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| C:\Users\comas\AppData\Local\Temp\Rar$DRa0.735\jpg\ITU official logo_blue_RGB.jpg**TDAG Working Group on Strategic and Operational Plans****17 July 2020, Virtual** |
|  | **Document TDAG-WG-SOP/1-E** |
|  | **13 July 2020** |
|  | **Original: English** |
| **Source:** | Director, Telecommunication Development Bureau |
| **Title:** | Draft agenda |

1. Opening of the meeting and welcome remarks

2. Approval of the agenda

3. Working methods

a. Virtual meetings with/without interpretation

b. Document submission and publication in English

c. Language of documents: English – only reports translated

d. Email correspondence/mailing list/Sharepoint Site

e. Recommendation for RTOs to designate focal points for regional coordination

4. Workplan

a. Date for submission of report to TDAG

b. Date for draft report for comments

c. Dates of meetings

d. Deadlines for submission of written contributions

5. Conclusion

6. Any other business

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