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**COMMITTEE 4**

**Document 131-E**  
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**COMMITTEE 6**

**FOURTH SERIES OF TEXTS SUBMITTED BY  
COMMITTEE 6 TO THE EDITORIAL COMMITTEE**

The following texts have been adopted and are submitted to the Editorial Committee for consideration and subsequent transmission to the Plenary Meeting.

<b>Action</b>	<b>Title</b>
MOD	RESOLUTION 25
	RESOLUTION 94
	RESOLUTION 144
	RESOLUTION 154

Caroline GREENWAY  
Chairman, Committee 6

**Annex:** 19 pages

MOD COM6/131/1

RESOLUTION 25 (REV. ~~GUADALAJARA, 2010~~BUSAN, 2014)

**Strengthening the regional presence**

The Plenipotentiary Conference of the International Telecommunication Union  
(~~Guadalajara, 2010~~Busan, 2014),

*considering*

- a) ~~the need for~~ the benefits to the population of telecommunications/information and communication technologies (ICTs) and the need to promote their greater availability in developing countries ~~to keep up with the increasing pace of development of new technologies for the benefit of their population;~~
- b) that the ~~enhanced~~ development of national and regional telecommunication/information and communication technology (ICT) infrastructures ~~would narrow~~ assists in narrowing the national and global digital divides;
- c) ~~that the three Sectors of the Union could assist Member States in various issues concerning, in particular, developing countries, as specified in the Hyderabad Action Plan adopted by the World Telecommunication Development Conference (WTDC)~~ the commitment of the Member States of the ITU to promoting access to telecommunications/information and communication technologies (ICTs) at affordable prices, with special attention to the most disadvantaged sectors,

*recalling*

- a) ~~the United Nations' Joint Inspection Unit (JIU) 2009 report on the effectiveness of the ITU regional presence;~~
- ~~ba)~~ Resolution 123 (Rev. ~~Guadalajara, 2010~~Busan, 2014) ~~of this conference,~~ on bridging the standardization gap between developing and developed countries;
- ~~eb)~~ Resolution 5 (Rev. ~~Hyderabad, 2010~~Dubai, 2014) of WTDC, on enhanced participation by developing countries in the activities of the Union;
- ~~ec)~~ Resolution 48 (~~WRC-95RA-2007~~) of the ~~World Radiocommunication Conference~~Radiocommunication Assembly, on strengthening the regional presence in the radiocommunication study group work;
- ~~e)~~ ~~Resolution 17 (Rev. Johannesburg, 2008) of the World Telecommunication Standardization Assembly (WTSA), on telecommunication standardization in relation to the interests of developing countries;~~
- ~~fd)~~ Resolution 44 (Rev. ~~Johannesburg, 2008~~Dubai, 2012) of WTSA, on bridging the standardization gap between developing and developed countries;
- ~~ge)~~ Resolution 57 (~~Johannesburg, 2008~~Rev. Dubai, 2012) of WTSA, on strengthening coordination and cooperation among the ITU Radiocommunication Sector (ITU-R), the ITU Telecommunication Standardization Sector (ITU-T) and the ITU Telecommunication Development Sector (ITU-D) on matters of mutual interest;

f) the 2009 UN Joint Inspection Unit report, that made a number of recommendations on ways to improve the ITU regional presence,

*recognizing*

~~a) the difficulty faced by many countries, particularly developing countries, including the least developed countries, small island developing states, landlocked developing countries and countries with economies in transition, as well as countries~~ with stringent budgetary constraints, in participating to participate in the activities of ITU, ~~including the conferences and meetings of the three Sectors;~~

~~b) the urgent need to adapt the mandate, priorities, expertise and working methods of the regional presence towards partnerships in project implementation and activities, which would necessarily involve strengthening the relationship between ITU and regional telecommunication organizations, as foreseen in Resolution 58 (Rev. Guadalajara, 2010) of this conference,;~~

b) the outcome indicators for the objectives and the revised KPIs for the outputs as elaborated by TDAG following instructions by WTDC-14,

c) that regional offices are an extension of the ITU as a whole, and that, therefore, ITU capacity to hold electronic meetings as provided for by Resolution 167 (Rev. Busan, 2014) will serve to build up the effectiveness of the Union's activities, including project implementation as set forth in Resolution 157 (Rev. Guadalajara, 2010) of this Conference,

*convinced*

~~a) of the importance of that~~ the regional presence ~~in enabling ITU to work~~ is a tool of the ITU for working as closely as possible with its ~~Member States and Sector Members, improving the dissemination of information~~ membership, serving as a channel for disseminating information, on its activities, ~~and~~ developing closer ties with regional and subregional organizations and providing technical assistance to countries in special needs;

b) of the importance of continuing to strengthen coordination between the Telecommunication Development Bureau (BDT), ~~the other Bureaux~~ the Telecommunication Standardization Bureau (TSB), the Radiocommunication Bureau (BR), and the General Secretariat;

