

INTERNATIONAL TELECOMMUNICATION UNION

Telecommunication
Development Bureau



Administrative Circular CA/39

12 March 2005

Ref: CA/39 STG
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Tel: +41 22 730 5439
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E-Mail: devsg1@itu.int
devsg2@itu.int

Subject: **Convening of the fourth meetings of ITU-D Study Groups:**

Study Group 1: 6-9 September 2005

Study Group 2: 12-15 September 2005

TO ADMINISTRATIONS OF MEMBER STATES OF THE ITU AND MEMBERS OF THE DEVELOPMENT SECTOR

Dear Sir/Madam,

1. In agreement with the Chairmen of both Study Groups I am pleased to inform you that the fourth meetings of ITU-D Study Groups will take place at the ITU Headquarters, Geneva, according to the following schedule:

Study Group 1: 6-9 September 2005

Study Group 2: 12-15 September 2005

The meetings will open at 0930 hours on the first day. Detailed information concerning the meeting rooms will be displayed on screens at the entrances of the ITU Headquarters. Interpretation will be provided for the meeting in accordance with the provisions in force.

2. Annex 1 contains two registration forms for participation in the meetings of the Study Groups. A single form per participant per study group should be completed and returned to the BDT Secretariat by **5 August 2005** at the latest. A list of Geneva hotels offering preferential ITU rates can be found on the website <http://www.itu.int/travel/>.

3. Annex 2 contains the preliminary schedule of meetings and Annex 3 the draft agendas of the plenary sessions of the Study Groups. Your comments on these are welcome.

4. The titles and definitions of the Questions to be dealt with by the Study Groups can be found on the ITU-D Study Groups website: http://www.itu.int/ITU-D/study_groups/.

5. Both study groups will consider and adopt the output reports and recommendations on each Question as well as the draft revised or new Questions for the fourth study period to be submitted to the forthcoming World Telecommunication Development Conference (WTDC-06), which will be held in Doha, Qatar, from 7 to 15 March 2006.

6. The meetings may be called to consider draft proposals of modification of WTDC-02 Resolutions 3, 4 and 9.

7. At the request of the Chairman of Study Group 2, I am pleased to inform you that Study Group 2 intends to apply the procedures described in No. 19.3 of WTDC Appendix to Resolution 4 (Rev. Istanbul, 2002) for the approval of revised Recommendation 13. The summary and location of the draft revised Recommendation proposed for approval can be found in Annex 4 (Document 1/200 can be found on the Web site at <http://www.itu.int/md/meetingdoc.asp?lang=e&type=sfolders&parent=D02-SG02-C&PageLB=25>).

8. Any contribution submitted by you for the forthcoming meetings will be highly appreciated. You may of course coordinate your proposals with other administrations and organizations from your region.

9. In accordance with ITU's policy on reducing cost and volume of documentation, in light of the ITU Plenipotentiary decisions of budgetary restrictions, and further to TDAG meeting recommendations, I would particularly encourage you to submit brief and concise contributions (preferably not more than **five (5) pages**) – in electronic form on a diskette or preferably by e-mail to: devsg1@itu.int for Study Group 1 and devsg2@itu.int for Study Group 2. A template for the submission of contributions is provided in Annex 5 and is also available on the ITU-D website. The deadline for submission of documents to be translated is **6 July 2005** for Study Group 1 and **12 July 2005** for Study Group 2. To ensure that all documents are processed correctly and translated in time for the meetings, we would be grateful if you would respect these deadlines. After that date, translation cannot be guaranteed (see Annex 6).

10. BDT will grant one fellowship to each participant from a least developed country (LDC). We are attaching the appropriate form for each study group meeting, which should be completed and returned to the BDT Secretariat by **8 July 2005** (Annex 7). The greatest possible effort will be made to satisfy these requests; however, bearing in mind the budgetary constraints, we may not be able to meet all requests. The countries beneficiaries of a fellowship may have to contribute partly to the costs of the fellowship. No more than one fellowship per country will be granted, and only to those applicants who best fulfill the requirements.

I look forward to your participation in the meetings.

