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| **Telecommunication Development Advisory Group (TDAG)**  **23rd Meeting, Geneva, 9-11 April 2018** | P:\SUP\Logos\Post-150th Anniv\ITU-logo-UNblue.jpg |
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| Chairman, ITU-D Study Group 1 | |
| Scope of work of ITU-D Study Group 1 for the 2018-2021 study period | |
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| **Summary:**  This report provides the scope of work of ITU-D Study Group 1 for the 2018-2021 study period as agreed by the 2017 World Telecommunication Development Conference (WTDC-17). It also contains information on WTDC-17 decisions with impact on ITU-D study groups and the work plan for Study Group 1 to implement the mandate.  The first meeting of ITU-D Study Group 1 for the new study period will take place from 30 April to 4 May 2018.  **Action required:**  TDAG is invited to take note of this document and provide any guidance as deemed appropriate.  **References:**  WTDC-17 final report | |

# WTDC-17 decisions with impact on ITU-D study groups

The ITU-D study groups follow the process and working methods set out in Resolution 1 (Rev. Buenos Aires, 2017) “Rules of procedure of the ITU Telecommunication Development Sector” and works in accordance with the work plans adopted by WTDC-17. WTDC-17 reinforced the role of the ITU-D study groups to provide membership with a platform to share experiences, present ideas, exchange views, and achieve consensus on strategies to address telecommunication/ICT priorities. In so doing, the role of the ITU-D study groups to assist Member States in achieving their SDG targets and specific development goals was strengthened.

With regards to the scope of the ITU-D study groups, ITU-D Study Group 1 will continue to focus on “Enabling environment for the development of telecommunications/ICTs”. ITU-D Study Group 2 has a renewed focus on “ICT services and applications for the promotion of sustainable development”. The creation of possible working parties is up to each study group, as per their requirements. The new management team appointed by WTDC-17 to lead the work of the two study groups is made up of two Chairmen and 23 Vice-Chairmen. New roles were furthermore assigned to the Vice-Chairmen. A call for Rapporteurs and Vice-Rapporteurs has been sent out to the membership and appointments will be made at the first ITU-D SG1 and SG2 meetings in April/May 2018.

Each study group has seven Questions compared to the previous nine, which will allow for more focus on the topics under study. In several cases the Questions have been drafted to focus on ‘national’ aspects and experiences. The delivery of annual output reports is to be built into the Question specific work plans, to the extent feasible. The capacity building and training aspect of the ITU-D study groups is now reflected more prominently in the study Questions, which is to be realized though the development of training material and delivery of training.

There are substantial changes to the rules of procedure and working methods as can be seen in the revised Resolution 1 (Rev. Buenos Aires, 2017) compared to the previous study period. These revisions build on the work conducted by the TDAG Correspondence Group on Resolution 1 which was established following WTDC-14.

The changes to the working methods include clear definitions of key texts in the Sector and detailed approval/deletion processes to be followed for the main ITU-D instruments. The template for contributions was updated to incorporate lessons learned and suggested best practices. New requirements for the delivery of annual output reports for the study Questions, to the extent possible, was added to the working methods. In addition, informal roundtable discussions, seminars or illustrative workshops associated with each study Question are to be held, to the extent possible, throughout the study period. Coordinated efforts between the activities of the Questions and other work carried out by BDT is called for with a reinforced focus on the need to report on the synergies achieved through the work of the related study Questions, programmes, regional initiatives and projects. The reference to ‘Academia’ and their participation in the work of the Sector was reinforced through Resolution 1.

# Introduction to the work of ITU-D Study Group 1

## 2.1 Scope of work

Study Group 1 (SG1) was established in accordance with Resolution 2 (Rev. Buenos Aires, 2017) to examine, through Questions adopted by the ITU membership at WTDC-17, issues relating to the enabling environment for the development of telecommunications/ICTs.

In this context, SG1 is responsible for seven substantive topics, which include national telecommunication/ICT policy, regulatory, technical and strategy development which best enables countries to benefit from the impetus of telecommunications/ICTs, access to telecommunications/ICTs for rural and remote areas, and economic policies and methods of determining costs of services related to national telecommunications/ICTs. SG1 also considers matters related to the migration and adoption of digital broadcasting and implementation of new services, consumer protection, and access to telecommunication/ICT services by persons with disabilities and other persons with specific needs.