~~c) — of the importance of increasing the technical expertise and knowledge of the human resources allocated in regional and area offices;~~

~~c)~~ that the regional and area offices enable ITU to be more aware of and more responsive to the specific needs of the regions;

~~e) — that the regional and area offices should provide enhanced technical assistance to countries with development needs;~~

~~fd)~~ that resources are limited, and that efficiency and effectiveness are therefore key considerations for activities to be undertaken by ITU, as well as of the need to consolidate the technical expertise and knowledge of the human resources assigned to regional and area offices;

~~ge)~~ that, to be effective, the regional presence must have the necessary level of authority to meet the diverse requirements of the ~~Member States~~ membership;

~~hf)~~ that adequate online access between headquarters and the field offices significantly enhances technical cooperation activities significantly;

~~ig)~~ that all relevant electronic information available at headquarters should also be available to regional offices;

~~jh) that strengthened regional presence will create efficiencies and greater convenience for Member States, that full engagement and commitment from the regional and area offices is fundamental for the successful implementation of the strategic plan for the Union and the Dubai Action Plan,~~

*noting*

~~a) that joint projects involving the collaborative efforts of the role that should be assumed by the ITU regional offices in executing projects related to the regional initiatives and the need to promote greater collaboration with the and certain regional telecommunication organizations have already been very successfully implemented in some regions;~~

b) that both the Plenipotentiary Conference and the ITU Council have endorsed the principle that regional and area offices should be entrusted with clear and specific functions;

c) that there should be greater cooperation among BDT, the other Bureaux and the General Secretariat in order to encourage participation by the regional offices in their respective spheres;

d) that there is a need ~~to evaluate~~ for ongoing evaluation of the staffing requirement for regional and area offices;

~~e) — that the JIU report made a number of recommendations on ways to improve the ITU regional presence, finding also that members expressed appreciation for the work of the offices, especially in the areas of human capacity building, direct country assistance, dissemination of information and preparation for major ITU events and in formulating regional positions in regard to major issues and trends in telecommunications,~~

*noting also*

that regional and area offices represent the presence of the entire Union, that their activities should be linked to ITU headquarters and should reflect the coordinated objectives of all three Sectors, and that regional activities should enhance the effective participation of all members in ITU work,

*resolves*

1 ~~to undertake a comprehensive evaluation~~ to continue the review of the strengthening of the ITU regional presence in the interval between two consecutive plenipotentiary conferences;

~~2 — that, within the scarce existing resources of the Union, the regional presence shall be further strengthened and kept under review in the interests of meeting the continually evolving requirements and priorities of each region, the first objective being to maximize the benefits of the regional presence for the whole of the Union's membership;~~

~~2~~ to strengthen the functions of the regional offices so that they can play a part in the implementation of programs and projects in the framework of the Regional Initiatives, within the resources allocated by the Financial Plan;

3 ~~that a broadening of the information dissemination functions of the regional presence is required in order to ensure that all of the activities and programmes of the Union are represented,~~ that regional offices play a key role in facilitating the technical discussions on regional matters and the dissemination of information and results of activities of all three Sectors of the

ITU, while avoiding the duplication of such functions ~~between with~~ headquarters ~~and the regional offices~~;

4 that the regional and area offices shall be empowered to make decisions within their mandate, while the coordination functions and the balance between ITU headquarters and the regional and area offices should be facilitated and improved, ~~in accordance with the strategic plan for the Union for 2012-2015, in order to achieve a better balance of work between headquarters and the regional offices~~;

5 that the regional and area offices should contribute, to the extent practicable, inter alia, to the annual four year rolling operational plans of the General Secretariat and of the three Sectors, with content specific to each regional and area office, linked to the Strategic Plan for the Union for 2016-2019 and the Dubai Action Plan, then set up and continue to publish the annual plan/events on ITU website for implementation;

56 that ~~priority shall be given to implementing all elements that~~ regional and area offices shall actively engage in the implementation of the strategic plan for the Union for ~~2012-2015 with a view to strengthening the regional presence, in particular:~~ 2016-2019, in particular with respect to the four strategic goals, all sectoral and intersectoral objectives and in following up on the accomplishment of the strategic targets;

