

Terms of Reference of ITU Expert Group on Telecommunication/ICT Indicators (EGTI) (Rev. 2026)

DRAFT

Background

In 2011, the Telecommunication Development Bureau (Secretariat) established the Expert Group on Telecommunication/ICT Indicators (EGTI) as an advisory group to review existing and develop new telecommunication/ICT supply-side indicators on a continuous basis, including reviewing and developing harmonized definitions and data collection methodologies to keep up to date with the fast changing nature of ICT technologies and services, to decide on ICT indicators from the supply side to be collected through the ITU statistical questionnaires on telecommunications/ICTs, and to periodically review the *ITU Handbook for the Collection of Administrative Data on Telecommunications/ICT*. These indicators are agreed within the group and subsequently used by the Secretariat and other stakeholders to produce relevant and comparable statistics.

The work of EGTI is supported by Resolution 8 (Rev. Baku, 2025) of the World Telecommunication Development Conference and Resolution 131 (Rev. Bucharest, 2022) of the Plenipotentiary Conference, which acknowledge the importance and pivotal role of the Expert Group on Telecommunication/ICT Indicators (EGTI) and the Expert Group on ICT Household Indicators (EGH) and the Expert Group on Telecommunication/ICT Indicators (EGTI) in developing and reviewing telecommunication/ICT indicators, methodologies and statistical standards, including for monitoring digital development, the digital divide and progress towards the Sustainable Development Goals. The resolutions further instruct the Telecommunication Development Bureau (BDT) to convene regular meetings of EGH and EGTI, facilitate their work, and consult them on ICT indicators, methodologies and benchmarking activities.

These terms of reference are reviewed and revised in accordance with Resolution 8 (Rev. Baku, 2025) of the World Telecommunication Development Conference.

Name

The name of the expert group is Expert Group on Telecommunication/ICT Indicators, or EGTI for short.

Scope of work

EGTI shall perform the following duties:

- To review existing and develop new telecommunication/ICT supply-side indicators on a continuous basis, including reviewing and developing harmonized definitions and data collection methodologies to keep up to date with the fast-changing nature of ICT technologies and services.

- To agree on ICT indicators from the supply side to be collected through the ITU statistical questionnaires on telecommunications/ICTs.
- To periodically review the *ITU Handbook for the Collection of Administrative Data on Telecommunications/ICT*. The Handbook should be updated to reflect the updated definitions and methodologies. In particular, the group's reviews and recommendations — including revised ICT supply-side indicators and experiences and lessons learnt — will inform and feed into those updates.
- To collaborate with the Expert Group on ICT Household Indicators (EGH) on issues and topics of common interest.
- To establish and oversee subgroups, as appropriate, to undertake specific tasks and studies in support of the objectives and activities set out above.
- To collaborate with EGH, within their respective areas of expertise, in the review, revision and further development of telecommunication/ICT benchmarking, including relevant indicators and methodologies for the ICT Development Index and ICT Price Baskets, in accordance with Resolutions 8 (Rev. Baku, 2025) and 131 (Rev. Bucharest, 2022)

Membership

The group shall be composed of experts from ITU membership as well as invited ICT experts, engineers, statisticians and analysts who are familiar with the technologies, the services and the indicators needed to measure them. In particular, national regulatory agencies, relevant ministries and national statistical agencies are encouraged to participate as they are the main producers of ICT indicators collected from telecommunication operators and service providers, and therefore the main users of the outcome of the work of the group.

Members shall remain part of the group until they choose to withdraw. Members are expected to notify the Secretariat of their intention to withdraw.

Governance

- The work of EGTI shall be led by a Chair and at least one Vice-Chair.
- The Chair and the Vice-Chair(s) shall be appointed by the Director of BDT following an open call for expressions of interest with the members of the Group. In making the appointments, the Director shall have regard, as applicable, to the relevant principles and criteria set out in Resolution 208 (Rev. Bucharest, 2022), including professional competence and experience, continuity of participation, managerial ability, availability, equitable geographical distribution, and the participation of developing countries. The number of Vice-Chairs appointed shall be limited to that necessary for the efficient and effective management of the Group.
- The Chair and the Vice-Chair(s) shall be experts in the topic of supply-side telecommunication/ICT statistics and should have participated in methodological discussions on this topic at the international level prior to their appointment.
- The Director of BDT shall seek to ensure balanced geographical representation.

Duties of the Chair:

- To facilitate discussions in EGTI meetings and other related events.