Yours faithfully,

[Original signed by Mr. Hamadoun I. Touré, Director]

Hamadoun I. Touré
Director

Annexes: 7

- (1) Registration forms for 2005 meetings of Study Groups 1 and 2
- (2) Preliminary schedule of meetings
- (3) Draft agendas of the plenary sessions of the Study Groups
- (4) Draft revised Recommendation (Document 2/200)
- (5) Template for submission of contributions
- (6) Deadlines for submission/processing of contributions
- (7) Request for fellowship

Distribution:

- Administrations of Member States of the ITU;
- ITU-D Sector members;
- United Nations and United Nations Specialized Agencies;
- Contact points for ITU-D Study Groups 1 and 2



QUATRIÈME RÉUNION DE LA COMMISSION D'ÉTUDES 1 DE L'UIT-D

(Genève, 6-9 septembre 2005)

FOURTH MEETING OF ITU-D STUDY GROUP 1

(Geneva, 6-9 September 2005)

CUARTA REUNIÓN DE LA COMISIÓN DE ESTUDIO 1 DEL UIT-D

(Ginebra, 6-9 de septiembre de 2005)

Formulaire d'inscription - Registration Form - Formulario de inscripción

(LETTRES MAJUSCULES - CAPITAL LETTERS - LETRAS MAYUSCULAS)

NOM / NAME / APELLIDOS

1. M. / Mme		
Mr. / Mrs. / Ms.	_____	_____
Sr. / Sra	(nom, family name, apellidos)	(prénom, first name, nombre)
Titre/Title/Título		

REPRESENTATION / REPRESENTATION / REPRESENTACIÓN

<input type="checkbox"/>	Etat Membre de l'UIT <i>ITU Member State</i>	Pays Country	_____
	Estado Miembro de la UIT	País	_____
<input type="checkbox"/>	Chef de délégation <i>Head of delegation</i>	<input type="checkbox"/>	Chef adjoint de délégation <i>Deputy Head of delegation</i>
	Jefe de delegación		Jefe Adjunto de delegación
<input type="checkbox"/>		<input type="checkbox"/>	Délégué <i>Delegate</i>
			Delegado
(A compléter par les représentants des Etats Membres uniquement) (<i>To be completed by representatives of Member States only</i>)			
(Debe ser completado por los representantes de los Estados Miembros solamente)			
<input type="checkbox"/>	Membre du Secteur UIT-D <i>ITU-D Sector Member</i>	Nom Name	_____
	Miembro del Sector UIT-D	Nombre	_____
<input type="checkbox"/>	Autre Organisation ou Institution <i>Other Organisation or Institution</i>	Nom Name	_____
	Otra organización o institución	Nombre	_____

ADRESSE OFFICIELLE / OFFICIAL ADDRESS / DIRECCIÓN OFICIAL

Nom de l'Administration, de l'Organisation ou de l'Entité <i>Name of the Administration, Organization or Entity</i>		
Nombre de la Administración, Organización o Entidad		
Rue/Street/Calle _____		
Ville/Code/Pays <i>City/Code/Country</i>		
Ciudad/Código/País		
Tel.: _____	Fax: _____	E-Mail: _____

DOCUMENTS / DOCUMENTS / DOCUMENTOS

Je désire recevoir les documents en (une copie par délégué): <i>I wish to receive the documents in (one copy per delegate):</i>	<input type="checkbox"/>	English	<input type="checkbox"/>	Français	<input type="checkbox"/>	Español
Deseo recibir los documentos en (una copia por delegado):						

Date: <i>Date:</i> Fecha:	Signature: <i>Signature:</i> Firma:
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A retourner dûment rempli à l'UIT/BDT (Bureau T213) **avant le 5 août 2005**
To be returned duly completed to the ITU/BDT (Office T213) before 5 August 2005
A devolver debidamente completado a la UIT/BDT (Oficina T213)
antes del 5 de agosto de 2005

Place des Nations Tel.: +41 22 730 5091
CH-1211 Genève 20 Fax: +41 22 730 5484
Suisse E-mail: ellen.sellier@itu.int