- ~~i) to expand and strengthen the regional and area offices by identifying functions which could be decentralized and implementing them as soon as possible;~~
- ~~ii) to review the internal administrative procedures pertaining to the work of the regional offices, with a view to their simplification and transparency and enhancement of work efficiency;~~
- ~~iii) to assist countries in implementing the projects defined in Resolution 17 (Rev. Hyderabad, 2010) of WTDC;~~
- ~~iv) to establish clear procedures for consulting Member States, giving Member States the opportunity to review the consolidated regional initiatives and provide feedback to help prioritize them, and keeping Member States informed on project selection and funding;~~
- ~~v) to provide the regional and area offices with greater autonomy in terms both of decision-making and of addressing the crucial needs of the Member States in the region, including, but not limited to:~~
  - ~~• functions relating to the dissemination of information, provision of expert advice and hosting of meetings, courses and seminars;~~
  - ~~• any functions and tasks that may be delegated to them relating to the preparation and implementation of their own budgets;~~
  - ~~• ensuring their effective participation in discussions on the future of Union and on strategic issues concerning the telecommunication/ICT sector;~~

67 that regional and area offices shall actively engage in the implementation of the Dubai Action Plan, in particular with respect to the five Objectives and their respective Outcomes, the 15 Outputs and the 30 Regional Initiatives;

78 that the regional and area offices shall actively engage in the realization of the Outcomes Indicators and Key Performance Indicators as identified by the Dubai Action Plan and by TDAG;

~~69~~ that cooperation between the ITU regional and area offices, relevant regional organizations and other international organizations dealing with development and financial matters should continue to be improved, in the interests of optimizing the use of resources and avoiding duplication, and that Member States should be kept updated through BDT, where necessary, in order to ensure that their needs are being met in a coordinated and consultative fashion;

~~710~~ that regional meetings should be organized in the various regions by the relevant Sectors, particularly ITU-D, in collaboration with that the regional offices shall be fully involved in the organization of regional events/meetings/conferences, in close collaboration with the General Secretariat, the relevant Bureau(x) and the regional organizations, in order to improve the effectiveness of the corresponding global meetings and facilitate better participation increase efficiency in the coordination of such events, avoid duplication of events/topics and take benefit from the synergy of the Bureaux and regional offices;

~~11~~ that, for the effective performance of their duties, regional offices must have sufficient resources, within the resources allocated by the Financial Plan, including the technological platforms to hold electronic meetings and electronic working methods (EWM) with their Member States;

~~812~~ that substantial-sufficient resources have to be made available in order for BDT to be able to operate effectively in the interests of narrowing the telecommunication gap between the developing and developed countries, thereby supporting endeavours towards bridging the digital divide, and that, accordingly, the regional offices should, in coordination with ITU headquarters, take measures with a view to: implementing the Objectives as set out in the Dubai Action Plan,

~~— supporting pilot projects for the implementation of e-services/applications, analysing and disseminating their results and managing their further adaptation and development within the region;~~

~~— creating a mechanism for the purpose of:~~

~~i) — developing a suitable and sustainable business model that will result in private sector participation (companies and academic communities);~~

~~ii) — assisting in the determination of an appropriate and affordable technology to meet the needs and requirements of rural populations;~~

~~iii) — formulating a rural deployment strategy that takes account of the ICT literacy of rural populations and is relevant to their conditions and needs;~~

~~— actively assisting Member States in the area of funds-in-trust projects or projects financed from the ICT Development Fund;~~

~~9~~ that operational and financial key performance indicators (OKPIs and FKPIs) identified by the Director of BDT, in collaboration with the directors of regional offices, shall be used to evaluate BDT activities related to regional presence, and that, where regional and area offices do not meet the agreed evaluation criteria, the Council should assess the reasons and take the necessary corrective actions that it considers appropriate, in consultation with the countries concerned,

~~13~~ that the objectives and outcomes identified in the Strategic Plan for the Union 2016-2019, along with the four year rolling operational plans of the General Secretariat and of the three Sectors and the evaluation criteria identified in the Annex to this Resolution, shall be used to evaluate the regional presence. Where regional and area offices do not meet the agreed

evaluation criteria, the Council should assess the reasons and take the necessary corrective actions that it considers appropriate, in consultation with the countries concerned,

*instructs the Council*

- 1 to continue to include the regional presence as an item on the agenda of each session of the Council in order to examine its evolution and adopt decisions for its continuing structural adaptation and operation, with the aim of fully meeting the requirements of the Union's membership and giving effect to the decisions adopted at meetings of the Union, and of consolidating the coordination and complementary aspects of activities between ITU and regional and subregional telecommunication organizations;
- 2 to allocate the appropriate financial resources within the financial limits established by the Plenipotentiary Conference;
- 3 to report to the next plenipotentiary conference on the progress made in implementing this resolution;
- 4 to analyse the performance of regional and area offices based on the report of the Secretary-General ~~and on the evaluation of the OKPIs and FKPIs defined in the ITU-D operational plan, the Strategic Plan for the Union 2016-2019, the four year rolling operational plans of the General Secretariat and of the three Sectors and the evaluation criteria identified in the Annex to this Resolution,~~ and to take appropriate measures for improving the ITU regional presence;
- ~~5 to analyse the report on the results of the satisfaction survey to be conducted by the Secretary-General,~~
- ~~5 to decide, to the extent possible, on the implementation of the recommendations from the 2009 JIU report at <http://www.itu.int/md/S09-CL-C-005/en>;~~
- ~~6 to continue to consider further implementation of the recommendations from the 2009 JIU report<sup>1</sup>;~~
- ~~6 to undertake a cost-benefit analysis comparing OKPIs and FKPIs, taking into consideration resolves 9 above;~~

