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| Logo  Description automatically generated | **Telecommunication DevelopmentAdvisory Group (TDAG)****28th Meeting, Virtual, 24-28 May 2021** | A close up of a sign  Description automatically generated |
|  | **Revision 2 to** |
|  | **Document** **TDAG-2****1/DT/7-E** |
|  | **2 June 2021** |
|  | **Original: English** |
| Chairman, Telecommunication Development Advisory Group (TDAG) |
| Draft summary of conclusions |
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Summary of Conclusions – TDAG-21 Meeting (Virtual, 24-28 May 2021)

| **AGENDA ITEM** | **DOC. #** | **Document title** | **MAIN CONCLUSION**: |
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| **1. Address by the Secretary-General** | -- |  |  |
| **2. Address by the Director of BDT** | -- |  |  |
| **3.Address by other Elected Officials** | -- |  |  |
| **4. Opening remarks by the Chairman of TDAG** | *DT/4* |  |  |
| **5. Adoption of the agenda and Time Management Plan** | *1*  | Draft agenda | The agenda and time management plan were adopted without change. |
|  | *DT/1* | Draft Time Management Plan |
| **6. ITU-D four-year rolling Operational Plan 2022-2025** | *4* | ITU-D four-year rolling Operational Plan 2022-2025 | TDAG thanked the General Secretariat for an excellent document. Some Member States sought to know why the document had not been translated into all ITU official languages, given its importance for ITU-D. TDAG was informed that the document was originally prepared for the Council and was being translated and would be available in due course in the six languages of the Union. A further question raised was what is the relationship between this document, the draft four-year rolling operational plan for 2022-2025, and the work that will be undertaken by the Council Working Group on the draft strategic and financial plans? The General Secretariat responded that the 2022-2025 operational plan is based on the current structure of the strategic plan for 2020-2023 and also follows the the objectives in that plan. There are no real links. The future work of this Council Working Group will include in the 2024-2027 strategic plan new features and concepts, such as thematic priorities, that mirror the changes introduced in ITU-D. In some ways, the same goals or the same activities will be featured in the future plan. TDAG then endorsed the ITU-D four-year rolling Operational Plan for 2022-2025. |
| **7. Reporting on the implementation of the WTDC-17 Buenos Aires Action Plan (including the Regional Initiatives), and contribution to the implementation of the WSIS Plan of Action and the Sustainable Development Goals (SDGs)** | *2* | Report on the implementation of the BaAP (including RIs), and contribution to the implementation of the WSIS Plan of Action and the SDGs | TDAG underlined the importance of the report in Document 2, which is structured around the current 10 thematic priorities, and noted the ongoing discussions to reduce that number for the next four-year period.TDAG noted the document, welcomed the youth initiatives as refreshing, and underscored the importance of investing in youth and including them in the work of ITU. |
|  | *23* | Reporting on the Youth Strategy implementation |  |
| **8.ITU-D projects** | *11* | ITU-D Projects | TDAG noted the document with appreciation and expressed support for the ongoing work aimed at strengthening ITU project management practices. Responding to membership questions and comments, BDT emphasized that the identification of new projects is done jointly by the ITU team in the field (ITU regional and area offices), and headquarters (Thematic Priority Leads), and driven by membership through different mechanisms such as day-to-day interaction, information sharing at Regional Development Forums, TDAG, and other meetings. In addition, ITU conducts surveys through satisfaction questionnaires to members and shares the suggestions, proposals and ideas received. In conclusion, BDT proposed to organize an information session in the context of TDAG to showcase the new information systems and dashboards it has introduced to reinforce operational planning and project management. (See the summary of the information session under “Any other business.) |
| ***9. Preparations for WTDC-21*** | *16* | Preparations for the World Telecommunication Development Conference 2021 | TDAG noted with appreciation the document providing an outline of the WTDC preparations. However, there were some inconsistencies and it was agreed that the document would be updated to reflect the latest developments in the WTDC preparatory process. In particular, the mention of the second interregional meeting that had been planned for May 2021, but did not take place, should be deleted. Information regarding the reports of the regional preparatory meetings, held in April 2021, should be updated so that members refer to the correct versions in their preparations for WTDC. |
