*Annex №1\_ to Question № 51/22-19*

APPROVED BY

The Board of the RCC CAs Heads
of the Regional Commonwealth in the Field of Communications

(Decision № 51/22-19 from 24.05.2016.)

## **REGULATIONS**

**on the interaction of the Regional Commonwealth in the field of Communications with international and regional organizations in order to prepare for the ITU and UPU forums**

**1. General Regulations**

1.1. These Regulations on the Regional Commonwealth in the field of communication with international and regional organizations in order to prepare for ITU and UPU forums (hereinafter - these Regulations) determines the interaction of the Regional Commonwealth in the field of communications (hereinafter - RCC) with international and regional organizations in order to prepare the RCC for forums International Telecommunication Union (hereinafter - ITU) and the Universal Postal Union (hereinafter - UPU).

1.2. The RCC interacts with international and regional organizations to strengthen and develop mutually beneficial cooperation of the RCC with these organizations.

The purpose of the RCC preparation for ITU and UPU forums is to coordinate the positions of the RCC communications administrations and to develop a common agreed position and proposals of the RCC on the agenda issues of these forums, as well as discussion (if necessary) of relevant issues with international and regional organizations.

1.3. The RCC interaction with international and regional organizations is based on generally accepted principles and norms of international law. At the same time, RCC interests should be represented in accordance with cooperation agreements with this international or regional organization, the RCC Establishment Agreement, the RCC Charter, the RCC Strategic Activities, other RCC regulatory documents, the Board of the RCC Communications Administration Heads, the Board of the CIS Member States on Informatization at the RCC (hereinafter - the Coordination Board), as well as the RCC General Position.

1.4. The RCC interacts with international and regional organizations by the RCC Commissions and the management of the RCC Executive Committee (hereinafter - the RCC Executive Committee) within their competence. The coordination is carried out by the RCC Commission for the Coordination of International Cooperation and the RCC Executive Committee.

**2. Forms of RCC interaction with international and regional organizations**

2.1. The RCC interacts with international and regional organizations on the basis of concluded bilateral and multilateral agreements (memorandums of understanding, cooperation programs and other similar documents) and their implementation. From the RCC side, these agreements are signed by the Chairman of the Board or, on his instructions, the General Director of the RCC Executive Committee. The term of the agreement is determined by mutual agreement: the agreement may be open-ended or concluded for a specified period.

2.2. The RCC interacts with international and regional organizations through information exchange using electronic means of communication, participation in meetings of these organizations and bilateral and multilateral meetings with management, experts and experts of these organizations (hereinafter - meetings), as well as through other similar events.

2.3. The official correspondence with international and regional organizations on behalf of the RCC is carried out by the RCC Executive Committee.

2.4. The RCC Executive Committee sends information about the RCC interaction with international and regional organizations to the RCC Commission for the Coordination of International Cooperation and the RCC relevant working bodies in a timely and regular manner.

**3. Participation of representatives of the RCC communications administrations in meetings of international and regional organizations**

3.1. When receiving an invitation from an international or regional organization on the participation of RCC representatives in the meeting, the RCC Executive Committee shall inform the Chairman of the RCC Commission for the Coordination of International Cooperation, the Chairmen of relevant commissions and the RCC Communications Administrations about this. The Communications Administration, expressing the intention to send a representative to a meeting of an international or regional organization, sends an appeal to the RCC Executive Committee.

3.2. RCC interests can be defended by several representatives from different RCC communications administrations. Authorization of representatives of the RCC communications administrations to act on behalf of the RCC as part of the RCC delegation and the head of the RCC delegation at the meeting of an international or regional organization is determined by the leadership of the RCC Executive Committee in coordination with the Chairman of the RCC Profile Commission. The RCC Executive Committee shall notify the relevant international or regional organization of the decision.

3.3. At a meeting of an international or regional organization, authorized representatives of the RCC communications administrations shall speak on behalf of the RCC within the framework of the overall agreed position of the RCC, guided by the documents listed in paragraph 1.3 of these Regulations.

3.4. After the meeting, representatives of the RCC Communications Administrations from the RCC delegation will send a report to the RCC Executive Committee within 10 (ten) days with the subsequent submission of the report (information) at the meeting of the RCC Commission for the Coordination of International Cooperation and (or) the RCC Profile Commission.

**4. Organization of work of the RCC communications administrations on interaction with other regional organizations on issues of the ITU and UPU high forums**

4.1. To prepare for the ITU and ITU Supreme Forums, the RCC coordinates the positions of communication administrations and develops a common agreed position and proposals of the RCC on the agenda issues of these forums, discussing relevant issues (if necessary) with international and regional organizations, and promoting the common positions of the countries RCC participants and defending the interests of the region.

4.2. During the preparation and holding of the ITU and UPU high forums, the RCC Commission for the Coordination of International Cooperation and the RCC relevant working bodies in charge of preparing for these forums organize and hold (if necessary) bilateral and multilateral coordination meetings with other regional organizations.

4.3. Representatives of the RCC Communications Administrations participate in bilateral and multilateral coordination meetings of regional organizations as part of the RCC delegation.

The RCC delegation, as a rule, may include:

- authorized representatives of the RCC Communications Administrations;

- management of the RCC specialized working bodies, coordinators for the agenda items of the international forum included in the meeting agenda, and representatives of the RCC Executive Committee.

4.4. During the period of the ITU and UPU high forums, in order to coordinate positions between the regions, the following issues are appointed from the RCC Communications Administration and the RCC Executive Committee delegations:

- the RCC General Coordinator, who, as a rule, is the head of the RCC profile working body engaged in preparing for the forum or his authorized deputy;

- coordinators for interaction with individual regional organizations, as well as coordinators for specific forum agenda items.

