

**GUIDELINES ON THE COORDINATION OF NOMINATIONS FOR  
AND EXPECTATIONS OF OFFICE BEARERS TO ITU GROUPS**  
*Guideline 17 (MC-46, Bangkok, 2022, Rev.1)*

These Guidelines set out the process for the coordination of nominations for office bearers from the Asia-Pacific region for ITU Groups<sup>1</sup>, where regional nominations from APT are expected to be invited from ITU, and the APT's expectations of these office bearers:

**1. Coordination Process**

- 1.1 Where regional nominations from APT are expected to be invited from ITU, the APT Secretariat shall commence the necessary coordination as soon as reasonably practicable or at the request of an APT Member Administration.
- 1.2 Upon receiving an invitation from ITU to coordinate nominations of office bearers, the Secretary General of the APT (hereinafter "Secretary General") shall circulate the invitation to all APT Member Administrations and request expressions of interest for the position.
- 1.3 If more than one expression of interest is received, and more than one candidate is able to perform the role and functions associated with the position outlined in Section 2, the Secretary General will discuss the nominations with the concerned APT Member Administrations to reach consensus to the extent possible, for competent and qualified candidates to be nominated from the Asia-Pacific region, taking into account the need to facilitate, promote and enhance equitable geographical distribution and gender balance.
- 1.4 APT Member Administration are encouraged to nominate candidates for the posts of chairs and vice chairs of ITU Groups to jointly promote the participation and contributions from the Asia-Pacific region to the work of ITU.
- 1.5 The Secretary General will inform the nomination of the office bearer's position to all APT Member Administrations in writing and provide their contact details.

**2. APT's expectations of office bearers**

- 2.1 The APT will not cover any costs associated with an office bearer's attendance at the ITU Groups meeting.
- 2.2 Office bearers should be available to participate in all meetings of the relevant ITU Groups.
- 2.3 If required and as appropriate, office bearers that are vice-chairs of ITU Groups should communicate openly and transparently with APT Member Administrations, for example through email correspondence, to facilitate the information flow from the relevant ITU Group to APT Member Administrations and the Secretary General.
- 2.4 If called upon to present regional views and positions during ITU Groups meetings, office bearers shall only deliver statements that have been agreed within the relevant

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<sup>1</sup> ITU Groups in this document refers to ITU Council Working Groups, Expert Groups and Committees.

work programme or in consultation with APT Member Administrations or the Secretary General as appropriate.

- 2.5 During meetings of the relevant ITU Groups, if office bearers make an intervention to present the views of their administration, they shall make a clear statement at the beginning of the intervention indicating that they are speaking as their country representative.
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