*instructs the Secretary-General*

- 1 to facilitate the task of the Council by providing all necessary support for strengthening the regional presence as described in this resolution;
- 2 to adapt, where necessary, the prevailing terms and conditions of host-country agreement(s) to the changing environment in the respective host country, after prior consultations with concerned countries and the representatives of the regional intergovernmental organizations of the affected countries;
- 3 to take into consideration the elements for evaluation contained in annex to this resolution;
- 4 to submit each year to the Council a report on the regional presence containing, for each specific regional ~~and area~~ office, detailed information on how the goals and objectives identified in the Strategic Plan 2016-2019 and the four year rolling operational plans of the General Secretariat and of the three Sectors are being delivered in the context of the results-based management framework. The report should include detailed information on:

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<sup>1</sup> <http://www.itu.int/md/S09-CL-C-005/en>

- i) staffing, including number of people and category of employment;
- ii) finances, including budget allocated to the offices and expenditures per Objective and Output, in accordance with the Dubai Action Plan;
- iii) evolution and development new developments, such as any extension of activities, including, among others, the extension of activities to of the three Sectors, implementation of projects and outcomes of projects, including regional initiatives, organization of seminars and workshop events/meetings/conferences, participation in events, organization of and regional preparatory meetings and attraction of new Sector Members, in coordination with regional intergovernmental organizations;

*further instructs the Secretary General*

5 to suggest appropriate measures to ensure the effectiveness of ITU's regional presence, including evaluation by JIU or by referring it to any other independent entity, taking into account the elements set out in the annex to this resolution;

6 to conduct once in every four years, within the existing financial resources, a survey of the level of satisfaction of Member States, Sector Members and regional telecommunication organizations with ITU's regional presence and to present the results in a report to the Session of Council prior to each Plenipotentiary Conference,

*instructs the Director of the Telecommunication Development Bureau*

- 1 to implement the following measures for further strengthening of the regional presence;
  - i) to expand and strengthen the regional and area offices by identifying functions which could be decentralized and implementing them as soon as possible;
  - ii) to review the internal administrative procedures pertaining to the work of the regional offices, with a view to their simplification and transparency and enhancement of work efficiency;
  - iii) to assist countries in implementing the regional initiatives defined in the Dubai Action Plan, in accordance with Resolution 17 (Rev. Dubai, 2014) of WTDC;
  - iv) to establish clear procedures for consulting Member States, in order to prioritize the consolidated regional initiatives and keep Member States informed on project selection and funding;
  - v) to solicit the specialized input from the regional and area offices to better inform decision-making and address the crucial needs of the ITU membership in the region,
  - vi) to provide the regional and area offices with greater flexibility, including, but not limited to:
    - functions relating to the dissemination of information, provision of expert advice and hosting of meetings, courses and seminars;
    - any functions and tasks that may be delegated to them relating to the preparation and implementation of their allocated budgets;
    - ensuring their effective participation in discussions on the future of Union and on strategic issues concerning the telecommunication/ICT sector,



*instructs the Director of the Telecommunication Development Bureau, in close consultation with the Secretary-General and the Directors of the Radiocommunication Bureau and the Telecommunication Standardization Bureau*

1 to take the necessary measures for further strengthening of the regional presence, as described in this resolution, and measures to ensure the effective incorporation of Radiocommunication Bureau and Telecommunication Standardization Bureau activities in the regional and area offices;

2 to support the evaluation of the effectiveness of the ITU's regional presence, taking into account the elements set out in the annex to this resolution;

~~3—to develop specific operational and financial plans for the regional presence, in collaboration with the regional offices, to be included as part of ITU's annual operational and financial plans;~~

~~4—to elaborate detailed OKPIs and FKPIs on the activities of each regional and area office, to be included as part of ITU's annual operational and financial plans, taking into consideration resolves 9 above;~~

~~53~~ to review and determine the appropriate posts, including permanent posts, in regional and area offices, and provide specialized staff on an as-needed basis to meet particular needs;

~~64~~ to fill in a timely manner the vacant posts in the regional and area offices, where appropriate, planning staff availability and giving due consideration to the regional distribution of staff positions;