QUATRIÈME RÉUNION DE LA COMMISSION D'ÉTUDES 2 DE L'UIT-D

(Genève, 12-15 septembre 2005)

FOURTH MEETING OF ITU-D STUDY GROUP 2

(Geneva, 12-15 September 2005)

CUARTA REUNIÓN DE LA COMISIÓN DE ESTUDIO 2 DEL UIT-D

(Ginebra, 12-15 de septiembre de 2005)

Formulaire d'inscription - Registration Form - Formulario de inscripción

(LETTRES MAJUSCULES - CAPITAL LETTERS - LETRAS MAYUSCULAS)

NOM / NAME / APELLIDOS

1. M. / Mme		
Mr. / Mrs. / Ms.	_____	_____
Sr. / Sra	(nom, family name, apellidos)	(prénom, first name, nombre)
Titre/Title/Título		

REPRESENTATION / REPRESENTATION / REPRESENTACIÓN

<input type="checkbox"/>	Etat Membre de l'UIT ITU Member State Estado Miembro de la UIT	Pays Country País
<input type="checkbox"/>	Chef de délégation Head of delegation Jefe de delegación	<input type="checkbox"/> Chef adjoint de délégation Deputy Head of delegation Jefe Adjunto de delegación
		<input type="checkbox"/> Délégué Delegate Delegado
(A compléter par les représentants des Etats Membres uniquement) (To be completed by representatives of Member States only)		
(Debe ser completado por los representantes de los Estados Miembros solamente)		
<input type="checkbox"/>	Membre du Secteur UIT-D ITU-D Sector Member Miembro del Sector UIT-D	Nom Name Nombre
<input type="checkbox"/>	Autre Organisation ou Institution Other Organisation or Institution Otra organización o institución	Nom Name Nombre

ADRESSE OFFICIELLE / OFFICIAL ADDRESS / DIRECCIÓN OFICIAL

Nom de l'Administration, de l'Organisation ou de l'Entité Name of the Administration, Organization or Entity		
Nombre de la Administración, Organización o Entidad		
Rue/Street/Calle		
Ville/Code/Pays City/Code/Country Ciudad/Código/País		
Tel.:	Fax:	E-Mail:

DOCUMENTS / DOCUMENTS / DOCUMENTOS

Je désire recevoir les documents en (une copie par délégué): I wish to receive the documents in (one copy per delegate): Deseo recibir los documentos en (una copia por delegado):	<input type="checkbox"/> English	<input type="checkbox"/> Français	<input type="checkbox"/> Español
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Date: Date: Fecha:	Signature: Signature: Firma:
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A retourner dûment rempli à l'UIT/BDT (Bureau T213) **avant le 5 août 2005**
To be returned duly completed to the ITU/BDT (Office T213) **before 5 August 2005**
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Place des Nations Tel.: +41 22 730 5091
CH-1211 Genève 20 Fax: +41 22 730 5484
Suisse E-mail: ellen.sellier@itu.int



INTERNATIONAL TELECOMMUNICATION UNION
**TELECOMMUNICATION
DEVELOPMENT BUREAU**

ITU-D STUDY GROUPS

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ANNEX 2

**Document 1/ADM/006-E
14 March 2005
Original: English**

FOURTH MEETING OF STUDY GROUP 1: GENEVA, 6 – 9 SEPTEMBER 2005
FOURTH MEETING OF STUDY GROUP 2: GENEVA, 12 – 15 SEPTEMBER 2005

STUDY GROUP 1

SOURCE: TELECOMMUNICATION DEVELOPMENT BUREAU (BDT)

TITLE: TENTATIVE SCHEDULE

	Tuesday 6 September 2005	Wednesday 7 September 2005	Thursday 8 September 2005	Friday 9 September 2005
<i>Morning</i>	9:30 - 10:45 Opening and first plenary session	9:30 - 10:45 Question 12-1/1	9:30 - 10:45 Question 18/1	9:30 - 10:45 Third plenary session
	11:15 - 12:30 First plenary session (contd)	11:15 - 12:30 Question 12-1/1 (contd)	11:15 - 12:30 Question 18/1 (contd)	11:15 - 12:30 Third plenary session (contd)
<i>Afternoon</i>	14:30 - 15:45 Question 10-1/1	14:30 - 15:45 Question 7-1/1	14:30 - 15:45 Second plenary session	14:30 - 15:45 Third plenary session (contd)
	16:15 - 17:30 Question 10-1/1 (contd)	16:15 - 17:30 Question 7-1/1 (contd)	16:15 - 17:30 Second plenary session (contd)	16:15 - 17:30 Third plenary session (end)