|  | *18* | Update on the preparations for the Youth Summit | TDAG noted this document with appreciation and agreed that the Youth Summit would also have to be postponed to a suitable date prior to 6 June 2022, in collaboration with the host country.  |
|  | *19* | Preparations for the WTDC-21 Partner2Connect for Digital Development Segment | TDAG noted the document and confirmed that following its decision taken in November 2020, the Partner2Connect for Digital Development Segment will take place as an integral part of the main WTDC programme from day two, to day four.  |
| **9.1 WTDC preparations and contingency plans for the work of ITU-D in the case of postponement of WTDC-21** | *10(Rev.1)* | Continuity plans for the work of ITU-D in case of postponement of WTDC-21 to June 2022  | TDAG noted with appreciation this comprehensive document highlighting the decisions that need to be taken to ensure business continuity in ITU-D, in the event that WTDC-21 is postponed.TDAG agreed that study groups continue their work, that additional interregional meetings be held, and that the TDAG Working Group on Strategic and Operational Plans (TDAG-WG-SOP) and the TDAG Working Group on WTDC Resolutions, Declaration and Thematic Priorities (TDAG-WG-RDTP) continue their workand report to an extraordinary meeting of TDAG in November 2021. TDAG decided that all documents that had been submitted to this TDAG meeting under agenda item 10.1 will be taken up by TDAG-WG-RDTP at its next meeting.TDAG examined and approved proposed dates for the meetings of these groups, as contained in Document TDAG-21/DT/6(Rev.2) and reproduced here for ease of reference:30 June-1 July 2021: TDAG-WG-RDTP.* 15-16 September 2021: TDAG-WG-RDTP.
* 4 October 2021: TDAG-WG-SOP.
* 11-15 October 2021: ITU-D Study Group 1.
* 18-22 October 2021: ITU-D Study Group 2.
* 8-12 November 2021: TDAG-21/2.
* 13-14 December 2021: Second Interregional Meeting (IRM-2).
* 14-15 March 2022: Third Interregional Meeting (IRM-3).

In addition, TDAG considered and updated Document 10(Rev.1) to include a table indicating the links where the revised texts for study group Questions may be found, including the four Questions that have had to be reformatted to comply with the template provided in Annex 3 of Resolution 1 (Rev. Buenos Aires, 2017) of WTDC.New and revised terms of reference for study Questions were not endorsed and will continue to be discussed at the study group meetings, to be held in October on the dates given above with the aim of reaching consensus. The results of these meetings will be submitted to the November 2021 meeting of TDAG for decision in accordance with the relevant provisions of Resolution 1 (Rev. Buenos Aires, 2017) of WTDC.  |
|  | *28* | African common proposal on African common position on the proposed revision of provision 1.8.2 of WTDC Resolution 1 | Document 28 and Document 34 were considered together. TDAG respect fully noted the position of ATU and the Africa region in regard to the ITU-D contribution to the ITU strategic plan and agreed to their request, made during this meeting, to place on record the following statement: “African Member States share the view that WTDC is the right venue to deliberate on, and approve, the draft ITU-D contribution to the strategic plan of the Union, for the various reasons expressed during this TDAG-21 meeting. In view of the current exceptional circumstances, African Member States recommend that the current process of TDAG-WG-SOP will continue to proceed forward. At the same time, provision 1.8.2 of Resolution 1 and Resolution 24 of WTDC will be kept unchanged. The processes as set in these resolutions will be honoured to ensure that in normal circumstances, WTDC still has the opportunity to receive proposals and entertain discussions on the strategic plan. The ITU-D advisory group (i.e. TDAG) will be able to discuss and send its final input to the Council Working Group on the strategic and financial plans which will be created at the next Council session for further development. Moreover, African Member States want to make sure that all their members’ views and positions are recorded in the minutes of this meeting. Any other options related to the discussed issue, can be envisioned and further elaborated in other appropriate ITU venues, such as the ITU Council. This statement is only confined to this current circumstance that we are witnessing and should not be taken in any way as a precedent.”TDAG decided that TDAG-WG-SOP will meet and pull together the aspirations and views of the D Sector in the form of input to the strategic plan and report to TDAG in November 2021.  |