- To prepare the annual work plan for EGTI, in collaboration with the Vice-Chair(s) and the Secretariat, based on the outcomes of EGTI annual meeting.
- To lead the exchange of ideas on the discussion topics using the [online forum](#) by opening the various discussion topics at the beginning of the year, posting contributions actively on the online forum, proposing future discussion topics, and proposing the formation of subgroups to work on specific topics/issues relevant to the work of EGTI.
- To present, as appropriate, the outcomes of the EGTI's work.
- To provide comments, as needed, on briefing documents and summary reports for EGTI meetings and related events.
- Communicate and collaborate as appropriate with the ITU secretariat in the performance of the above-listed duties.
- To encourage active participation by members in the work of the EGTI.

Duties of the Vice-Chair(s):

- The Vice-Chair(s) shall support the work of the Chair during EGTI meetings, as well as the preparation of input documents for the meetings, and for the discussions in the online forum.
- The Vice-Chair(s) shall deputize for the Chair and conduct the work of the group in the absence of the Chair.

Tenure

The Chair and the Vice-Chair(s) shall serve a term of four years and may be reappointed once. Appointments made to fill a vacancy shall be for the remainder of the unexpired term and shall not count towards the appointee's term of office. The incumbent Chair and Vice-Chair(s) shall remain in office until their successors assume their functions. Where the Chair is unable to complete the term, the Director of BDT shall designate one of the Vice-Chairs to serve as Chair for the remainder of the term. Where a Vice-Chair is unable to complete their term, the Director of BDT shall appoint a new Vice-Chair, as appropriate, in accordance with the procedure described above. Appointments of the Chair and Vice-Chair(s) shall be announced at the annual EGTI meeting upon completion of the respective terms.

Secretariat

The ICT Data and Analytics Division within the Digital Knowledge Society Department of the Telecommunication Development Bureau (BDT) shall provide secretariat services to EGTI.

Working methods

At its annual meeting, EGTI will identify topics to be addressed by dedicated subgroups during the following study period. Members wishing to join a subgroup should contact the Secretariat at indicators@itu.int.

Once a subgroup is established, the EGTI Chair, in consultation with the Vice-Chair(s) and the Secretariat, will nominate a Member or Members to be subgroup rapporteur or co-rapporteurs with relevant expertise to lead the subgroup's work. Additional experts with relevant expertise that are not Members may be invited by the Chair and the Secretariat to participate, as appropriate.

Each subgroup shall operate under its own terms of reference, established by the subgroup rapporteur or co-rapporteurs in consultation with the EGTI Chair and the Secretariat. The terms of reference shall define the scope of work, working methods, timelines and deliverables. The rapporteur or co-rapporteurs shall lead the discussions and prepare a summary report on the subgroup's activities and recommendations. The report shall be presented to EGTI at the subsequent annual meeting for consideration and possibly adoption by members.

Members of the EGTI subgroups may determine the most appropriate tools to support their work.

EGTI members are encouraged to use the [online forum](#) actively to exchange ideas, share documents, and provide comments.

Members may submit contributions to subgroups and EGTI annual meetings through the online forum, the [BDT submission tool](#), or by email to the Secretariat at indicators@itu.int. Contributions to the EGTI annual meeting shall be submitted to BDT no later than 12 calendar days before the meeting, in accordance with Resolution 8 (Rev. Baku, 2025).

The Secretariat shall post relevant administrative documents, information documents, reports, and contributions in a timely manner. Documents and contributions related to the work of a subgroup shall be posted in the corresponding subgroup folder in the [BDT Document Centre](#). Documents and contributions related to an EGTI annual meeting shall be posted in the corresponding annual meeting folder in the BDT Document Centre and on the annual meeting website.

The Secretariat shall maintain the [EGTI webpage](#) with up-to-date information on EGTI, including its activities, governance, history, and decisions, as well as standardized guidelines for the submission of contributions, in accordance with Resolution 8 (Rev. Baku, 2025), and information on how to access relevant documents, including links to the relevant folders in the BDT Document Centre. The Secretariat shall update the guidelines and links as needed.

Annual meeting

EGTI shall convene one in-person meeting every year in Geneva or another location. Members are encouraged to actively contribute to the discussions during these meetings and come to a consensus on the discussion items included in the agenda.

Reporting

The EGTI Chair shall report on the work of the group, including latest development, adopted recommendations, and future work:

- to ITU-D's Telecommunication Development Advisory Group (TDAG), in accordance with Resolution 8 (Rev. Baku, 2025); and
- to WTIS, in accordance with Resolution 8 (Rev. Baku, 2025).