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| **Telecommunication DevelopmentAdvisory Group (TDAG)****31st Meeting, Geneva, Switzerland, 20-23 May 2024** | A close up of a sign  Description automatically generated |
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|  | **Document TDAG-2****4/25-E** |
|  | **9 April 2024** |
|  | **Original: English** |
| Chair, TDAG-WG-future SGQ |
| **Progress report on the work of the TDAG-WG-future SGQ, including terms of reference** |
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| **Summary:**This document presents a report on the activities of the TDAG Working Group on the future of Study Group Questions (TDAG-WG-future SGQ).**Action required:**TDAG is invited to note this document and provide guidance as deemed appropriate.**References:**n/a |

1. **Opening of the meeting and approval of agenda**

The first meeting of the TDAG Working Group on the future of SG Questions (TDAG-WG-futureSGQ) took place fully online on 4 March 2024.

Mr Ahmed Sharafat (Iran), Chair of the TDAG-WG-futureSGQ welcomed all present (see list of participants [TDAG-WG-futureSGQ/5](https://www.itu.int/md/D22-TDAG.WG.SGQ-C-0005/)). He acknowledged the presence of TDAG Chair Ms Roxanne McElvane Webber (USA) and Study Group Chairs Ms Fleur Regina Assoumou-Bessou (Côte d’Ivoire) and Mr Fadel Digham (Egypt). The agenda as per document [TDAG-WG-futureSGQ/1](https://www.itu.int/md/D22-TDAG.WG.SGQ-C-0001/) was presented by the Chair of TDAG-WG-futureSGQ and was approved.

1. **Contributions to discuss**
	1. **The contribution** [**TDAG-WG-futureSGQ/2**](https://www.itu.int/md/D22-TDAG.WG.SGQ-C-0002/) **(terms of reference) submitted by the Chair to TDAG-WG-futureSGQ was discussed.**
2. The Chair requested comments on Item (a) of the Terms of Reference. Mr Mazar (ATDI, France) proposed to include ITU-D Study Groups in item (a). The Chair explained that item (a) does not refer to TDAG or ITU-D SG as it is at a higher level and the point of Mr Mazar was noted. Mr Plossky (Russian Federation) proposed to be clear on study Questions changes being only a part of Resolution 2 and on who is assisted - ITU-D Members or Member States. The Chair clarified that the text in item (a) indeed takes into account the specific changes in the context of Future of Questions only. Mr Hirayama (Brazil) shared his appreciation for the single platform approach which allows both SG1 and SG2 discussions to take place together. Mr Digham observed items (a) to (c) can be reviewed for clarity on who we are assisting ITU-D members or ITU members and how we assist them to limit overlaps. Mr Al Zarooni (UAE) proposed language amendments to item (a) for clarity. Mr Mazar recalled the importance for ICT sector and Academia memberships to engage in discussions. Ms Roxanne McElvane Webber provided her inputs and agreed on being inclusive especially since this working group is under TDAG which is open to all ITU-D membership. Mr Burton (USA) proposed to clarify on who can participate and be assisted. The Chair indicated that all participants are ITU-D members and they can be assisted on their request. Item (b) and Item (c) were discussed together with item (a) and a final agreement was reached to merge items (a) and (c). Item (b) was reworded.
3. Mr Agrawal (India) proposed amendments to item (c) which was previously item (d). Ms Roxanne McElvane Webber proposed tapping on the views of subject matter experts within BDT that are ITU HQ focal points and regional focal points to specific Study Questions.
4. Mr Hirayama requested clarifications on coordinators’ role between SGs and TDAG. The active engagement of coordinators shall include to convey views between SGs to TDAG-WG-futureSGQ and vice versa.
5. Item (d) was agreed following a query from Mr Burton and a change proposed by Mr Al Zarooni.
6. Item (e) was agreed with no changes.
7. The composition of TDAG-WG-futureSGQ was discussed and is presented as below. Procedurally, TDAG will be requested to approve these terms of reference (ToRs) and the proposal for the composition of its membership.
	* 1. Vice chairs are SG1 and SG2 chairs,
		2. Team members will include SG1 and SG2 coordinators on Future of Questions,
		3. Other members of TDAG as per their interest.
8. The updated ToRs as below was approved after the TDAG Chair, Ms Roxanne McElvane Webber, reviewed the English language as per her proposal.