|  | *34* | Discussion on the future of TDAG Working Group on Strategic and Operational Plans |
| **=** | *30* | Proposals for the continuation of the ITU-D Study Groups work in case of possible postponement of the WTDC-21" | TDAG noted with appreciation the proposed action plan put forward in this document and considered it within the scope of Document 10(Rev.1). TDAG further considered the revised Questions proposed in Documents 8, 9, 31 and 32. There were comments that some of the revised Questions were not presented in the proper template provided in Annex 3 of Resolution 1 (Rev. Buenos Aires, 2017) of WTDC. This was rectified immediately during the meeting. The conclusion on this matter is summarized under Document 10(Rev.1) above.  |
|  | *31* | Proposals on the revision of Terms of reference of Question 4/1 "Economic policies and methods of determining the costs of services related to national telecommunication/ICT networks, including next-generation networks"  | TDAG commended members of the management team of Question 4/1 and contributors for their efforts and hard work in producing an updated terms of reference (ToR). The conclusion on this matter is summarized under Document 10(Rev.1) above. |
|  | *32* | Proposals on the revision of Terms of reference of Question 7/1 "Access to telecommunications/ICT services by persons with disabilities and other persons with specific needs"  | TDAG also commended members of the management team of Question 7/1 and contributors for their efforts and hard work in producing an updated terms of reference (ToR). The conclusion on this matter is summarized under Document 10(Rev.1) above. |
|  | *33* | Views on ITU-D Study Group activities given likely WTDC-21 postponement  | TDAG noted with appreciation the proposals put forward in this document and considered it within the scope of Document 10(Rev.1) section 2 above, which lays out the plan for continuity of ITU-D study group work. In particular, TDAG agreed with the suggestion that ITU-D should leverage and promote output reports of study groups between now and the new proposed dates of WTDC, without the need to re-open discussion on these reports or subject them to further meetings or revisions.  |
|  | *37* | Proposal for continuation of the work of study Groups in view of the proposed postponement of WTDC before WTDC | TDAG noted with appreciation the proposal put forward in this document and considered it within the scope of Document 10(Rev.1) section 2 above,which lays out the plan for continuity of ITU-D study group work. Of particular note is the suggestion to promote the outcomes of the work undertaken during the 2018-2021 study period through workshops, webinars and publications to help address problems arising from the COVID-19 pandemic.  |
| **9.2. Structure of WTDC-21** | *17* |  Draft structure of the World Telecommunication Development Conference 2021 | TDAG noted the document with appreciation, and in particular the addition of the Partner2Connect for Digital Development Segment as a new integral part of the WTDC programme.  |
| **10. Report on preparatory process for WTDC-21** |  |  | TDAG and the Director of BDT thanked His Excellency Dr Ahmedin **Mohammed**, State Minister of Innovation and Technology for his inspiring remarks, passion and conviction; and for all the extensive preparations undertaken so far by Ethiopia as the WTDC host country. Both TDAG and Ethiopia look forward to advancing an inclusive preparatory process and an inclusive conference itself. And all are excited to stage a conference that delivers outcomes that are meaningful, achievable and impactful. |
| **10.1. Report on the work of the TDAG-WG-RDTP** | *21* | Chairman's report on the work of the TDAG Working Group on WTDC Resolutions, Declaration and Thematic Priorities | TDAG noted with appreciation the report of the Chairman of the TDAG Working Group on WTDC Resolutions, Declaration and Thematic Priorities (TDAG-WG-RDTP) and commended him for the tremendous work done by the group to facilitate the work of the conference. TDAG decided to extend the timeline for TDAG-WG-RDTP to continue and complete its work under the existing terms of reference and leadership according to the schedule approved by this meeting in Document TDAG-21/DT/6(Rev.2). TDAG noted the agreement already reached in TDAG-WG-RDTP to reduce the number of thematic priorities to the following four (with the proposal to have a fifth thematic priority still under discussion): a) Connectivity;b) Digital Transformation;c) Enabling Environment; and d) Resource Mobilization and International Cooperation.TDAG further decided that the following documents would be considered by TDAG-WG-RDTP: Documents 24, 26, 27, 29, 35 36 and DT/3*.* |