~~75~~ to ensure that the regional and area offices are given sufficient priority among the activities and programmes of the Union as a whole, and that, to supervise the implementation of funds-in-trust projects and projects financed from the ICT Development Fund, they have the required autonomy, the decision-making authority and the appropriate means;

~~86~~ to take the necessary measures to improve the exchange of information between headquarters and field offices;

~~97~~ to strengthen the human resource capabilities and provide the regional and area offices with a measure of flexibility in terms of the recruitment of professional staff as well as support staff;~~2~~

~~10—to take the necessary measures to ensure the effective incorporation of Radiocommunication Bureau and Telecommunication Standardization Bureau activities in the regional and area offices;~~

*instructs the Directors of the Radiocommunication Bureau and the Telecommunication Standardization Bureau*

to continue cooperating with the Director of BDT in enhancing the ability of the regional and area offices to provide information on their Sectors' activities, as well as the necessary expertise, to strengthen cooperation and coordination with the relevant regional organizations and to facilitate the participation of all Member States and Sector Members in the activities of the three Sectors of the Union.

ANNEX TO RESOLUTION 25 (REV. ~~GUADALAJARA, 2010~~BUSAN, 2014)

**Elements for evaluation of the ITU regional presence**

The evaluation of ITU's regional presence should be based on the functions assigned to its regional offices under Annex A: "Generic activities expected of the regional presence" of Resolution 1143 adopted by the ITU Council at its 1999 session, in *resolves* 2 to 9-13 of Resolution 25 (Rev. ~~Guadalajara, 2010~~Busan, 2014) of the Plenipotentiary Conference and in other pertinent decisions.

The evaluation of the regional presence should take into account, but not be limited to, the following elements:

- a) the extent of fulfilment of the provisions of Resolution 25 (Rev. ~~Guadalajara, 2010~~Busan, 2014) by BDT, the General Secretariat and the other two Bureaux, as appropriate;
- b) how further decentralization could ensure greater efficiency at lower cost, taking into consideration accountability and transparency;
- c) a ~~biennial~~ survey, once in every four years, of the level of satisfaction of Member States, Sector Members and regional telecommunication organizations with ITU's regional presence;
- d) the extent of possible duplication between the functions of ITU headquarters and the regional offices;
- e) the degree of autonomy in decision-making currently accorded to regional offices, and whether greater autonomy could enhance their efficiency and effectiveness;
- f) the effectiveness of collaboration between the ITU regional offices, regional telecommunication organizations and other regional and international development and financial organizations;
- g) how regional presence and the organization of activities in the regions can enhance the effective participation of all countries in ITU work;
- h) the resources currently made available to the regional offices for reducing the digital divide;
- i) the identification of functions and powers that might be assigned to the regional presence in implementing the Plan of Action adopted by the World Summit on the Information Society;
- j) the optimal structure of the ITU regional presence, including the location and number of regional and area offices.

In preparing this evaluation, input should be sought from Member States and Sector Members which benefit from ITU's regional presence, as well as from the regional offices, from regional and international organizations and from any other relevant entities.

A report on the process and methodology of carrying out this evaluation-exercise-survey should be submitted by the Secretary-General to the Council at its 2012-2015 session. The Council should then consider the appropriate course of action to be taken, with a view to reporting to the ~~2014-plenipotentiary conference~~2018 Plenipotentiary Conference on the matter.

MOD COM6/131/2

RESOLUTION 94 (REV. ~~GUADALAJARA, 2010~~BUSAN, 2014)

### **Auditing of the accounts of the Union**

The Plenipotentiary Conference of the International Telecommunication Union  
(~~Guadalajara, 2010~~Busan, 2014),

*considering*

a) that the External Auditor for the years 2010 and 2011, member of the United Nations Panel of External Auditors, and appointed by the Government of the Confederation of Switzerland, audited the Union's accounts for the years 201006 and -200911 most carefully, competently and accurately;

b) that, ~~following the United Nations Panel of External Auditors is in favour of the best practice whereby the external auditor of an international organization~~

~~should be appointed in~~ an open, fair and transparent selection and appointment process, the Italian Supreme Court of Audit, manner appointed for a term of four years by Council at its 2012 session, audited the accounts for the years 2012 and 2013 most carefully, competently and accurately;

c) ~~that the ITU Council, at its 2008 session and based on a letter from the Swiss Federal Audit Office, asked the secretariat to consider the rotation of the external auditor before the 2010 plenipotentiary conference,~~

*recognizing*

that only the Plenipotentiary Conference can make the decision regarding the appointment of the external auditor,

*resolves to express*

its warmest thanks and deepest gratitude to the Government of the Confederation of Switzerland ~~and and to the Italian Supreme Court of Audit its hope that the existing arrangements~~ for the auditing of the Union's accounts ~~may be renewed in the short term,~~

*instructs the Secretary-General*

1 to bring this resolution to the notice of the Government of the

Confederation of Switzerland and of the President of the Italian Supreme Court of Audit;

2 to propose to the Council a renewal of the mandate of the Italian Supreme Court of Audit, or initiate, ~~when-if~~ considered appropriate by the Council, tendering arrangements for the selection of the external auditor ~~consistent with the best practice described under considering b) above~~, and to report back to the Council ~~on the process;~~

3. to publish on an annual basis and after consideration of these by the Council, the reports of the external auditor, on a publicly accessible page of the Union's web site.

