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| **Telecommunication Development Advisory Group (TDAG)**  **26th Meeting, Virtual, 16 June 2020** | C:\Users\comas\AppData\Local\Temp\Rar$DRa0.735\jpg\ITU official logo_blue_RGB.jpg | |
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|  | **Document** **TDAG-20/2/****4-E** |
|  | **13 June 2020** |
|  | **English only** |
| United States of America | |
| TERMS OF REFERENCE FOR WORKING GROUPS TO PREPARE WTDC-21 | |
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| **Summary:**  The United State submits proposed revisions (below) to the Terms of Reference for the Working Groups to prepare for WTDC-21 found in [Document TDAG-20/2/DT/1-E](https://www.itu.int/md/D18-TDAG26-200616-TD-0001/).  **Action required:**  n/a  **References:**  [Document TDAG-20/2/DT/1-E](https://www.itu.int/md/D18-TDAG26-200616-TD-0001/) | |

**Introduction**

Building upon the discussions and inputs to TDAG-20 and the two informal WTDC Web Dialogues, it was agreed that two working groups of TDAG would be established to prepare for WTDC-21.

The following proposes terms of reference for these groups which would examine and provide recommendations to TDAG-21 consistent with Resolution 1 (Rev. Buenos Aires, 2017) and Resolution 31 (Rev. Buenos Aires, 2017).

To advance measures to improve WTDC-21, TDAG decides to create the following Working Groups as described below, to fulfil the stated objectives and mission, with due consultation and collaboration with ITU membership, the BDT Director and the TDAG Management Team.

TDAG Working Group on WTDC Preparations:

The objective of the Working Group on WTDC Preparations is to facilitate a solutions-based Conference focusing on development issues. It will submit a report to the 2021 meeting of TDAG describing its recommendations, noting those implemented by the Director of the BDT, and those which Member States can consider when making proposals to WTDC-21. The terms of reference for the working group are:

* To review the options discussed during the two TDAG web dialogues on WTDC held in March and April 2020 and related Member contributions to TDAG-20 on WTDC;
* To make recommendations for the Director on preparatory meetings and promotional events prior to the conference;
* To make recommendations for the Director on arrangements for the work of the conference, including:
  + Conference agenda;
  + Determination of conference theme(s);
  + Design of the Thematic tracks;
  + Key partners, including high level participants and potential funding partners.

**Composition of the Working Group:**

* The Working Group is open to all ITU-D Membership;
* The Working Group is chaired by Santiago Reyes-Borda (Canada);
* The Working Group will work normally by correspondence but could use e-meetings, if any;
* The Working Group may meet during TDAG-21, normally not at the same time as another Group.
* The Working Group will conclude at the end of TDAG-21.

TDAG Working Group on WTDC Resolutions, Declaration and Thematic Priorities:

The Working Group on WTDC Resolutions, Declaration and Thematic Priorities has as its mission to advance initial discussions on the administrative elements of the Conference to help facilitate inter-regional agreement and create efficiencies in time spent on these matters at WTDC-21. It will report its recommendations to the 2021 Meeting of TDAG so that Member States can consider these when making proposals to WTDC-21. The terms of reference for the working group are:

* To review WTDC resolutions, examine their number and subject matter, and consider streamlining as proposed by Membership;
* To align the BDT thematic priorities, proposed regional priorities and proposed study group questions having regard to the 2030 Sustainable Development Goals and taking into consideration the WSIS Action Lines (C2, C5 and C6) for which ITU has lead responsibility;
* To propose elements and make recommendations to membership for the future draft Declaration.

**Composition of the Working Group:**

* The Working Group is open to all ITU-D Membership;
* The Working Group is chaired by……;
* The Working Group will work normally by correspondence but could use e-meetings, if any;
* The Working Group may meet during TDAG, normally not at the same time as another Group.
* The Working Group will conclude at the end of TDAG-21.

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