

World Telecommunication Development Conference (WTDC-14)

Dubai, 30 March – 10 April 2014



**Addendum 2 to
Document WTDC14/23-E
5 February 2014
Original: Russian**

SOURCE: ITU Member States, members of the Regional Commonwealth in the field of Communications (RCC) (see Annex 1 to Document WTDC14/23)

TITLE: Further development of electronic working methods for the work of the ITU Telecommunication Development Sector

Introduction

In Resolution 167 (Guadalajara, 2010) of the Plenipotentiary Conference, on strengthening ITU capabilities for electronic meetings and means to advance the work of the Union, it is stated:

... that ITU should further develop its facilities and capabilities for remote participation by electronic means in appropriate meetings of the Union, including working groups...

and the Directors of the Bureaux are instructed

to take action, in consultation with the Sector advisory groups, in order to provide appropriate electronic participation or observation facilities in Sector meetings for delegates unable to attend face-to-face meetings.

Electronic working methods can provide significant benefits for ITU-D including widening to the maximum extent possible the engagement of the ITU membership from around the world, reducing the need for face to face meetings, reducing travel and costs, and providing a beneficial contribution to environment protection.

Proposal**RCC/23/5**

The following draft new WTDC resolution, entitled "Further development of electronic working methods for the work of the ITU Telecommunication Development Sector", is proposed.

ADD**DRAFT NEW RESOLUTION (Dubai, 2014)****Further development of electronic working methods for the work of the
ITU Telecommunication Development Sector**

The World Telecommunication Development Conference (Dubai, 2014),

recalling

- a) Resolution 167 (Guadalajara, 2010) of the Plenipotentiary Conference, on strengthening ITU capabilities for electronic meetings and means to advance the work of the Union;
- b) Resolution 66 (Rev. Guadalajara, 2010) of the Plenipotentiary Conference, on documents and publications of the Union, regarding the electronic availability of documents;
- c) Resolution 32 (Rev. Dubai, 2012) of the World Telecommunication Standardization Assembly (WTSA), on strengthening electronic working methods (EWM) for the work of the ITU Telecommunication Standardization Sector (ITU-T), and the implementation of EWM capabilities and associated arrangements in the work of ITU-T,

considering

- a) the rapid technological change in the field of telecommunications and the associated policy, regulatory and infrastructure adaptations required at national, regional and global levels;
- b) the consequent need for the widest possible engagement of the ITU membership from around the world to address these matters in the work of the Union;
- c) that developments in technologies and facilities for the holding of electronic meetings and the further development of EWM will enable more open, rapid and easy collaboration between participants in the activities of ITU, which may be paperless;
- d) that the implementation of EWM capabilities and associated arrangements will have significant benefits for the membership of the ITU Telecommunication Development Sector (ITU-D), including resource-limited individuals, organizations and States, by allowing them timely and effective access to standards information and the standards-making and approval process;
- e) that EWM will be advantageous towards improving communication among members of ITU-D and between other relevant standardization organizations and ITU, towards globally harmonized standards;
- f) the key role of the Telecommunication Development Bureau (BDT) in providing support to EWM capabilities,

recognizing

- a) the budgetary difficulty developing countries have in participating actively in face-to-face ITU-D meetings;
- b) that numerous ITU-D meetings and ITU meetings as a whole are already available as audio and video webcasts and that use of videoconferencing, audioconference calls, real-time captioning and web-based collaboration tools for electronic participation in certain types of meetings have been advanced in meetings of the Sectors and the General Secretariat,

mindful

that some activities and procedures associated with certain ITU-D meetings still require direct face-to-face participation by the Union's membership,

noting

- a) that, as an alternative to face-to-face meetings, there are benefits in utilizing electronic meetings to progress discussions;
- b) that the existence of electronic meetings, with well-documented rules and procedures, will help ITU-D in widening the involvement of potential stakeholders, particularly from developing countries, who are unable to participate in face-to-face meetings;
- c) that electronic meetings may lead to increased efficiency of the activities of ITU-D and reduction of costs for all parties, for example by reducing the need for travel and reducing the need for printed copies of documents, thereby contributing to climate neutrality;
- d) that different modes of participation are suitable for different types of meetings;
- e) that there is a need for procedures to ensure fair and equitable participation by all;
- f) that electronic meetings can contribute to bridging the digital divide;
- g) that there needs to be a coordinated and harmonized approach to the EWM technologies used, both in ITU-D and in ITU as a whole,