|  | *24* | Draft Addis Ababa Declaration | To be considered by TDAG-WG-RDTP. |
|  | *26* | African common proposal on ITU-D Thematic priorities | To be considered by TDAG-WG-RDTP. |
|  | *27* | African common proposal on ITU-D Thematic priorities | To be considered by TDAG-WG-RDTP. |
|  | *29* | African common proposal on modifications to Resolution 1 | To be considered by TDAG-WG-RDTP. |
|  | *35* | Multi-country contribution to TDAG on ITU-D/WTDC Thematic Priorities | To be considered by TDAG-WG-RDTP. |
|  | *36* | Proposal on WTDC-21 Draft Declaration | To be considered by TDAG-WG-RDTP. |
|  | *DT/3* | Inter-American Contribution (IAC) on Thematic Priorities | To be considered by TDAG-WG-RDTP. |
| **10.22 Report on the work of the TDAG-WG-SOP** | *22* | Report on the work of the TDAG-WG-SOP | The Chairman of TDAG-WG-SOP presented recommendations from the report of her group. In particular, she highlighted the recommendation that TDAG endorse the proposed thematic priorities already agreed in TDAG-WG-RDTP so that they can be used as ITU-D objectives for the next ITU strategic plan, specifically: Connectivity; Digital Transformation; Enabling Environment; and Resource Mobilization and International Cooperation. The meeting proposed in October 2021will review the draft of the ITU strategic plan after the Council Working Group's first public consultation in September 2021. TDAG commended the Chairman for the work accomplished so far by her group. TDAG decided to entrust TDAG-WG-SOP with the preparation of the Addis Ababa Action Plan and tasked the secretariat to provide a skeleton draft of the Addis Ababa Action Plan for consideration by TDAG-WG-SOP, and subsequent expansion at WTDC. The TDAG-WG-SOP Chairman committed to delivering on this expanded mandate with her two vice-chairmen.  |
| **10.3. Report of the Regional Preparatory Meetings Coordination Meeting (RPM-CM)** | *5* | Report of the Chairman of the RPM Coordination Meeting to TDAG | TDAG noted the document with appreciation. |
| **10.4. Report of IRM-1** | *3* | Report of the first and second Inter-Regional Meetings (IRMs) to prepare for WTDC-21 | TDAG noted the document with appreciation.  |
| **11. Report on Study Group activities** | *8* | ITU-D Study Group 1 activities for the seventh study period | TDAG noted with appreciation the report of the Chairman of Study Group 1 and congratulated her for the excellent work and for the achievements of the study group during the study period.Proposed revisions to Questions will be discussed further at the meeting of Study Group 1 in October 2021. |
|  | *9* | ITU-D Study Group 2 activities for the seventh study period | TDAG noted with appreciation the report of the Chairman of Study Group 2 and congratulated him for the excellent work and for the achievements of the study group during the study period.Proposed revisions to Questions will be discussed further at the meeting of Study Group 2 in October 2021.  |
| **12. Collaboration with the other Sectors** | *13* | Progress report of the Inter-Sector Coordination Group (ISCG) on issues of mutual interest | TDAG noted with appreciation the report of the Chairman of the Inter-Sector Coordination Group (ISCG) on issues of mutual interest and congratulated him for his excellent work as chairman of the group.TDAG proposed that the group next work on conformance and interoperability, given that this is a cross-cutting topic with implications for many fields. |
| **13. Membership, Partnership, Private Sector-related matters** | *7* | ITU-D Partnership and Resource Mobilization | TDAG noted the document with appreciation and underlined the importance of partnership and resource mobilization in the implementation of WTDC programmes. TDAG reiterated its support for the Director’s reform process aimed at achieving a “Fit4Purpose” BDT that is able to identify and leverage new opportunities, build new partnerships, and more effectively engage with BDT traditional long-standing partners. |