## 2.2 Study Group 1 management

WTDC-17 designated the SG1 leadership for the seventh cycle (2018-2021): Ms Regina Fleur Assoumou Bessou (Côte d’Ivoire) was appointed as Chairman; and twelve Vice-Chairmen were appointed:

* Mr Peter Ngwan Mbengie (Cameroon, AFR)
* Mr Amah Vinyo Capo (Togo, AFR)
* Mr Roberto Mitsuake Hirayama (Brazil, AMS)
* Mr Víctor Antonio Martínez Sánchez (Paraguay, AMS)
* Mr Ahmed Abdel Aziz Gad (Egypt, ARB)
* Ms Sameera Belal Momen Mohammad (Kuwait, ARB)
* Mr Yasuhiko Kawasumi (Japan, ASP)
* Mr Sangwon Ko (Republic of Korea, ASP)
* Mr Almaz Tilenbaev (Kyrgyzstan, CIS)
* Mr Vadym Kaptur (Ukraine, CIS)
* Ms Amela Odobasic (Bosnia and Herzegovina, EUR)
* Mr Krisztián Stefanics (Hungary, EUR)

## 2.3 Study Group 1 Questions

WTDC-17 entrusted Study Group 1 with the following Questions:

* Question 1/1 : Strategies and policies for the deployment of broadband in developing countries
* Question 2/1 : Strategies, policies, regulations and methods of migration to and adoption of digital broadcasting and implementation of new services
* Question 3/1 : Emerging technologies, including cloud computing, m-services, and OTTs: Challenges and opportunities, economic and policy impact for developing countries
* Question 4/1 : Economic policies and methods of determining the costs of services related to national telecommunication/ICT technology networks
* Question 5/1 : Telecommunications/ICTs for rural and remote areas
* Question 6/1: Consumer information, protection and rights: Laws, regulation, economic bases, consumer networks
* Question 7/1 : Access to telecommunication/ICT services by persons with disabilities and other persons with specific needs

## 2.4 Appointment of Study Group 1 Rapporteurs and Vice-Rapporteurs

A call for Rapporteurs and Vice-Rapporteurs has been sent out to the membership and subsequent appointments will be made for the seven study Questions at the first ITU-D SG1 meeting in April/May 2018. Based on the nature of the studies, the appointment of Rapporteurs will be based both on expertise in the subject to be studied and on the ability to coordinate the work. The appointment of Vice-Rapporteurs will also seek regional balance.

The list of all candidatures received can be found online at the following link: <https://www.itu.int/en/ITU-D/Study-Groups/2018-2021/Pages/Candidates.aspx>

# Strategy and work plan for Study Group 1

In order for Study Group 1 to reach its expected results for the 2018-2021 study period, in accordance with the scope of work as defined in Resolution 2 (Rev. Buenos Aires, 2017) “Establishment of study groups”, certain key elements are to be considered and put in place from the outset:

* Four annual study group meetings are planned as well as three sets of rapporteur group meetings. In addition, expert meetings on topics related to the Questions under study are foreseen to be held in Geneva and in the regions. These associated meetings, which can include informal roundtable discussions, seminars or illustrative workshops associated with each study Question, subject to distinct proposals from the membership, are to be held throughout the study period to the extent possible. Proposals for such associated meetings and workshops are encouraged from the membership for consideration and approval at the annual study group meetings.
* Good planning at the beginning of the study period will also allow for strategic synergies to be sought between the work of the SG1 study Questions, with Questions in the other study group, as well as with groups in the other Sectors. As requested by the membership, a need to report on the synergies achieved through the work of the related study Questions, programmes, regional initiatives and projects will be considered in all activities that are undertaken by the ITU-D study groups. Contributions on the activities undertaken at related national, regional and global meetings and events are encouraged to enrich the work of the study Questions.

ITU-D study groups provide an opportunity for the membership to share experiences, present ideas, exchange views, and achieve consensus on strategies to address telecommunication/ICT priorities. The participation of Academia in the work of the Sector was reinforced through the revised text in Resolution 1 (Rev. Buenos Aires, 2017). In this respect, ITU-D study groups will raise further awareness on the value proposition for all members, including Academia, to participate and contribute fully in the work of the Sector.

Following the Council 2017 decision to trial participation of Small and Medium Enterprises (SMEs) in ITU-T and ITU-D study groups, SMEs may participate in the 2018 meetings of ITU-D Study Group 1 and Study Group 2. The trial period will run until the ITU Plenipotentiary Conference 2018 (PP-18). In this respect, interested SMEs may consult with their respective Administration concerning possible participation. The Administration will inform ITU which SMEs meet the national criteria and may be considered in the trial. While these selected SMEs do not constitute a membership category, they may participate fully in the work of the ITU-D study groups for the duration of the trial, with the exception of any role in decision making and management.

The preliminary work plan for Study Group 1 can be found in **Annex 1**. The work plan will be revised every year to guide the work of the study group.