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| **Updated and Agreed Terms of Reference**1. To act as a single platform for focused discussions on future ITU-D study Questions, and to assist ITU membership in their preparations for the next WTDC by proposing specific changes to Resolution 2 (Rev. Kigali, 2022) on the scope of ITU-D study Questions, their number, titles, and terms of reference, taking into consideration the evolution of ICTs, priorities of ITU membership, as well as current and past activities/outcomes of ITU-D study groups.
2. To align, as far as possible, the proposed study Questions to BDT priorities, proposed regional initiatives, the 2030 Sustainable Development Goals and WSIS Action Lines (C2, C5 and C6) for which ITU has lead responsibility.
3. To research and acquire views of ITU membership through relevant channels including surveys, contributions and meetings.
4. To liaise with ITU-D Study Groups through the appointed ITU-D Study Groups 1 and 2 coordinators for the future of study Questions. The coordinators may, inter alia, upon the request of the ITU membership, assist them to prepare contributions on Future of Questions.
5. To submit regular updates to TDAG.
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* 1. **The contribution** [**TDAG-WG-futureSGQ/3**](https://www.itu.int/md/D22-TDAG.WG.SGQ-C-0003/) **(future meetings) submitted by the Chair to TDAG-WG-futureSGQ was discussed.**
1. Mr Mazar proposed having meetings during April-May RG meetings (at break times) and setting up a correspondence group with a collaborative workspace. The Chair explained there would not be enough time and material by the TDAG meeting time. The Chair indicated he will consult the secretariat on setting up a correspondence group with a collaborative workspace.
2. The document was agreed without change.
	1. **The contribution** [**TDAG-WG-futureSGQ/4**](https://www.itu.int/md/D22-TDAG.WG.SGQ-C-0004/) **(background paper) submitted by the Chair to TDAG-WG-futureSGQ was presented to trigger discussions in the time left for this meeting and for potential contributions for the next meeting.**
	2. With regards to item (2) of this document, Mr Mazar indicated Q1/1 and Q5/1 overlaps and hopes for addressing this. With regards to item (3), he indicated that the mapping for ITU-R will need updating.
	3. Mr Plossky indicated on Item (1) that in Kigali with Mr Digham as adhoc chair on Res 2, all ToRs were updated drastically with new topics. On Item (2), depending on contributions received, the relevant scope and ToRs of the Questions is addressed – it is not mandatory that all the topics of ToRs be addressed. The opportunity to revise existing documents is an interesting new opportunity which aligns with ITU-R and ITU-T. On item (3), the mapping is done, but results from the use of this mapping are yet to be seen, e.g., getting more liaison statements. With regards to item (4), he asked how this group can improve efficiency and optimise resources. The Chair explained that the number of study Questions dictates the number of days of meetings needed. Mr Plossky was happy with the need for item 4 thereon.
	4. Mr Hirayama appreciated this document which has guiding principles and shared views namely to look at innovation and emerging technologies (such as metaverse) while also studying the basic foundation for development, namely connectivity. He indicated a potential contradiction between item (2) and (4) – fewer Questions means broader topics and fewer Questions leads to better resource management.
	5. Mr Mazar shared that at ITU-R most of the work is done at Working Party level and recommendations are discussed at Study Group level - the approach is not the same in ITU-D. He indicated that a few weeks back at ITU-R WP 1, Mr Plossky had stated that economic aspects (Q4/1) should be referenced in the monitoring handbook, and he agrees with him. He is of the view that 7 Questions in each SG is a good balance.
	6. The document was noted.
3. **AOB**
4. Ms Regina Fleur Assoumou-Bessou thanked the Chair and reiterated an element from the joint SG1 and SG2 meeting of 31 October 2023 where the following was noted.

“SG1 and SG2 and TDAG Chairs shared the following suggestions for the discussions on future study Questions:

* Conduct a preassessment of different subjects on a monthly basis in a transparent way similar to the work being undertaken in an ITU-T Focus Group to that effect,
* A first less formal meeting for brainstorming,
* Transparent and regular communication with all,
* All rapporteur groups to start considering the future of Questions,
* Use the tradition end of period SG survey to get ideas on what people think of future Questions and on products of ITU-D SGs.”

She also noted that Regional Preparatory Groups are active and Future of Questions proposals can be exchanged for alignment.

1. The TDAG Chair, Ms Roxanne McElvane Webber, congratulated Mr Sharafat on a successful start with valuable inputs in the meeting.
2. The Chair closed the meeting with a note of thanks and a request for all present to provide contributions for the next meeting (online) to be held on 3 September 2024.

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