The list of coordinators from the RCC on specific agenda items prepared by representatives of the RCC Executive Committee in consultation with the RCC General Coordinator and the heads of delegations of the RCC communications administrations at the forum is communicated to the RCC communications administrations.

4.5. Coordinators should negotiate regarding the RCC General Proposals and candidates from the RCC communications administrations to the ITU and UPU governing bodies with the coordinators of other regional organizations only within the overall agreed position until the forum has made a final decision on this issue.

4.6. The RCC profile body of the RCC should inform the RCC Council and the Commission for the Coordination of International Cooperation on the results of the forum and interaction with regional organizations.

**5. Organization of work of the RCC communications administrations during the work of major international ITU and UPU forums**

5.1. Prior to the start of the international forum, the RCC profile Commission and the corresponding RCC working group, along with the identification of priorities for joint activities, develop measures to overcome obstacles in achieving success in promoting the RCC General proposals, in particular:

a) analyze and evaluate the results of the previous forum;

b) develop coordinated activities, the implementation of which should be carried out by the heads of the relevant bodies of the RCC;

c) inform on the topical issues of the organization of coordination and carry out agreed activities;

d) develop and submit the RCC General Proposals for consideration by the international forum in the established manner;

e) appoint a chairman and vice-chairman (if necessary) of coordination meetings.

5.2. During the forum, regular coordination meetings are held to coordinate the participation of representatives of the RCC communications administrations in the work of the forum, to develop joint decisions on the submission of the RCC General proposals and reflect the positions of the RCC in the final documents of the forum.

5.3. At the first coordination meeting, which is held the day before the start of the forum, in accordance with previously adopted decisions of the RCC specialized working bodies, the following are clarified:

- the chairman of coordination meetings, responsible for coordinating the work of the RCC communications administration delegations at the international forum, and his deputy (if necessary). As a rule, the RCC member state is appointed as the chairman of the coordination meetings, the representative of which is the chairman (vice-chairman) of the RCC specialized working body;

- Representatives of the RCC communications administrations who monitor the consideration of documents on various agenda items in committees, commissions and working groups of the forum;

- Coordinators involved in the promotion of the RCC Common Proposals. Coordinators for each RCC General proposal are appointed representatives of the RCC communications administrations who contributed (supported). Coordinators present the RCC General Proposal, monitor and promote it until the final decision of the forum on this issue.

Coordinators carry out their activities at the forum in close cooperation with the RCC Executive Committee.

Representatives of the RCC Communications Administrations who monitor the consideration of documents on various agenda items in committees, commissions and working groups of the forum, as well as coordinators promoting the RCC General proposals, report to the coordination meetings on the work held during the forum.

5.4. The preparation and distribution of agendas of coordination meetings to representatives of the RCC communications administrations working at the forum is carried out by the RCC Executive Committee together with the chairman of the coordination meetings in coordination with the chairman of the relevant Commission (other relevant working body) of the RCC.

Agenda coordination meetings include:

- consideration of the results of the past day; speakers: representatives of the RCC communications administrations in the governing bodies of the forum; coordinators involved in promoting the RCC Common Proposals and regional initiatives;

- Consideration of the current day; Rapporteurs: Chairman of the RCC profile working group and coordinators promoting the RCC Common Proposals and regional initiatives;

- information on the progress achieved during the forum; Rapporteurs: representatives of the RCC Communications Administrations, tracking the review of documents on various agenda items in the committees and working groups of the forum coordinators involved in the promotion of the RCC Common Proposals;

- a plan for meetings with representatives of outside regional organizations;

- elaboration and adoption of agreed positions on the forum materials, as well as decisions on issues, primarily of a strategic nature, common to all RCC communications administrations.

To interact with the participants of the RCC communications administrations during the forum, it is proposed to use both basic email and the Telegram instant message transfer program (software and installation instructions are available at www.telegram.org).

The time and venue of the meetings is determined before the start of the forum and is communicated by the RCC Executive Committee to the notice of the RCC Communications Administration delegations. The RCC Executive Committee is engaged in booking meeting rooms and their technical and organizational preparation.

5.5. At the coordination meeting, as a rule, are present:

- authorized representatives of the RCC Communications Administrations;

- management of the RCC specialized working bodies;

- Coordinators on the agenda items of the forum included in the agenda of the meeting;

- Representatives of the RCC Executive Committee.

5.6. In working contacts with representatives of communications administrations of other countries, international and regional organizations on RCC interests, representatives of RCC communications administrations should adhere to the common agreed position of the RCC.

5.7. During the forum, a representative of the RCC Executive Committee regularly puts information on the RCC website on the work of the RCC communications administration delegations at the forum, on the results of meetings with other regional organizations, etc.

5.8. At the end of the forum, the coordinators who promoted the RCC General Proposals send reports on the results of the work to the chairman of the coordination meetings within 10 (ten) days. The final report is sent by the chairman of coordination meetings within 10 (ten) days to the RCC Executive Committee with the subsequent submission of the report at the meeting of the RCC Commission for the Coordination of International Cooperation and (or) the RCC Commission.

The results of the work of the forum and interaction with international and other regional organizations, the RCC profile working body should inform the RCC Council and the Commission on the coordination of international cooperation.

At meetings of the RCC specialized working bodies, designated and approved representatives of the RCC in the working bodies of ITU and UPU on a permanent basis, in accordance with the approved work plan, report to the reporting period.

**6. Final Regulations**

6.1. These Regulation shall enter into force on the date of its approval by the Board.

6.2. By decision of the Board, these Regulations may be amended and supplemented.