dubai, UAE 5-8 March 2018 Khartoum, Sudan 25-28 June 2018 Muscat, Oman
Upcoming meetings	27-30 Aug. 2018, Kuala Lumpur, Malaysia 4th meeting of the PP Prep. group	13-14 Aug. 2018, Nairobi, Kenya 4th RPM	18-21 Sept. 2018 Com-ITU, Bonn, Germany	20-24 Aug. 2018 Washington, DC, USA 33 meeting of COM/CITEL	27 Aug. 2018 Issyk Kul, Kyrgyzstan RCC PP-18 Prep. meeting	24-28 Sept. 2018 Riyadh, Saudi Arabia 4th meeting 27 or 28 Oct. 2018 last meeting, Dubai, UAE

ITUPP DUBAI 2018
29 October - 16 November
Dubai, United Arab Emirates

Informal inter-regional preparatory meetings

Geneva, 13 July 2018 – Riyadh, 26-27 September 2018

- Chaired by PP18 Chairman-designate.
- Provide an informal platform to:
  - exchange information on current status of regional preparatory process;
  - have a preliminary exchange of views on some of the topics already discussed at the regional level.
- A first meeting was held during Council 2018
- A second meeting is scheduled to be held in Geneva on 13 July 2018
- A third meeting will be held in Riyadh, Saudi Arabia on 26-27 September 2018
- Deadline for suggested topics to be discussed at the second meeting is 29 June 2018
- Confirmation for participation should be sent by 30 June 2018 to **gbs@itu.int**

Deadlines for submitting contributions

Proposals to amend CS and CV

Ref: CS 224, CV 519, Res.114 (Marrakesh, 2002)

Other proposals for the work of the conference

(Ref: No. 40 of the General Rules)

FIRM DEADLINE

to ensure translation of the document

(Ref: Res. 165 (Guadalajara, 2010))

Prepare your proposal through the Conference Proposal Interface (CPI)

In order to prepare your document see:
www.itu.int/pp/documents

- The electronic tool CPI facilitates the preparation and submission of proposals from authorized membership during a Conference
- It allows easy tracking of proposals through the Proposals Management System
- It facilitates the search in the current collection of basic texts of the ITU adopted at the last Plenipotentiary Conference

