

ITU Plenipotentiary Conference 2022

26 September – 14 October
Bucharest, Romania

Drafting of ITU resolutions

June 2022



ITUPP
BUCHAREST2022





General overview

1. Introduction
2. Why consistency matters?
3. Form of ITU resolutions
4. Linguistic of ITU resolutions



Intro

Why are the outcomes of conference important and why is consistency essential?

FORM: – numbering of resolutions – format & structure of resolution – numbering of paragraphs

LINGUISTIC:
References to ITU texts,
to conferences,
countries,
abbreviations...

Why is consistency in the outcomes of conferences important?

- “unilateral instruments of international organizations”
- very useful legal means of fulfilling the organization’s purposes and missions
- often address/refer to/relevant to external stakeholders
- save time & money in document process
- Standardization. Consistency across the Union.



Numbering of the resolutions

System adopted at PP-98

- No longer review all resolutions
- Remain in force until revised/abrogated

Place name and date thus
an integral part of the
number and not to be
omitted

Not preceded by “No.”

Examples:

Resolution 7 (Kyoto, 1994)

Decision 3 (Minneapolis, 1998)

Resolution 51 (Rev. Minneapolis, 1998)

Resolution 118 (Marrakesh, 2002)

Resolution 86 (Rev. Marrakesh, 2002)

Resolution 111 (Rev. Antalya, 2006)

Resolution 165 (Rev. Dubai, 2018)

Resolution 211 (Dubai, 2018)

Resolution PLEN/1, 2, etc. (Busan, 2014)

Resolution COM5/1, 2, etc. (Busan, 2014)

Recommendation PLEN/A, B, etc. (Busan, 2014)

Recommendation COM5/A, B, etc. (Busan, 2014)

Basic format

One (long!) sentence

- The conference is the subject
- In principle - no full stops!

Separators

- Within sections: semi-colons
- Between sections: commas

Stand-alone instruments

Structure of resolutions

Preambular paragraphs

Introductory material

- Historical
- Background
- References

Authors enjoy relative freedom

Terms such as: *recognizing, considering, having noted*

often TOO LONG !!!!

Operative paragraphs

Core of the Resolution – mandating/requesting action by body/individual

More constraints in operative verbs

- Hierarchy as per structure of the Union
- Care addressing outside bodies/persons (invites/encourages/urges/instructs)

Resolution **MUST** always have a *resolves*

- If none, then prefaces first operative verb
e.g. *resolves to instruct the Secretary-General*

Paragraph numbering

Preambular paragraphs

Roman letters (italicized):
a), b), c), ...

Operative paragraphs

Arabic numerals
(no full stop): 1, 2, 3, ...
Note: no letter/number
when only one provision

Subdivisions

No rule, but avoid mixing
systems
Use: bullets, dashes, l.c.
Roman (i), (ii), (iii), ...

References to parts of resolutions and CS/CV

- in *considering c)* of Resolution
- pursuant to *instructs the Secretary-General 2* above

To CS/CV:

- 1st reference: “the ITU Constitution”, “the ITU Convention”
- 2nd reference: “the Constitution”, “the Convention”
- Joint reference: “the ITU Constitution and Convention”, “the Constitution and Convention”
- No. 123 of the Constitution
- Nos 45 and 67 of the Convention

References to other resolutions

Specify name of the adopting conference in the first occurrence:

- ...in accordance with Resolution 154 (Rev. Dubai, 2018) of the Plenipotentiary Conference
- ...Resolution 17 (Rev. Dubai, 2014) of the World Telecommunication Development Conference (WTDC)

Thereafter, no need to specify the conference:

- ...Resolution 154 (Rev. Guadalajara, 2010)
- ...Resolution 17 (Rev. Dubai, 2014) of WTDC

For another resolution of the same PP: use “of this conference”:

- ...taking account of Recommendation 123 (Rev. Busan, 2014) of this conference.

Quoting titles of other resolutions/texts



Use the format:

Resolution + number [+ conference, if necessary] + comma + on + title/content (without an initial capital).
For example:

- Resolution 50 (Rev. Hyderabad, 2010) of the World Telecommunication Development Conference, on optimal integration of information and telecommunication technologies
- Resolution 14 (Rev. Antalya, 2006), on recognition of the rights and obligations of all Sector Members of the Union.