MOD COM6/131/3

RESOLUTION 144 (~~ANTALYA, 2006~~ REV. BUSAN, 2014)

**Availability of model host-country agreements in advance for conferences and assemblies of the Union held away from Geneva**

The Plenipotentiary Conference of the International Telecommunication Union (~~Antalya, 2006~~ Busan, 2014),

*recalling*

a) the relevant provisions of the General Rules of conferences, assemblies and meetings of the Union, particularly:

- sections 1, 2 and 3 of Chapter I thereof concerning the holding of conferences and assemblies when there is an inviting government, and

- section 12 of Chapter II thereof concerning setting up of committees;

b) the relevant provisions of Article 5 of the ITU Convention concerning duties and responsibilities of the General Secretariat, and particularly No. 97, which provides that the Secretary-General shall provide, where appropriate in cooperation with the inviting government, the secretariat of conferences of the Union;

c) Resolution 5 (Kyoto, 1994) of the Plenipotentiary Conference, which considers that there are advantages in holding certain conferences and meetings in countries other than the headquarters country;

d) that Resolution 5 (Kyoto, 1994) resolves that invitations to hold conferences and assemblies of the Union away from Geneva should not be accepted unless the host government agrees to defray the additional expenditure involved;

e) that Resolution 5 (Kyoto, 1994) resolves that invitations to hold development conferences and meetings of the study groups of the Sectors away from Geneva should not be accepted unless the host government provides at least adequate premises and the necessary furniture and equipment free of charge, except that in the case of developing countries equipment need not necessarily be provided free of charge by the host government, if the government so requests;<sup>72</sup>

f) that Resolution 175 (Guadalajara, 2010) of the Plenipotentiary Conference, resolves to take account of persons with disabilities in the work of ITU,

*considering*

a) that the conferences and assemblies of the Union have high importance due to the powers conferred on them and the effects they have;

b) that it is important to remove barriers that limit participation of persons with disabilities;

c) that webcasting and captioning are invaluable tools, which benefit persons with disabilities and specific needs;

- bd)* that the precise place and exact dates of conferences and assemblies must be fixed in accordance with the provisions of Articles 1 and 3 of the Convention, following consultations with the inviting government;
- ee)* that the decision to accept an invitation to hold a conference or assembly of the Union away from Geneva is usually taken by the Council;
- ef)* that preparations for conferences and assemblies require extensive work, which includes various installations and facilities as well as the planning and organization of logistic services in a timely fashion for the smooth functioning of the conference or assembly;
- eg)* that, when there is an inviting government, the General Secretariat defines the conditions and requirements of the conference or assembly in a host-country agreement and annexes thereto,

*considering, however*

- a)* that past and current experience demonstrates that host-country agreements show significant variations not only from one conference or assembly to another, but also for different host countries;
- b)* that host-country agreements and their annexes require the inviting government to deploy the necessary financial and human resources for the preparatory work;
- c)* that requirements for the inviting governments usually differ from the facilities provided by ITU for conferences and assemblies held and organized by ITU in Geneva, resulting in additional effort and expenditures;
- d)* that the conditions attached to host-country agreements and annexes thereto are of significance in the decision-making process of a government considering whether to invite and host a conference or assembly of the Union;
- e)* that the availability of the texts of the host-country agreement and annexes thereto well in advance of a conference or assembly will not only increase transparency but also will serve as a measure for the Union to accept the invitation and for the governments to take a decision on an invitation to hold a conference or assembly;
- f)* that, as things stand at present, finalization of the complete text of the host-country agreement and its annexes takes a long time, which in turn leaves the inviting government very little time to not only complete the domestic ratification procedures but also fulfil all the commitments and requirements laid down in the above-mentioned texts,

*recognizing*

national sovereignty and the different national laws of the Member States,

*resolves*

that model host-country agreements and the annexes thereto, including the requirements in terms of basic infrastructure taking into account the needs of persons with disabilities and persons with specific needs including accessible facilities, arrangements for webcasting facilities and captioning (including transcripts of the captioning) when convening conferences, assemblies and meetings for the Union as articulated in Chapter II, Section 12 Setting up of committees of the General Rules Of Conferences, Assemblies And Meetings Of The Union considering the financial and technical limitations, shall be provided at least two years before the proposed date of any

conference or assembly, in order to facilitate the work of Member States wishing to offer to host the conference or assembly under well-defined conditions,