INTERNATIONAL TELECOMMUNICATION UNION
**TELECOMMUNICATION
DEVELOPMENT BUREAU**

Document 2/ADM/006-E
14 March 2005
Original: English

ITU-D STUDY GROUPS

FOURTH MEETING OF STUDY GROUP 1: GENEVA, 6 – 9 SEPTEMBER 2005
FOURTH MEETING OF STUDY GROUP 2: GENEVA, 12 – 15 SEPTEMBER 2005

STUDY GROUP 2

SOURCE: TELECOMMUNICATION DEVELOPMENT BUREAU (BDT)

TITLE: TENTATIVE SCHEDULE

	Monday 12 September 2005	Tuesday 13 September 2005	Wednesday 14 September 2005	Thursday 15 September 2005
<i>Morning</i>	9:30 - 10:45 Opening and first plenary session 11:15 - 12:30 Question 9-1/2	9:30 - 10:45 Questions 14-1/2 11:15 - 12:30 Question 17-1/2	9:30 - 10:45 Question 20-1/2 11:15 - 12:30 Resolution 9 (Rev. Istanbul, 2002) and Question 21/2	9:30 - 10:45 Third plenary session 11:15 - 12:30 Third plenary session (contd)
<i>Afternoon</i>	14:30 - 15:45 Question 10-1/2 16:15 - 17:30 Question 11-1/2	14:30 - 15:45 Question 18/2 16:15 - 17:30 Question 19/2	14:30 - 15:45 Second plenary session 16:15 - 17:30 Second plenary session (contd)	14:30 - 15:45 Third plenary session (contd) 16:15 - 17:30 Third plenary session (end)



FOURTH MEETING OF STUDY GROUP 1: GENEVA, 6 - 9 SEPTEMBER 2005
FOURTH MEETING OF STUDY GROUP 2: GENEVA, 12 - 15 SEPTEMBER 2005

STUDY GROUP 1

Draft Agenda of the Plenary meetings

Tuesday, 6 September 2005, 0930 - 1230 hrs

Friday, 9 September 2005, 0930 - 1230 hrs and 1430 - 1730 hrs

Documents

- | | | |
|-----|--|------------------------|
| 1. | Opening of the meeting | |
| 1.1 | Opening address by the Chairman of Study Group 1 | |
| 1.2 | Opening address by the Director of the Telecommunication Development Bureau | |
| 2. | Approval of the draft Agenda | 1/OJ/008 |
| 3. | Approval of the Report of the last meeting of Study Group 1 (7-10 September 2004) | 1/REP/023 ¹ |
| 4. | Matters arising from the last TDAG meeting (15-17 December 2004) | |
| 5. | Matters arising from the last Council meeting (12-22 July 2005) with relevance to the work of Study Groups | |
| 6. | Approval of the final reports and recommendations per Question to be submitted to the WTDC-06 | |
| 6.1 | Question 7-1/1 | |
| 6.2 | Question 10-1/1 | |
| 6.3 | Question 12-1/1 | |
| 6.4 | Question 18/1 | |
| 7. | Management of Study Group 1 activities | |
| 8. | Presentation of proposals for revised or new Questions to be submitted to CMDT-06 | |
| 9. | Outline of the draft study groups report to WTDC-06 | |

¹ Available on the Web site at: <http://www.itu.int/md/meetingdoc.asp?lang=e&type=sfolders&parent=D02-SG01-R>

10. Cooperation and liaison activities
 - 9.1 With the ITU-D Study Group 2
 - 9.2 With ITU-R and ITU-T
 - 9.3 With other organizations via the BDT Secretariat
11. Any other business