References to conferences

Reference to conference as an entity:

“The World Radiocommunication Conference is competent to ...”

Reference to a specific conference in the past:

“the World Telecommunication Development Conference (Dubai, 2014)”

Reference to a specific event in the future:

“the forthcoming/a future/the next/a subsequent world conference on international telecommunications...”

“the 2023 world radiocommunication conference...”

- The use of conference abbreviations (e.g. WTDC-14) follows the general rules for abbreviations set out above.
- In line with the rule on two-letter abbreviations, PP (or PP-14, PP-18, etc.) should not be used.

References to countries

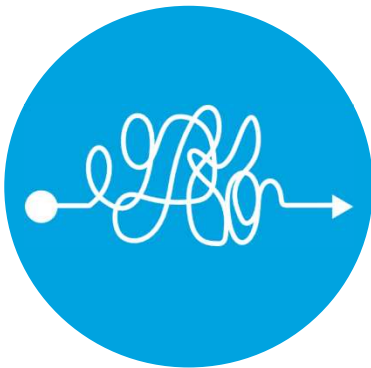
ITU Member States have two official designations:

- Long form, e.g. Kingdom of Saudi Arabia
- Short form, e.g. Saudi Arabia

<https://www.itu.int/online/mm/scripts/gensel28>

Current practice in resolutions is to use the short form.

Digression - membership



Lot of misconceptions/vagueness about ITU “membership”, leading to editorial problems

So – be precise in resolutions!!!

Member State - Sector Member - Associate - Academia

Never: Member

Avoid: member (except in member of RRB, member of a committee, etc.), membership

Abbreviations/acronyms

- ✓ NO abbreviations/acronyms in:
 - Titles
 - Introductory headers, e.g. *instructs the Director of the Telecommunication Development Bureau* [not BDT]
- ✓ First time a concept/name is used in the body of the text, write it out in full.
- ✓ If the concept/name has a recognized abbreviation, and it recurs in the body of the text:
 - Insert abbreviation in parenthesis after first occurrence
 - Thereafter, use abbreviation
- ✓ Refrain from using two-letter abbreviations.

Exceptions:

- ✓ ITU can be used without any explanation (apart from in the first, introductory paragraph of the resolution)
- ✓ Acronyms that are so well-known that people may not actually know the name of the organization may be used even when they do not recur: e.g. Internet Engineering Task Force (IETF)
- ✓ In lengthy annexes or attachments, with discretion according to specific circumstances
- ✓ Where aesthetic needs so require

Note: Abbreviation does not necessarily mean capitalizing term:
e.g. least developed country (LDC); next-generation network (NGN)

Digression - upper/lower case

The simple guiding rule is to use:

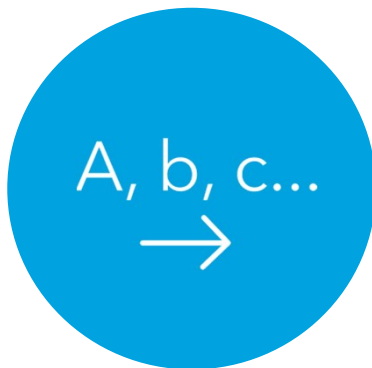
- initial capitals for the specific;
- lower case for the generic;
- lower case wherever there is any doubt.

Lots of detail in style guide

<https://www.itu.int/en/language-tools/Pages/default.aspx>



Order in lists



- If in doubt, where there is no substantive reason for a particular order, lists of countries, etc., follow the French alphabetical order
- For the ITU Sectors/Bureaux, where there is no substantive reason for a particular order, follow the order in the CS, namely R, T, D, and GS

Repetitive/recurrent text



Always try to ensure **consistency** when equivalent text is repeated or recurs, both within and between resolutions:

- “These include the least developed countries, small island developing states, landlocked developing countries and countries with economies in transition.”
- review/revision, should/subjunctive, etc.



Thank you!

For further info
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