noting further

- a) the desire of members to receive documents in electronic format in a timely manner and the need to reduce the increasing amount of hard copy documentation generated during meetings and dispatched by mail;
- b) that many forms of EWM have already been implemented by ITU-D, such as electronic document submission and the electronic forum service;
- c) the preferred use of portable computers by members during meetings;
- d) the advantage to the membership of facilitating greater electronic participation in the work of rapporteur groups, study groups and the Telecommunication Development Advisory Group (TDAG), in particular by members unable to participate in meetings in Geneva and elsewhere;
- e) the difficulties in bandwidth availability and other constraints, particularly in developing countries;
- f) the economies possible from enhancing ITU-D EWM capabilities (e.g. reduced costs for distribution of paper documentation, travel costs, etc.);

g) the experience gained by the other ITU Sectors and other organizations of collaboration using EWM,

resolves

1 to further develop facilities and capabilities for remote participation by electronic means in appropriate meetings of ITU-D;

2 to build upon trials for electronic meetings, such that their subsequent implementation is technologically neutral, to the greatest extent possible, and cost effective, in order to allow broad participation satisfying the necessary security requirements;

3 that the principal EWM objectives of ITU-D are:

- that collaboration between ITU-D members on the development, dissemination and approval of texts should be by electronic means;
- that BDT, in close collaboration with the Radiocommunication Bureau (BR) and Telecommunication Standardization Bureau (TSB), should provide facilities and capabilities for EWM at meetings, workshops and trainings, particularly to assist developing countries, least developed countries, small island developing States, landlocked developing countries and countries with economies in transition that have bandwidth limitations and other constraints;
- to encourage electronic participation of developing countries in ITU-D meetings, by providing simplified facilities and guidelines, and by waiving any expenses on those participants, other than the local call or Internet connectivity charges;
- that BDT should provide all members of ITU-D with appropriate and ready access to electronic documentation for their work, including a global, unified and consolidated view of document traceability;
- that BDT should provide appropriate systems and facilities to support the conduct of ITU-D's work by electronic means; and
- that all activities, procedures, studies and reports of ITU-D study groups be posted on the ITU-D website in an easy manner to navigate and find all relevant information,

instructs the Director of the Telecommunication Development Bureau

1 to take action, in consultation with TDAG, in order to provide appropriate electronic participation or observation facilities in ITU-D meetings for delegates unable to attend face-to-face meetings;

2 to elaborate, together with the General Secretariat and Bureaux of the other Sectors, a coordinated and harmonized approach to the EWM technology used in ITU;

3 to involve TDAG in the evaluation of the use of electronic meetings and to develop further procedures and rules associated with electronic meetings, including the legal aspects;

4 to develop and maintain an EWM action plan to address the practical and physical aspects of increasing the EWM capability of ITU-D, including the use of tools such as videoconferencing;

5 to ensure that the objectives referred to in *resolves 2* above are systematically addressed in the EWM Action Plan, including individual action items identified by the ITU-D membership or BDT, and to establish their priority and management in consultation with TDAG;

6 to identify and review costs and benefits of the action items on a regular basis;

7 to report to each meeting of TDAG on the status of the Action Plan, including the results of the cost and benefit reviews described above;

8 to provide the executive authority, budget within BDT, and resources to execute the Action Plan with all possible speed;

9 to develop and disseminate guidelines for the use of ITU-D EWM facilities and capabilities;

10 to take action in order to provide appropriate electronic participation or observation facilities (e.g. webcast, audioconference, webconference/document sharing, videoconference, etc.) in ITU-D meetings, workshops and training courses for delegates unable to attend events in person, and to coordinate with BDT to assist in the provision of such facilities;

11 to provide an ITU-D website that is easy to navigate to find all relevant information, with use of the Union's six official languages on an equal footing;

12 to report to the Council on an ongoing basis on the developments made with regard to electronic meetings, in order to assess progress in their use within ITU,

instructs the Telecommunication Development Advisory Group

1 to participate in the development of an action plan on EWM and on further procedures and rules associated with electronic meetings, including the legal aspects;

2 to review the status of the EWM Action Plan on a regular basis,

invites Sector Members of the ITU Telecommunication Development Sector

to assist BDT in implementing the EWM Action Plan.