Chairman, Study Group 1



INTERNATIONAL TELECOMMUNICATION UNION

TELECOMMUNICATION
DEVELOPMENT BUREAU

ITU-D STUDY GROUPS

Document 2/OJ/011-E
14 March 2005
Original: EnglishFOURTH MEETING OF STUDY GROUP 1: GENEVA, 6 - 9 SEPTEMBER 2005
FOURTH MEETING OF STUDY GROUP 2: GENEVA, 12 - 15 SEPTEMBER 2005**STUDY GROUP 2****Draft Agenda of the Plenary meetings**

Monday, 12 September 2005, 0930 - 1230 hrs

Wednesday 14 September 2005, 1615 - 1730 hrs

Thursday, 15 September 2005, 0930 - 1730 hrs

Documents

1. Opening of the meeting
 - 1.1 Opening address by the Chairman of Study Group 2
 - 1.2 Opening address by the Director of the Telecommunication Development Bureau
2. Approval of the draft Agenda 1/OJ/011
3. Approval of the Report of the last meeting of Study Group 2 (13-16 September 2004) 1/REP/031²
4. Matters arising from the last TDAG meeting (15-17 December 2004)
5. Matters arising from the last Council meeting (12-22 July 2005) with relevance to the work of Study Groups
6. Approval of the reports for Questions:
 - 6.1 Question 9-1/2
 - 6.2 Question 10-1/2
 - 6.3 Question 11-1/2
 - 6.4 Question 14-1/2
 - 6.5 Question 17-1/2
 - 6.6 Question 18/2
 - 6.7 Resolution 9 (Rev. Istanbul, 2002) and Question 21/2
7. Management of Study Group 2 activities

² Available on the Web site at:
<http://www.itu.int/md/meetingdoc.asp?lang=e&type=sfolders&parent=D02-SG02-R>

8. Presentation of proposals for revised or new Questions to be submitted to WTDC-06
9. Proposals for recommendations to be approved by WTDC-06, if any
10. Outline of the draft study groups report to WTDC-06
12. Cooperation and liaison activities
 - 9.1 With the ITU-D Study Group 1
 - 9.2 With ITU-R and ITU-T
 - 9.3 With other organizations via the BDT Secretariat
12. Any other business

N. KISRAWI
Chairman, Study Group 2



THIRD MEETING OF STUDY GROUP 1: GENEVA, 7 - 10 SEPTEMBER 2004
 THIRD MEETING OF STUDY GROUP 2: GENEVA, 13 - 16 SEPTEMBER 2004

FOR ACTION

Question 9-1/2: Identify study group Questions in the ITU-T and ITU-R Sectors which are of particular interest to developing countries and systematically, by way of annual progress reports, inform them of the progress of work on the Questions to facilitate their contributions to the work on those Questions as well as, ultimately, to benefit from their outputs in a timely manner

STUDY GROUP 2

SOURCE: IARU

TITLE: PROPOSED MODIFICATIONS TO RECOMMENDATION ITU-D 13:
 EFFECTIVE UTILIZATION OF THE AMATEUR SERVICES IN DISASTER
 MITIGATION AND RELIEF OPERATIONS

Action required:

Participants are invited to consider the proposed modifications.

Abstract:

Recommendation ITU-D 13 has been instrumental in promoting the effective use of the amateur services in disaster mitigation and relief operations.

The proposed modification takes into account the revision of No. 25.3 of the Radio Regulations and the addition of No. 25.9A to the Radio Regulations at the 2003 World Radiocommunication Conference. These changes make it clear that amateur stations may be used for transmitting international communications on behalf of third parties in case of emergencies or disaster relief, and that amateurs should be allowed by their Administrations to prepare for and meet communication needs in support of disaster relief.

