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| C:\Users\comas\AppData\Local\Temp\Rar$DRa0.735\jpg\ITU official logo_blue_RGB.jpg**TDAG Working Group on WTDC Preparations****16 July 2020, Virtual** |
|  | **Document TDAG-WG-Prep/2-E** |
|  | **15 July 2020** |
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This document provides a summary of the process to date relating proposals for changes and enhancements to the preparations for the World Telecommunication Development Conference (WTDC), including WTDC-21.

It is provided as background information for the work of the TDAG-WG-Prep.

**Secretariat Information Note on WTDC Preparations**

1. **Introduction**

1.1 The World Telecommunication Development Conference (“WTDC”) is held every four years and sets the development agenda of the Telecommunication Development Sector (“ITU-D”). WTDC further offers a unique opportunity for the international community to come together and discuss the future of the ICT sector and its contribution to social and economic development.

1.2 During TDAG-19, BDT held several Breakout Sessions focussed on possible reforms to WTDC, based on input from members regarding the need for change. It was proposed to continue this process with sessions on WTDC Reform at TDAG-20’s proposed physical meeting which was due to be held in March 2020, however due to the lockdowns caused as a result of Covid-19 those sessions could not be held.

1.3 It was decided to engage membership on WTDC reform through virtual sessions so on 24 March 2020, BDT organized the first [Web Dialogue on WTDC](https://www.itu.int/en/ITU-D/Conferences/TDAG/Pages/TDAG25/default.aspx) where participants had the opportunity to discuss and provide their input on how to improve the effectiveness of WTDC-21. Although circumstances dictated that the membership was unable to gather in person, over 200 participants actively took part in the discussions. A Summary Report of the First Web Dialogue is available at [this link](https://www.itu.int/en/ITU-D/Conferences/TDAG/Documents/2020%20TDAG/DRAFTSUMMARY-RECORD-WTDC-WEB-DIALOGUErev_clean_in%20template_final_v2.docx).

1.4 Building on the outcomes of the first event, the membership was again invited to come together on 30 April 2020 for the Second Web Dialogue on WTDC. The objective of the 2nd Web Dialogue was to further discuss and refine proposals for consideration of the TDAG-20 to ensure that the World Telecommunication Development Conference will be a solutions-based conference that addresses the real challenges in the development of telecommunications/ICTs. Over 200 members participated in the event, and the Summary Report for the dialogue is available at [this link](https://www.itu.int/en/ITU-D/Conferences/TDAG/Documents/2020%20TDAG/SUMMARY-RECORD-WEB-DIALOGUE-FOUR-SESSIONS-12MAY.docx).

2. **Proposals for WTDC Reform**

2.1 The Web Dialogues considered TDAG reform under the umbrella of four topics:

Topic 1: The Preparatory Process

Topic 2: Content and Structure

Topic 3: Stakeholder Engagement

Topic 4: Side Events

2.2 Based on the outcomes from the discussions, the Secretariat noted that the proposals presented would more concisely be grouped into two broad areas, namely, proposals related to the preparations for WTDC, and proposals for reform to the conference itself.

2.3 Therefore, the Director submitted the summary outcomes of the dialogues as proposals to TDAG-20, as follows:

2.4 Before the Conference:

 Consideration should be given to the following approaches:

* Implement a comprehensive preparatory process that introduces formal inter-regional coordination meetings (IRMs). These meetings should have a clearly defined format and clear agendas. Outcomes of IRMs would be non-binding as Member States have the sovereign right to submit proposals at the Conference.
* Define the number of representatives from each region to attend IRMs and decide on the chairmanship of IRMs.
* Define target lists by constituent group, focus on attracting funding entities and target beneficiaries of ITU-D activities (youth, women, representatives from LDCs, persons from indigenous communities, etc.).
* Ensure proper planning and coordination between RPMs, IRMs and RTO preparatory meetings to safeguard the efficiency of the Conference preparatory process.
* Establish, in collaboration with the Secretariat, a list of coordinators from each region for each topic on the Conference agenda.
* Leverage on a selected basis, other high-profile fora to raise awareness and interest on WTDC.

2.5 During the Conference:

Consideration should be given to merging the high-level segment and the side-events into thematic events, a “Development Track” as follows:

* Carefully select themes to match the WTDC agenda and establish a clear agenda and value proposition with the intention of addressing development challenges and membership priorities, and obtaining funding/pledges to complement the ITU budget.
* Invite high-level participants to chair and/or deliver key-note speeches on the theme(s) selected.
* Organize thematic tracks to be separate from the “administrative” part of the conference.

2.6 The conference should no longer discuss the ITU-D contribution to the ITU Strategic Plan, with this responsibility being transferred to TDAG (revision of WTDC Resolutions 1 and 31 required).

2.7 TDAG also received and considered contributions on WTDC reform and WTDC preparations from Canada, Russia, United Arab Emirates, USA, and Brazil.

**3. TDAG Decisions**

TDAG deliberated on the proposals for WTDC at its virtual meeting held from 2 to 5 June 2020, and at an extraordinary meeting held on 16 June 2020 for the specific purpose of finalising TDAG’s deliberations on preparations for WTDC-21. TDAG:

* Discussed using the summary of the Web Dialogue discussions presented by the Director as a basis for the way forward;
* Established the following working groups on WTDC-21, as follows:
	+ TDAG Working Group on WTDC Preparations (TDAG-WG-Prep), Chaired by Mr. Santiago Reyes-Borda;
	+ TDAG Working Group on WTDC Resolutions, Declaration and Thematic Priorities, Chaired by Dr. Ahmad Sharafat.
* Agreed on Terms of Reference for the working groups as set out in document [TDAG-20/2/DT/3(Rev.1)](https://www.itu.int/md/D18-TDAG26-200616-TD-0003/en);
* Decided to convene a further extraordinary virtual meeting of TDAG in late 2020 to consider and decide on the recommendations of the Working Groups.

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