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| **Radiocommunication Advisory Group Geneva, 5-8 May 2015** |  |
| **INTERNATIONAL TELECOMMUNICATION UNION** |  |
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|  | **Document RAG15-1/3-E** |
| **2 April 2015** |
| **Original: English** |
| Coordinator of the RAG Correspondence Group  on Electronic Document Handling (EDH)[[1]](#footnote-1) | |
| PROGRESS REPORT on edh activities | |

# 1 Introduction

The Radiocommunication Assembly formed the Electronic Document Handling (EDH) correspondence group reporting to the RAG as announced in [Administrative Circular CA/130](http://www.itu.int/md/R00-CA-CIR-0130/e).

Since the 2014 meeting of the RAG, there has been no activity within the EDH correspondence group, which may be taken as an indication that things are progressing well with respect to the use of electronic facilities in ITU‑R. The past correspondence is available in the [Archive](http://ties.itu.int/listarchives/rag-edh)[[2]](#footnote-2) of the [rag‑edh@itu.int](mailto:rag-edh@itu.int) e-mail reflector. Some informal discussions and suggestions by delegates and the EDH Coordinator have been pursued with the BR.

The activities of the Telecommunication Standardization Sector should also be noted, in particular the WTSA [Resolution 32 – Strengthening electronic working methods for the work of ITU-T](http://www.itu.int/pub/T-RES-T.32-2012).

The previous progress report is in [Document RAG14-1/19](http://www.itu.int/md/R14-RAG14-C-0019/en)[[3]](#footnote-3).

# 2 Registration of delegates

The online web-based Event Delegate Registration System (EDRS) is currently being used for all ITU-R meetings.

A single, integrated CRM (Customer Relationship Management) platform for the management of clients, members, events, etc. is still being developed by the ITU with additional delegate registration functions included with respect to EDRS. The system has already been used for Telecom in 2014 and it is in the process of being extended to the rest of ITU.

# 3 Use of SharePoint for correspondence groups

A communication template is being developed to provide a single interface for correspondence groups and Rapporteur group meetings. The functionalities include the use of SharePoint for the submission of documents and the management of distribution lists and mailing lists.

# 3 ITU website migration and redesign

ITU has updated its website and the server infrastructure was renewed and migrated to SharePoint 2013 by the end of 2013. The migration of most important ITU-R webpages is nearly completed. The FrontPage Web services were frozen end of June 2014 (some sites/pages will be retired, some will remain “as is”, the others have been migrated already).

The new design (more modern “look and feel”) was deployed for the main pages of the sites in 2013.

It is important that with all these updates the ITU webpages have permanent links and, if due to new directory structures, some locations need to change it is important that a mapping or redirection feature be provided for the former URLs. Mechanisms have been developed for generating permanent shortcuts to pages (e.g. [www.itu.int/cybersecurity](http://www.itu.int/cybersecurity) will always bring you to the main cybersecurity page, wherever it is located).

# 5 Distribution of Circular Letters by e-mail

The current practice in the BR for the distribution of circular letters may need to be reviewed in line with Annex 2 to Decision 5 (Rev. Busan, 2014) on Measures for Reducing Expenses, and the results reflected in the revision of Resolution ITU-R 1-6.

# 6 Proposal

It is proposed that more groups should try the various approaches available in ITU-R for EDH, with the goal of making our work in ITU-R easier and more productive. The experiences and suggestions for further improvements should be sent to the RAG-EDH correspondence group: [rag-edh@itu.int](mailto:rag-edh@itu.int).

However, the latest contribution to the correspondence group was received in 2005 and the progress reports on EDH activities to the RAG have been limited to providing updates about EDH developments within ITU-R as gathered from the BR and the IS departments. This somehow duplicates information reported elsewhere, including the Director’s Report to the RAG (e.g. see [Addendum 2](https://www.itu.int/md/dologin_md.asp?lang=en&id=R15-RAG15-C-0001!A2!MSW-E) to [Doc. RAG15-1/1](http://www.itu.int/md/R15-RAG15-C-0001/en)). For these reasons the RAG may consider whether the RAG Correspondence Group on EDH needs to continue or could be closed.

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2. <http://ties.itu.int/listarchives/rag-edh> [↑](#footnote-ref-2)
3. Former reports appear in Doc. [RAG14-1/19](http://www.itu.int/md/R14-RAG14-C-0019/en), [RAG13-1/6](http://www.itu.int/md/R13-RAG13-C-0006/en), [Doc. RAG12-1/6](http://www.itu.int/md/R12-RAG-C-0006/en), [RAG11-1/5](http://www.itu.int/md/R11-RAG2011-C-0005/en), [RAG10-1/4](http://www.itu.int/md/R10-RAG-C-0004/en), [RAG09-1/4](http://www.itu.int/md/R09-RAG-C-0004/en), [RAG08-1/4](http://www.itu.int/md/R08-RAG-C-0004/en), [RAG07-1/2](http://www.itu.int/md/R07-RAG-C-0002/e), [RAG05-1/5](http://www.itu.int/md/R05-RAG-C-0005/e) and [RAG04-1/15](http://www.itu.int/md/R04-RAG-C-0015/e). [↑](#footnote-ref-3)