PROPOSED MODIFICATION TO RECOMMENDATION ITU-D 13

EFFECTIVE UTILISATION OF THE AMATEUR SERVICES³
IN DISASTER MITIGATION AND RELIEF OPERATIONS⁴

ITU-D Study Group 2,

considering,

- a) that the amateur services continue to provide communications for disaster mitigation and relief operations in some countries;
- b) that some countries having natural calamities may not take advantage of disaster communications capabilities of the amateur services;
- c) that effective amateur services disaster communications depend largely on the availability of amateur operators located throughout a country;
- d) that international humanitarian assistance after the occurrence of a natural disaster ~~it has been necessary to bring~~ often includes the provision of amateur operators and of equipment ~~into a from an assisting country from other countries~~;
- e) that barriers to operating permission and to the movement of operators and equipment have ~~occurred in many cases hindered the full use of telecommunications capabilities made available from outside an affected country~~;
- f) that the Tampere Convention on the Provision of Telecommunications Resources for Disaster Mitigation and Relief Operations adopted by the Intergovernmental Conference on Emergency Telecommunications (Tampere, 1998) established a framework for the reduction and/or removal of these barriers;
- g) that some countries do not have a national framework for the effective utilization of the amateur services for provision of disaster mitigation and relief operations;
- ~~h) that some countries have restrictions applied to the amateur services that impede disaster preparedness, such as prohibitions against transmission of message traffic for a third party during training exercises;~~
- jh) Resolution 19 of the World Telecommunication Development Conference (Valletta, 1998), Telecommunication Resources for Disaster Mitigation and Relief Operations, resolves to invite the ITU-D to ensure that proper consideration be given to emergency telecommunications as an element of telecommunication development, including, in close co-ordination and collaboration with the ITU-R, by facilitating and encouraging the use of decentralised means of communications that are appropriate and generally available, including those provided by the amateur radio services;

³ The amateur service is defined in the Radio Regulations at §1.56 as a radiocommunication service for the purpose of self-training, intercommunication and technical investigations carried out by amateurs, that is, by duly authorized persons interested in radio technique solely with a personal aim and without pecuniary interest.

⁴ After approval this Recommendation should be sent to the ITU-R Study Group 8 for information.

ki) Resolution 644 of the World Radiocommunication Conference (Geneva, 1997), Telecommunication Resources for Disaster Mitigation and Relief Operations, resolves to invite the ITU-R to continue to study, as a matter of urgency, those aspects of radiocommunications that are relevant to disaster mitigation and relief operations, such as decentralised means of communications that are appropriate and generally available, including amateur radio facilities;

lj) Recommendation ITU-R M.1042-~~42~~ (1998~~2003~~), Disaster Communications in the Amateur and Amateur-Satellite Services encourages the development of such services and of making such networks robust, flexible and independent of other telecommunication services and capable of operating from emergency power;

mk) Resolution 36 of the ITU Plenipotentiary Conference (~~Minneapolis, 1998~~ rev. Marrakesh, 2002) “Telecommunication in the service of humanitarian assistance” urges Member States to take all practical steps for the application of the Tampere Convention;

l) No. 25.3 of the Radio Regulations (WRC-03) provides that “Amateur stations may be used for transmitting international communications on behalf of third parties only in case of emergencies or disaster relief. An administration may determine the applicability of this provision to amateur stations under its jurisdiction;”

m) No. 25.9A of the Radio Regulations (WRC-03) provides that “Administrations are encouraged to take the necessary steps to allow amateur stations to prepare for and meet communication needs in support of disaster relief.”

recommends

1 that administrations include the amateur services in their national disaster plans and telecommunication assistance information inventories;

2 that administrations reduce and remove barriers to the effective utilization of the amateur services for disaster communications and related training activities;

3 that amateur and disaster relief organizations and providers of emergency response develop memoranda of understanding (MoU) between themselves and with Administrations as well as ~~to~~ cooperate, together with other concerned parties, in developing and making available model agreements and best practices in disaster telecommunications⁵.

⁵ Illustrative examples of such agreements are available on request at ITU/BDT.

