



**Telecommunication
Development Bureau (BDT)**

Ref.: Circular BDT/DDR/TDAG/038

Geneva, 20 September 2024

To:

- Administrations of ITU Member States
- State of Palestine (Resolution 99)
- ITU-D Sector Members
- ITU Academia
- TDAG Bureau members
- Chairs and Vice-Chairs of ITU-D study groups
- Regional Telecommunication Organizations

Subject: Kick-off meeting of the TDAG Informal Coordination Group on the Global Youth Summit and the Global Celebration (TDAG-ICG-GYS)

Dear Sir/Madam,

During its last meeting (19-23 May 2024), TDAG approved the creation of a TDAG Informal Coordination Group on the Youth Summit (TDAG-ICG-GYS). This Informal Coordination Group will contribute their expertise and ideas and provide advice to the BDT Director to support a successful Global Youth Summit and a possible Youth Celebration at the WTDC-25.

The coordinators of the informal group are Ms Agustina BRIZIO (Argentina), Ms Ke WANG (China), Mr Abdoulkarim OLOYEDE (Nigeria), and Ms Shahad ALBALAWI (Saudi Arabia).

The group is open to all ITU-D membership, preferably youth representatives.

All meetings of this group will be conducted virtually. To initiate the work of this Informal Coordination Group, the first meeting has been scheduled as follows:

Group	Date of kick-off meeting
TDAG Informal Coordination Group on the Youth Summit and the Global Celebration (TDAG-ICG-GYS) https://www.itu.int/en/ITU-D/Conferences/TDAG/Pages/2024/TDAG_ICG_GYS.aspx	25 September 2024, 1300h-1600h CET

In line with WTDC Resolutions 55 and 76 (Rev. Kigali, 2022), and with the aim to organize inclusive and gender responsive meetings, you are invited to support and encourage the participation of women and young people in your delegation.

Interested members are invited to subscribe to the dedicated mailing list for this Informal Coordination Group at [this link](#). Future communications related to this Informal Coordination Group, including announcements for follow-up meetings, will be made through this mailing list.

The draft agenda for this kick-off meeting is available in Annex 1. Detailed information on how to participate and contribute to this meeting is available in Annex 2.

The TDAG secretariat is at your disposal for further information or clarification, as required (e-mail: tdagsecretariat@itu.int).

I look forward to your active participation in the work of this TDAG Informal Coordination Group.

Yours faithfully,

[Original signed]

Cosmas Luckyson Zavazava
Director

TDAG Informal Coordination Group on the Youth Summit and the Global Celebration (TDAG-ICG-GYS)

Kick-off meeting, virtual, 25 September 2024



Draft agenda

	Items	Documents
1.	Welcome Remarks	
2.	Approval of the agenda	TDAG-ICG-GYS/1 (draft agenda)
3.	Contributions submitted to TDAG-ICG-GYS	TDAG-ICG-GYS/2 (draft terms of reference) TDAG-ICG-GYS/3 (proposed calendar of meetings and Chair rotation) TDAG-ICG-GYS/4 (background paper)
4.	Updates on the Global Youth Summit preparations	
5.	Any other business	

Annex 2**INFORMATION NOTE FOR PARTICIPANTS****Registration**

Registration is mandatory and carried out exclusively on-line via Designated Focal Points (DFPs) for ITU-D event registration. Participants must first complete an online registration form and submit their registration request for approval by the corresponding focal point. An [ITU user account](#) is required for this purpose.

[Register here](#)

For assistance with the registration process, please contact: BDTMeetingsRegistration@itu.int

Remote participation and webcast

Interactive remote participation will be provided for the meeting. Advance registration is required to participate remotely. Instructions on how to connect to the remote participation platform will be sent to registered participants.

Webcast will also be available ([TIES access](#) required). Registration is not required to follow the webcast.

Languages and captioning

Meetings of the TDAG-ICG-GYS will be held in English only.

Captioning will be provided in English and displayed in the meeting room, on the remote participation platform, and on the event website.

Contributions

Your contributions to the work of the TDAG-ICG-GYS will be highly appreciated. A joint contribution with other administrations and organizations requires the written approval of the parties involved.

Contributions must be submitted using the online template available on the [dedicated website](#) for the TDAG-ICG-GYS. Please attach the original Word version of your contribution to the online submission form to ensure that all hyperlinks, graphics and tables are correctly displayed.

Documentation

TDAG-ICG-GYS meetings are paperless.

An ITU user account with [TIES access](#) is required to download the meeting documents.

Other practical information

You will find all other practical information on the [dedicated website](#) for the TDAG-ICG-GYS. Do not hesitate to contact the **TDAG secretariat** with any questions you may have regarding these meetings and the activities of the TDAG-ICG-GYS (by e-mail: tdag-secretariat@itu.int).