|  | *12* | ITU-D Sector Members, Associates and Academia | TDAG noted the report and commended the secretariat for the efforts made and the initiatives being implemented to build more value for its membership. The Chairman of the Industry Advisory Group for Development Issues and the Private Sector Chief Regulatory Officers (IAGDI-CRO) established under Resolution 71 (Rev. Buenos Aires, 2017) of WTDC, emphasized the importance of industry and private sector engagement in the work of ITU-D and highlighted the many existing platforms and initiatives in which these stakeholders should participate to ensure that their needs and priorities are heard and reflected in the ITU-D development agenda and in the overall ITU multistakeholder work. This view was echoed by the two IAGDI-CRO vice-chairmen in encouraging all industry representatives to engage actively in these vital conversations in the run-up to and at WTDC itself, and thus make a collective meaningful impact. TDAG, recognizing the great work being done in this area, also highlighted the importance of linking study group work to membership participation. |
| **14. Report by the Chairman of the Group on Capacity Building Initiatives (GCBI)** | *14* | Report on the work of the Group on Capacity Building Initiatives (GCBI) to TDAG | TDAG noted the report, expressed appreciation to GCBI and highlighted the importance of digital capacity and skills development in the work of BDT. TDAG recognized the impact of the COVID-19 pandemic on training and learning, including the growing shift towards online learning, and the need to address the digital skills requirements of youth and marginalized groups, through programmes such as the Digital Transformation Centre Initiative. |
| **15. Contribution to the work of the Expert Group on the International Telecommunication Regulations (EG-ITR)** | *6* | Expert Group on the International Telecommunication Regulations (EG-ITRS): progress report to TDAG | TDAG noted the progress report from the Expert Group on the International Telecommunication Regulations (EG-ITR) and requested that its appreciation be conveyed to the group, with the Chairman of TDAG informing participants that any inputs to the work of EG-ITR could be channelled through the BDT secretariat.  |
| **16. Update on ITU Regional Presence Review** | *20* | Report on Review of ITU Regional Presence | TDAG welcomed the report with appreciation. |
| **17. Measures and Principles for interpretation and translation in ITU** |  | -- | TDAG noted the information document on measures and principles for interpretation and translation in ITU, underscored the importance of this topic, and stressed the need to harmonize these measures across the Union. TDAG, appreciative of the explanation from the secretariat regarding requests for interpretation for non-statutory meetings, decided to consider including this issue in Resolution 1, which can only be done at WTDC. Any decision on the footnote should be taken after WTDC. |
| **18. Harmonization of ITU websites** | *25* | New OneITU website | TDAG welcomed the presentation on the One ITU website project and the next steps concerning the ITU-D website. The project aims to support content in the six languages of the Union on an equal footing. TDAG called for all issues being faced by delegates on the current website to be taken on board by the project team and to be resolved. |
| **19. Calendar of ITU-D events** | *15* | Calendar of ITU-D events | Document 15, containing the calendar of events for 2021-2022, and Document DT/6(Rev.1), proposing a calendar for the remainder of the preparatory process for WTDC-21, were considered together. TDAG noted the calendar for 2021 and 2022 with appreciation. TDAG then examined the proposed calendar for the remainder of the preparatory process and approved it. |
| **20. Any other business** |  | Demo on BDT dashboards | BDT secretariat presented its new information dashboards developed to support results-based management in BDT. The presentation included a live demo of two new dashboards developed by BDT: (1) The BDT Reporting Dashboard, developed to monitor the use of operational planning resources and facilitate collaboration between teams, as well as the identification of opportunities for repurposing resources throughout the year; and (2) the BDT Project Assessment Dashboard, a tool to identify the implementation status of projects using criteria such as % of achievement of activities, key performance indicators (KPIs) and disbursement of funds. The tool allows for a quick identification of projects with a risk of delay and facilitates decision-making to undertake corrective actions when necessary. The presentation was followed by interventions from several Member States, who expressed appreciation for the new tools and encouraged the secretariat to make them available to the rest of ITU, as well as to ITU delegates, for better transparency on the use of ITU resources.  |

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