CONTRIBUTION

Electronic version (Winword or RTF only) to be sent to:	⇒ <i>devsg1@itu.int</i> for SG1 Questions ⇒ <i>devsg2@itu.int</i> for SG2 Questions
Paper version to be sent to:	ITU/BDT, STG Secretariat, Fax nr. +41 22 7305484

Date: **For action** [Please indicate which is appropriate]
 For information

ITU-D Study Group:

Question:

Title of contribution:

Revision to previous contribution (Yes / No)

If yes, please indicate document no.:

[Any changes in a previous text should be indicated by revision marks]

Name of contact point:

Administration/Organization/Company:

Tel.:

Fax:

E-mail:

Action required

[Please indicate what is expected from the meeting]

Abstract

[Please provide a resumé of a few lines]

[Insert text of contribution here or attach file]

SUBMISSION/PROCESSING OF CONTRIBUTIONS

SOURCE	DEADLINE
<p>WTDC-02, Appendix to revised Resolution 4, Section 2: TDAG recommendations (meeting of 19-21 March 2003)</p> <p>13.1 Contributions requiring action from the meeting under the terms of its agenda received at least two months before a meeting shall be published and distributed in time for the said meeting.</p> <p>The Director shall assemble the documentation and arrange, for those contributions received before the deadline, any translation needed as well as disseminate this documentation to participants in the requested working language before the date set for the meeting of a study group or other group.</p> <p>When a document is large, and after consultation with the chairman of the study group or other group involved, it may be agreed that the Director shall send out the document without having it translated.</p> <p>13.2 Documents originating from rapporteurs which go to the study group meetings, and which are received not later than one month before the meeting, will be treated according to point 13.1 above.</p>	<p>6 July 2005 for Study Group 1</p> <p>12 July 2005 for Study Group 2</p>
<p>13.3 Contributions requiring action from the meeting under the terms of its agenda received by the Director less than two months, but at least seven days before the opening of a meeting, will not be processed in accordance with the procedure outlined in 13.1 above and shall be published as "delayed contributions" in the original language only (and in any other working language into which they may have been translated by the originator). In addition, contributions, which are not available to participants at the opening of the meeting, shall not be considered.</p>	<p>29 August 2005 for Study Group 1</p> <p>4 September 2005 for Study Group 2</p>
<p>13.4 Contributions requiring action from the meeting under the terms of its agenda received by the Director less than seven days before the opening of a meeting shall not be entered on the agenda. They shall not be distributed but will be held for the next meeting. Contributions judged to be of extreme importance might be admitted by the Director at shorter notice, provided that these contributions are available to participants at the opening of the meeting.</p>	<p>No distribution</p>
<p>13.6 Documents submitted to the meeting for information only and not requiring any specific action under the agenda (e.g. descriptive documents submitted by Member States, Sector Members or duly authorized entities and organizations, general policy statements, etc.) should be published if requested, in the original language only, in a limited number of copies, for consultation. Delegates may ask the BDT Secretariat to provide them with a copy.</p> <p>Information documents judged to be of extreme importance might be translated if requested by the meeting concerned.</p>	



QUATRIÈME RÉUNION DE LA COMMISSION D'ÉTUDES 1
DE L'UIT-D
(Genève, 6-9 septembre 2005)



FOURTH MEETING OF ITU-D STUDY GROUP 1
(Geneva, 6-9 September 2005)

DEMANDE DE BOURSE / REQUEST FOR FELLOWSHIP
à retourner avant le 8 juillet 2005 / to be submitted before 8 July 2005

La participation des femmes est encouragée
Participation of women is encouraged

1. M. / Mme / Mlle
Mr. / Ms _____ (nom, family name) _____ (prénom, given name)

2. Pays
Country _____

3. Administration/Organisation
Administration/ Organization _____

4. Adresse professionnelle
Office address _____

Tél.: _____ FAX : _____

Courrier élect. /E. Mail : _____

5. Titre et responsabilités principales dans l'Organisation
Title and major responsibilities in the Organization _____

PASSEPORT / PASSPORT INFORMATION:

6. Lieu et date de naissance
Place and date of birth _____

Nationalité _____ Numéro de passeport
Nationality _____ Passport number _____

Date de délivrance _____ A (lieu) _____ Valide jusqu'au (date)
Date of issue _____ In (place) _____ Valid until (date) _____

7. Signature du candidat à la bourse _____ Date _____
Signature of fellowship candidate _____ Date _____

8. AFIN DE VALIDER CETTE DEMANDE DE BOURSE, LE NOM ET LA SIGNATURE DU FONCTIONNAIRE CHARGE D'AUTHEMIFIER LA DEMANDE DU CANDIDAT DOIVENT ETRE MENTIONNES CI-DESSOUS AVEC CACHET OFFICIEL.
TO VALIDATE FELLOWSHIP REQUEST, NAME AND SIGNATURE OF CERTIFYING OFFICIAL DESIGNATING PARTICIPANT MUST BE COMPLETED BELOW WITH OFFICIAL STAMP.

