



INTERNATIONAL TELECOMMUNICATION UNION

Telecommunication Development Bureau (BDT)

**Third Meeting of the Telecommunication
Development Advisory Group (TDAG)
Geneva, 2-3 March 2000**

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Chairperson, Group on the structure and working methods of the ITU-D Study Groups

REFERENCE DOCUMENT FOR THE ITU-D STUDY GROUPS

The Group on the structure and working methods of the ITU-D Study Groups has approved the attached document relating to a reference document for the ITU-D Study Groups. It will be submitted to the Third Meeting of the ITU-D Study Groups 1 and 2 in September 2000

TDAG is invited to consider this document.



INTERNATIONAL TELECOMMUNICATION UNION

**TELECOMMUNICATION
DEVELOPMENT BUREAU
ITU-D STUDY GROUPS**

**Document 1/044(Rev.1)-E
Document 2/063(Rev.1)-E
14 February 2000
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THIRD MEETING OF STUDY GROUP 1: GENEVA, 11 - 15 SEPTEMBER 2000
THIRD MEETING OF STUDY GROUP 2: GENEVA, 18 - 22 SEPTEMBER 2000

FOR INFORMATION

STUDY GROUPS 1 AND 2

SOURCE: GROUP ON THE STRUCTURE AND WORKING METHODS OF THE ITU-D
STUDY GROUPS

TITLE: REFERENCE DOCUMENT FOR THE ITU-D STUDY GROUPS

Abstract:

In order to group pertinent information relating to the functioning of the ITU-D Study Groups, as well as any other person who is closely involved in the work of the ITU-D Study Groups, a structure for a reference document is proposed in this contribution.

Introduction

All the relevant texts relating to the functioning of the ITU-D Study Groups are spread over different documents. In order to update the different parts as and when appropriate, and for easy reference for the Study Groups as well as for any Member States and Sector Members, it might be useful to gather all these texts in a loose-leaf document, which will also be available electronically.

Structure of document

On the basis of texts of relevance to the work of ITU-D Study Groups 1 and 2, the following structure is proposed:

- I. Articles of ITU Constitution and Convention, Decisions and Resolutions
 - Articles of ITU Constitution
 - Articles of ITU Convention
 - Decisions adopted by ITU Plenipotentiary Conferences
 - Resolutions adopted by ITU Plenipotentiary Conferences
- II. World Telecommunication Development Conference
 - Resolutions
 - Recommendations
- III. Study Groups
 - Title of the Study Groups
 - Definition of Questions Study Group 1
 - Definition of Questions Study Group 2
 - Guidelines for Rapporteurs
 - Reduction of the cost and volume of documentation for ITU-D Study Group activities
 - Management Team Study Group 1
 - Management Team Study Group 2
 - List of Rapporteurs, Co-Rapporteurs, Associate Rapporteurs, and other Active Participants of Study Group 1
 - List of Rapporteurs, Co-Rapporteurs, Associate Rapporteurs, and other Active Participants of Study Group 2
 - List of Chairpersons, Vice-Chairpersons, Rapporteurs etc. in alphabetical order of name

Timetable

The following timetable is suggested:

• Draft version of the reference document (English only) with present material for examination by the Management Team	February/March 2000
• Presentation to the Telecommunication Development Advisory Board	February/March 2000
• Presentation to the Third Study Group Meeting	September 2000
• Final versions (English, French and Spanish) with updated material	January 2001