*instructs the Secretary-General*

- 1 to prepare model host-country agreements and the annexes thereto, including the requirements in terms of basic infrastructure, for each of the conferences and assemblies of the Union, at least two years before the proposed date of the conference or assembly;
- 2 to submit the model of host-country agreements and the annexes thereto to the Council, for consideration and adoption of any measures that may be appropriate;
- 3 to provide the model host-country agreements and the annexes thereto, including the requirements in terms of basic infrastructure, to the Member States before any decision is taken concerning the selection of the host country for the conference or assembly,

*instructs the Council*

to review and adopt, at its first session after they have been made available, model host-country agreements and the annexes thereto, including the requirements in terms of basic infrastructure, and arrangements for webcasting facilities and captioning (including transcripts of the captioning) for each of the conferences and assemblies of the Union, and to adopt any measures that may be appropriate.



MOD COM6/131/4

RESOLUTION 154 (REV. ~~GUADALAJARA, 2010~~BUSAN, 2014)

### Use of the six official languages of the Union on an equal footing

The Plenipotentiary Conference of the International Telecommunication Union  
(~~Guadalajara, 2010~~Busan, 2014),

*recalling*

- a) United Nations General Assembly Resolution 67/292, on multilingualism;
- ~~a~~ b) Resolution 154 (Rev. Guadalajara, 2010~~Antalya, 2006)~~ of the Plenipotentiary Conference;
- ~~b~~ c) Resolution 115 (Marrakesh, 2002) of the Plenipotentiary Conference;
- ~~c~~ d) Resolution 104 (Minneapolis, 1998) of the Plenipotentiary Conference;
- ~~d~~ e) Resolution 66 (Rev. Guadalajara, 2010) of ~~this the~~ Plenipotentiary Conference;
- f) Resolution 165 (Rev. Guadalajara, 2010) of the Plenipotentiary Conference;
- g) Resolution 168 (Rev. Guadalajara, 2010) of the Plenipotentiary Conference,

*reaffirming*

the fundamental principle of equal treatment of the six official languages, as enshrined in Resolutions 115 (Marrakesh, 2002) and 154 (Rev. Guadalajara, 2010~~Antalya, 2006~~), on the use of the six languages on an equal footing,

*noting with satisfaction and appreciation*

- a) the steps taken so far to implement Resolution 115 (Marrakesh, 2002) as from 1 January 2005 and Resolution 154 (Rev. Guadalajara, 2010~~Antalya, 2006~~);
- b) the progress made in the successful implementation of Resolution 104 (Minneapolis, 1998) and resulting efficiencies and economies;
- c) the progress made in the implementation of Resolution 154 (Rev. Guadalajara, 2010) in regard to alignment of working methods and optimization of staffing levels in the six languages, linguistic unification of databases for definitions and terminology and centralizing editing functions;
- d) ITU participation in the International Annual Meeting on Language Arrangements, Documentation and Publications (IAMLADP),

*recognizing*

- a) that translation is an essential element of the work of the Union that enables a common understanding between all ITU Membership on the important issues under discussion;
- ~~a~~ b) the importance of maintaining and improving the multilingual content of services required by the universal character of United Nations system organizations, as called for in the United

Nations Joint Inspection Unit report on *Multilingualism in the United Nations System* (Document JIU/REP/2002/11);

~~b) that, notwithstanding the successful implementation of Resolution 115 (Marrakesh, 2002), for various reasons the switchover to six languages cannot be achieved overnight, and a "transition period" to full implementation is inevitable;~~

~~c) — that, in order to achieve such full implementation, it is necessary also to align working methods and optimize staffing levels in the six languages;~~

d) the work accomplished by the Council Working Group on Languages, as well as the ~~start-made~~ work by the secretariat to implement the working group's recommendations as agreed by the Council at its ~~2006-2009~~ session, in particular with regard to the unification of linguistic databases for definitions and terminology and the centralization of editing functions, the integration of the terminology database for Arabic, Chinese and Russian as well as harmonizing and unifying working procedures in the six language services,

*recognizing further*

the budget constraints facing the Union,

*resolves*

to continue to take all necessary measures to ensure use of the six official languages of the Union on an equal footing and to maximize provide interpretation and the translation of ITU documentation ~~in the six languages on an equal footing~~, although some work in ITU (for example working ~~groups parties, study groups,~~ regional conferences) might not require the use of all six languages,

*instructs the Secretary-General, in close collaboration with the Directors of the Bureaux*

to present annually to Council and to the ITU Council Working Group on Languages (CWG-LANG), beginning in 2015, a report containing:

- evolution of the budget for translation of documents to the six official languages of the Union since 2010 taking into consideration variations of the quantity of the translation services provided in each year;
- procedures adopted by other international organizations inside and outside of the UN Systems and benchmark studies on their costs of translation;
- initiatives employed by the General Secretariat and the three Bureaux to increase efficiencies and cost savings on the implementation of this Resolution and compare them to the evolution of the budget since 2010;
- alternative translation procedures feasible to be adopted by the ITU and their advantages and disadvantages;
- progress made on the implementation of measures and principles for translation and interpretation adopted by Council in its 2014 session,

*instructs the Council*

1 to analyze the adoption by the ITU of alternative translation procedures, in order to reduce the expenditures with translation and typing in the budget of the Union, while maintaining or improving the current quality of translation and the correct use of technical telecommunication terminology;

~~12~~ to ~~review the interim analyse, including through the use of appropriate indicators, application of the updated~~ measures and principles for interpretation and translation ~~adopted by the Council at its 2014 session proposed by the three Sectors and the General Secretariat, in order to adopt final measures,~~ taking into consideration the financial constraints, and bearing in mind the ~~ultimate~~ objective of full implementation of treatment ~~of the six official languages~~ on an equal footing;

~~23~~ to pursue and monitor appropriate ~~structural-operational~~ measures, such as:

- ~~fundamental to continue~~ review of ITU documentation and publication services with a view to eliminating any duplication and creating synergies;
- ~~appropriate means and measures for expediting to facilitate~~ the timely and simultaneous delivery of ~~ITU~~ ~~high-quality and efficient language services (interpretation, documentation, and publications and public-information materials)~~ in the six languages, ~~in support of the Union's strategic goals;~~
- ~~to support~~ optimum levels of staffing, including core staff, temporary assistance and outsourcing, ~~while ensuring the required high quality of interpretation and translation;~~
- ~~to continue implementation of~~ judicious ~~and efficient~~ use of information and communication technologies in language and publications activities, taking into consideration experience gained by other international organizations ~~and best practices, notably through the International Annual Meeting on Language Arrangements, Documentation and Publications (IAMLADP);~~
- ~~to continue to explore and implement all possible~~ measures to reduce the size and volume of documents (page-limits, executive summaries, material in annexes or hyperlinks), ~~and achieve greener meetings,~~ when justified, without affecting the quality and content of the documents to be translated or to be published, and bearing clearly in mind the need to comply with the United Nations system objective of multilingualism;
- ~~as a matter of priority to take, to the extent practicable, all necessary measures for equitable use of the six languages on the ITU website in terms of multilingual content and user-friendly use of the site;~~

~~34~~ to monitor the work carried out by the ITU secretariat ~~on~~ ~~in regard to:~~

- ~~paying special attention to completion of the integration of the terminology database for Arabic, Chinese and Russian and provide for the priority translation into Arabic, Chinese and Russian of terms and definitions;~~
- ~~completion of Arabic language terminology projects approved by the Council, using the funds already allocated for this purpose;~~
- merging all existing databases for definitions and terminology into a centralized system, with proper measures for its maintenance, expansion and updating;
- ~~completion and maintenance of the ITU database for telecommunication/ICT terminology and definitions, with particular emphasis on any and all language(s), in particular Arabic, for which a terminology deficit persists;~~
- ~~creating the necessary centralized editing functions for each language, on an equal footing between languages;~~

- ~~harmonizing and unifying working procedures in the six language services, and providing the six language service units them~~ with the necessary qualified staff and tools to meet their requirements in each language;
- enhancing ITU's image and the effectiveness of its public-information work, making use of all six languages of the Union, in, among other things, publishing ITU News, creating ITU websites, organizing Internet broadcasting and archiving of recordings, and issuing documents of a public-information nature, including announcements of ~~world and regional~~ ITU TELECOM ~~exhibitions and forum events~~, e-flashes and such like;

~~45~~ to ~~continue the work of~~ maintain the Council Working Group on Languages, in order to monitor progress and report to the Council on the implementation of this resolution;

~~6~~ to review, in collaboration with the Sector advisory groups, the types of material to be included in output documents and translated;

~~7~~ to continue to consider measures to reduce, without sacrificing quality, the cost and volume of documentation as a standing item, in particular for conferences and assemblies;

~~58~~ to report to the next plenipotentiary conference on the implementation of this resolution,

*invites Member States and Sector Members*

to ensure that the different language versions of documents and publications are utilized, downloaded and purchased by the corresponding language communities, for the sake of maximizing their benefit and cost-effectiveness.

to submit their contributions and inputs sufficiently early before the beginning of conferences and assemblies and to contain their size and volume to the widest extent possible.

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