- | | |
|---|---|
| CONDITIONS D'OBTENTION.
1. Une bourse par pays éligible.
2. Un billet avion aller/retour à Genève en classe ECO par l'itinéraire le plus direct/économique.
3. Indemnités journalières de CHF 100 pour couvrir les repas et les petits frais
4. L'hébergement sera assuré et payé par l'UIT. | CONDITIONS
1. One fellowship per eligible country.
2. One return ECO class airticket to Geneva by the most direct / economical route.
3. A daily allowance of CHF 100 to cover meals and incidental expenses.
4. Accommodation arranged and paid by ITU. |
|---|---|

Ce formulaire doit être adressé dûment complété et signé / Please return this form duly completed and signed
à / to

UIT / BDT / Service Bourses / Genève/ Suisse

FAX: 41 22 730 57 78 Téléphone: 41 22 730 54 87 E. Mail: christine.jouvenet@itu.int



QUATRIÈME RÉUNION DE LA COMMISSION D'ÉTUDES 2
DE L'UIT-D
(Genève, 12-15 septembre 2005)



FOURTH MEETING OF ITU-D STUDY GROUP 2
(Geneva, 12-15 September 2005)

DEMANDE DE BOURSE / REQUEST FOR FELLOWSHIP
à retourner avant le 8 juillet 2005 / to be submitted before 8 July 2005

La participation des femmes est encouragée
Participation of women is encouraged

1. M. / Mme / Mlle Mr. / Ms _____ (nom, family name) _____ (prénom, given name) _____		
2. Pays Country _____		
3. Administration/Organisation Administration/ Organization _____		
4. Adresse professionnelle Office address _____		
Tél.: _____		FAX : _____
Courrier élect. /E. Mail : _____		
5. Titre et responsabilités principales dans l'Organisation Title and major responsibilities in the Organization _____		
PASSEPORT / PASSPORT INFORMATION:		
6. Lieu et date de naissance Place and date of birth _____		
Nationalité Nationality _____	Numéro de passeport Passport number _____	
Date de délivrance Date of issue _____	A (lieu) In (place) _____	Valide jusqu'au (date) Valid until (date) _____

7. Signature du candidat à la bourse Signature of fellowship candidate _____	Date Date _____
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8. AFIN DE VALIDER CETTE DEMANDE DE BOURSE, LE NOM ET LA SIGNATURE DU FONCTIONNAIRE CHARGE D'AUTHTENTIFIER LA DEMANDE DU CANDIDAT DOIVENT ETRE MENTIONNES CI-DESSOUS AVEC CACHET OFFICIEL.
TO VALIDATE FELLOWSHIP REQUEST, NAME AND SIGNATURE OF CERTIFYING OFFICIAL DESIGNATING PARTICIPANT MUST BE COMPLETED BELOW WITH OFFICIAL STAMP.

CONDITIONS D'OBTENTION.

1. Une bourse par pays éligible.
2. Un billet avion aller/retour à Genève en classe ECO par l'itinéraire le plus direct/économique.
3. Indemnités journalières de CHF 100 pour couvrir les repas et les petits frais
4. L'hébergement sera assuré et payé par l'UIT.

CONDITIONS

1. One fellowship per eligible country.
2. One return ECO class airticket to Geneva by the most direct / economical route.
3. A daily allowance of CHF 100 to cover meals and incidental expenses.
4. Accommodation arranged and paid by ITU.

Ce formulaire doit être adressé dûment complété et signé / Please return this form duly completed and signed
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