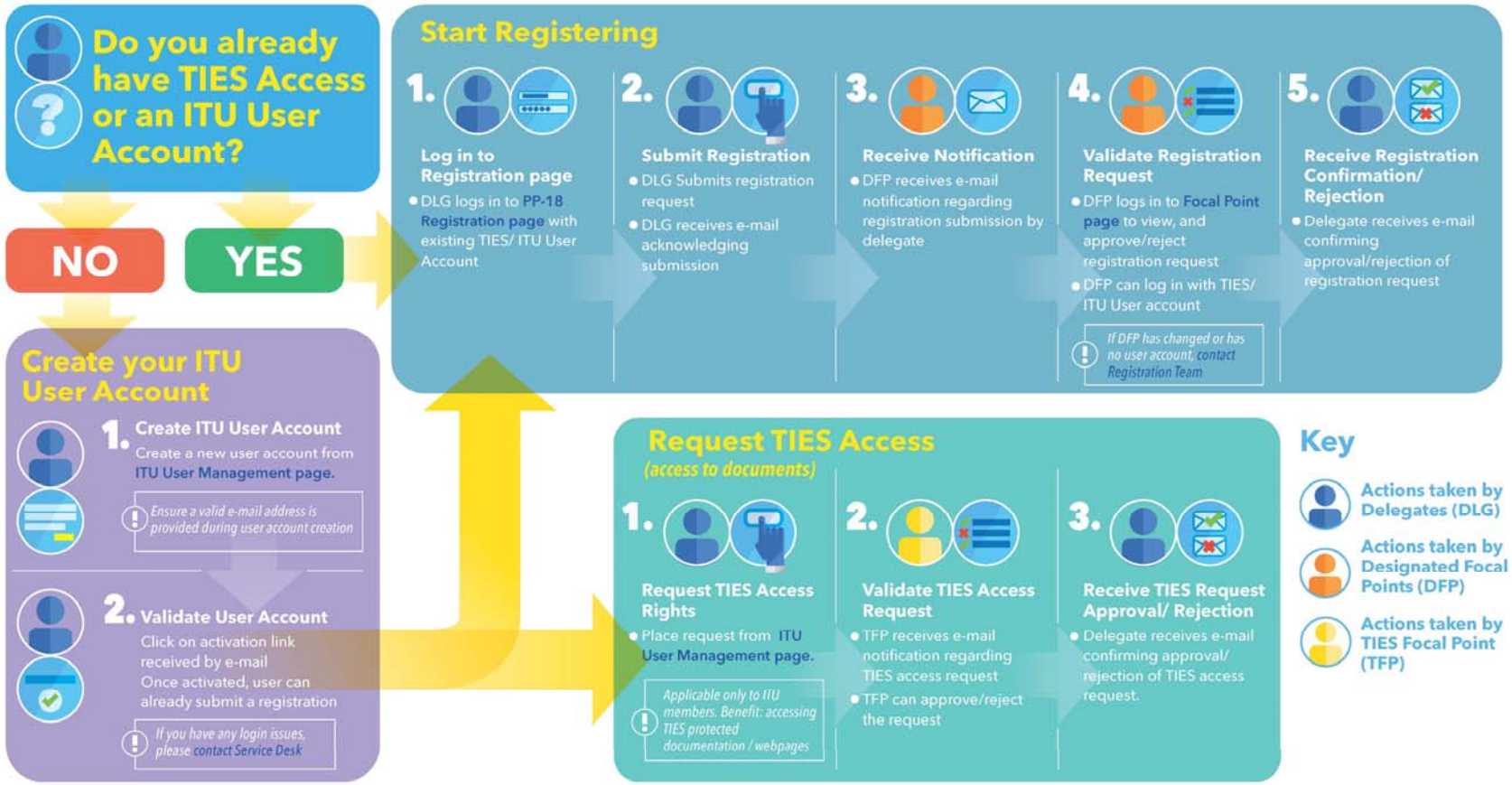
Access to Conference documents

- The Conference will be conducted in a **paperless manner**.
- PP-18 documents are published on the Conference website in accordance with the **ITU Information/document access policy** as adopted by the 2016 Session of Council.
- **TIES access** might be necessary to access documents.
- Delegate who are not yet in possession of a TIES access are invited to request TIES access through their ITU User Account.
- To create an ITU User Account see registration slide below

Register for PP-18 and request a visa

- **Registration opened on 28 May 2018 at the following page:**
  www.itu.int/pp/registration
- **In order to register for PP-18, you must have an ITU user account or TIES access**
- Entry visas to the United Arab Emirates cannot be obtained through the ITU secretariat.
  Participants can **complete visa information via the online registration form**.
  Visa request, together with participant passport details, will be transmitted to the authorities of the United Arab Emirates.
  In addition, participants still have to **proceed officially with visa** request through the Host Country website at **www.pp18dubai.ae/visa.php**

Registration process explained



ITUPP DUBAI 2018
29 October - 16 November
Dubai, United Arab Emirates

Special arrangements for high-level delegates

Circular Letter **CL-18/29** (https://www.itu.int/md/S18-SG-CIR-0029/en) was sent on 28 May 2018, including information regarding:

- Special procedures for high-level delegates' registration (it will be made available by the end of June)
- Transportation and VIP welcome
- General policy statements from high-ranking delegates
- VIP room booking
- Close protection

Policy statements

- High-ranking officials will be invited to deliver policy statements addressing the vision, mission and strategic goals of the Union.
- Statements may include national accomplishments, commitments, announcements of new partnerships and initiatives.
- Policy statements will be delivered from the podium.
- Each intervention will be limited to **3** minutes.
- A full and longer speech can be posted on the ITU PP website.
- Requests should be made online on the ITU PP website at www.itu.int/pp/policy-statements.

Guidelines to support preparation of Policy Statements

Delegations are invited to focus on the proposed framework of the **5 Strategic Goals**
http://plenipotentiary.itu.int/web/pp-18/uploads/pp-18-guidance-policy-statements-en.pdf

Areas that could be covered are presented below:

Accomplishments
- Highlight good practices and experiences in contributing to the Connect 2020 Agenda

National vision and plans
- Share the vision and plans for the period beyond 2020.
- Focus on one of the 5 Goals

Commitments and Initiatives
- Announce national initiatives and commitments

Support by ITU
- How can ITU better support Member States in achieving the new strategic goals?

Host Country information

- Further information about Dubai and hotel reservations will be available on the Host country website: www.pp18dubai.ae.
- Practical information to prepare your travel will be available at www.itu.int/pp/practical-info.

Contribute to greening the PP

- In line with its commitment to reducing its carbon footprint, ITU is undertaking efforts to make PP-18 as "green" as possible
- You will find how you can contribute to greening the PP-18 at the following page: **www.itu.int/greenpp**

Thank You

For further info,
contact gbs@itu.int