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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****7 September 2020, Virtual** |
|  | **Document TDAG-WG-Prep/3-E** |
|  | **21 August 2020** |
|  | **English only** |
| **Source:** | Director, Telecommunication Development Bureau |
| **Title:** | Guiding questions for the submission of contributions to the TDAG-WG-Prep by membership |

**Guiding questions for the submission of contributions
to the TDAG-WG-Prep by membership**

**Before the Conference**

*Implement a comprehensive preparatory process that introduces formal inter-regional coordination meetings (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; Leverage on a selected basis, other high-profile forums to raise awareness and interest on WTDC.*

Inter-Regional Coordination Meetings (IRMs)

* How many IRMs should be held and when?
* What should be the format of IRMs?
* What should the IRM Agenda include?
* Should attendance at IRMs be limited, and if so, how many representatives from each region should attend IRMs?
* How will chairmanship of IRMs be decided?
* What steps should be taken to ensure proper planning and coordination between RPMs, IRMs and RTO preparatory meetings?

Promoting Wider Participation in WTDC

* What constituent groups should be targeted for WTDC-21?
* How should WTDC-21 be promoted?
* Which other high-profile forums can be used to raise awareness and interest on WTDC, and how should ITU go about doing this?

**During the conference**

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

* Should the High-Level Segment be changed, and if so, what form should it take?
* What theme or themes (connected to development challenges and membership priorities) should be established for WTDC-21, and how should the theme(s) be connected to the content and structure of the conference?
* What high-level participants should be invited to chair and/or deliver keynote speeches on the theme(s) selected?
* Submit proposals for thematic tracks that can be incorporated into the conference.”

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