# 4 Collaborative tools

In line with the approach expressed by WTDC-17, the Secretariat had been working on various collaborative tools to facilitate collaborators’ electronic participation in the work of the ITU-D study groups. In addition to interactive remote participation services and the standard webcast in the languages of the respective meeting, mailing lists and collaborative SharePoint sites are made available to participants and management team members at the study group and study Question levels.

While mailing lists allow for the exchange of e-mails amongst experts interested in the topics under study, the collaborative SharePoint sites provide a virtual meeting place for participants, with a calendar of the activities of the study group, announcements, and a document exchange area to facilitate the work in between meetings. An area exclusively for the management teams of the study groups is also available with similar facilities. Moreover, the ITU-D Events Mobile and Desktop Application provide participants with a simple and fast way to access, on computers, smart-phones and tablets, all relevant documents and other practical information related to the meetings.

An active TIES account is required to access all these services.

The first meeting of ITU-D Study Group 1 will include induction and training sessions on the working methods and the collaborative tools that are available to those participating in the work of the ITU-D study groups. Study group participants are encouraged to explore the tools and to provide any feedback to the secretariat to assist in their improvement.

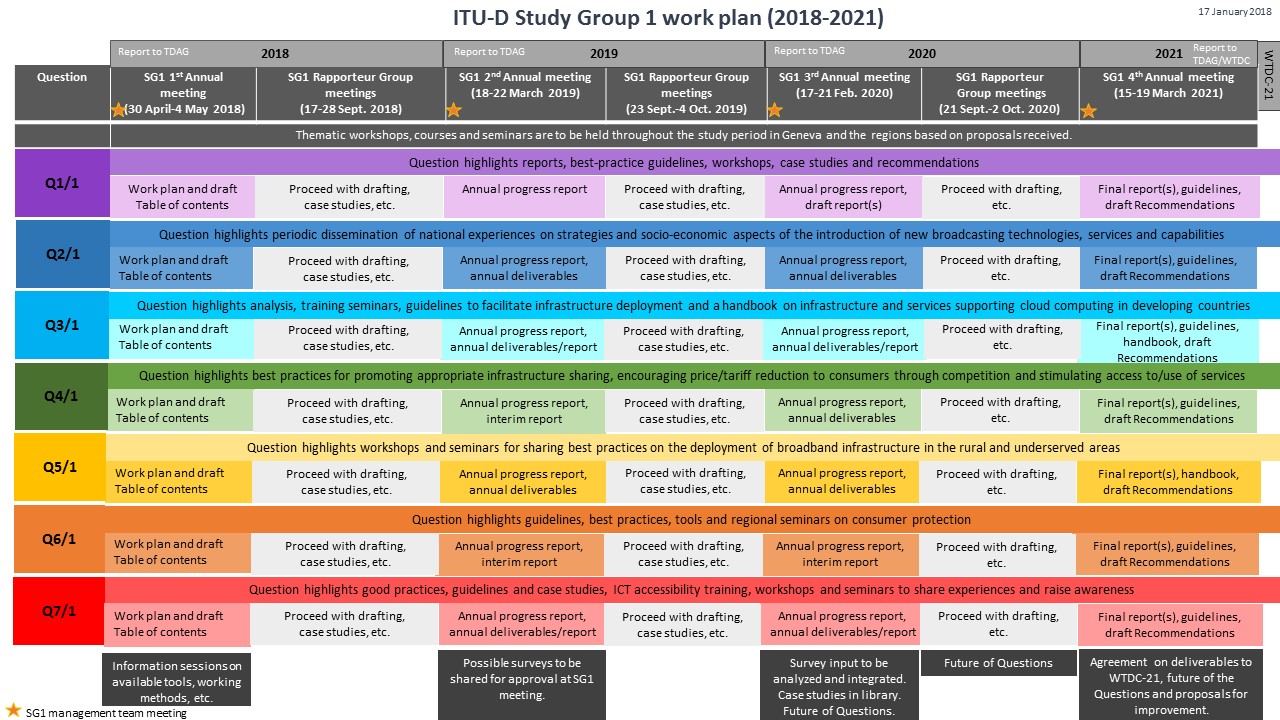
# 5 Conclusion

With its new agreed scope of work and assigned study Questions, Study Group 1 will meet from 30 April to 4 May 2018. The first meetings will closely look at the expected results agreed on by the membership at WTDC-17, identify methods for conducting its work and agree on detailed work plans for each study Question. These meetings will also appoint Rapporteurs and Vice-Rapporteurs for each of the study Questions.

Induction sessions to the work of the ITU-D study groups, with details on the working methods and tools available to study group participants, will be provided on the first day of the meeting.

The 2018 block of Study Group 1 Rapporteur Group meetings are planned to take place from 17 to 28 September 2018.

Annex 1: ITU-D Study Group 1 work plan

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