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| INTERNATIONAL TELECOMMUNICATION UNION | | **Focus Group On Digital Financial Services** |
| **TELECOMMUNICATION STANDARDIZATION SECTOR**  STUDY PERIOD 2013 - 2016 | | **DFS-I-001** |
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**1st meeting of the Focus Group on Digital Financial Services (FG DFS)**

**5 December, Geneva, Switzerland**

**Draft Agenda**

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| 08:30-09:30 | **Registration** |
| 09:30-10:10 | **Opening plenary session**   * Welcome remarks * ITU/TSB Director * Focus Group Chairman * Logistics, Focus Group rules and ITU IPR policy |
| 10:10-10:45 | **Session 1: Focus Group Terms of Reference (ToR) and management**   * Presentation of the management team * Presentation of the Terms of Reference (ToR) * Document allocation * Agenda approval |
| 10:45-11:00 | Coffee Break |
| 11:00-12:30 | **Session 2 part 1: Focus Group structure, deliverables and work plan**   * Establishment of working groups and deliverables * Focus Group work plan |
| 12:30-14:30 | Lunch |
| 14:30-16:30 | **Session 2 part 2: Contributions and Work on Deliverables**  Contributions |
| 16:30-16: 45 | Coffee Break |
| 16:45-17:30 | **Session 3: Work Plan for next meeting** |
| 17:30-18:00 | **Wrap up and Closing**   * Contribution plan for next meeting * Outgoing liaisons * Meeting plan * Any other business * Closing |

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