|  |  |  |
| --- | --- | --- |
| The International Teleocmmunication Union - Connecting the World. | **International telecommunication union****Telecommunication Standardization Bureau**  | cid:image001.png@01D36D16.2FD1E7F0 |
|  | Geneva, 3 December 2018 |
| Ref: | **TSB Collective letter 3/SG3RG-AFR**SG3/AM | - To the members of the Study Group 3 Regional Group for Africa (SG3RG-AFR); - To the ITU Area Office, Harare, Zimbabwe;- To the ITU Regional Office, Addis Ababa, Ethiopia  |
| Tel: | +41 22 730 6251 |
| Fax: | +41 22 730 5853 |
| E-mail: | tsbsg3@itu.int  |
| Web: | <http://itu.int/go/tsg03>  |
| Subject: | **Meeting of** **ITU-T SG3 Regional Group for Africa (SG3RG-AFR); Antananarivo, Madagascar,18-22 February 2019** |

Dear Sir/Madam,

It is my pleasure to invite you to attend the next meeting of ITU-T SG3 Regional Group for Africa (SG3RG-AFR), which will be held at the kind invitation of the Autorité de Régulation des Technologies de Communication (ARTEC), at Carlton de Madagascar in Antananarivo, Madagascar, from 18 to 22 February 2019, inclusive.

The meeting will be preceded by a one-day Regional Standardization Forum (RSF) on 18 February 2019.

The Regional Standardization Forum (RSF) will start at 0930 hours on Monday, 18 February 2019, followed by the meeting of ITU-T SG3RG-AFR at 1630 hours on the same day. The latter event will be restricted to delegates and representatives of Administrations and operating agencies of the region, in conformity with clause 2.3.2 of Section 2 of ITU-T Resolution 1 (Rev. Hammamet, 2016). Please note that continuity of representation would be helpful to the group’s work.

Participant registration will begin at 0830 hours at the venue. Detailed information concerning the meeting rooms will be displayed at the entrances of the venue. Additional information about the meeting is set forth in **Annex A**.

The draft Agenda of the meeting is set out in **Annex B**.

Practical information relating to the venue will be posted on the SG3RG-AFR webpage at:
<http://www.itu.int/en/ITU-T/studygroups/2017-2020/03/sg3rgafr/Pages/default.aspx>

**Key deadlines**:

|  |  |
| --- | --- |
| 19 January 2019 | - Pre-registration (online via the [SG3RG-AFR website](https://www.itu.int/en/ITU-T/studygroups/2017-2020/03/sg3rgafr/Pages/default.aspx)) |
| 19 January 2019 | - Fellowship requests (application form and guidelines can be found in the attached **Form 1**) |
| 5 February 2019 | - Final deadline for Contributions (by e-mail to tsbsg3@itu.int) |

I wish you a productive and enjoyable meeting.

|  |  |
| --- | --- |
| Yours faithfully,*(signed)*Chaesub LeeDirector of the TelecommunicationStandardization Bureau | VThis QR code redirects to the latest meeeting information at: http://handle.itu.int/11.1002/groups/sg3rg-arb ITU-T SG3RG-AFR |
| Latest meeting information |

**Annexes**: 2

ANNEX A

MAKING CONTRIBUTIONS

**DEADLINES FOR CONTRIBUTIONS**:We invite you to submit your Contributions by e-mail to the following address: tsbsg3@itu.int. The deadline for Contributions is 12 (twelve) calendar days before the meeting. Such Contributions will be published on the Study Group 3 RG-AFR website and must be received by TSB **no later than 5 February 2019**.

**TEMPLATES**: Please use the provided set of templates to prepare your meeting documents. The templates are accessible from each ITU‑T study group web page, under “Delegate resources” (<http://itu.int/ITU-T/studygroups/templates>). The name, fax and telephone numbers and e-mail address of the person to be contacted about the Contribution should be indicated on the cover page of all documents.

**WORKING METHODS AND FACILITIES**

**INTERPRETATION**: In agreement with the Chairman of the group, the working language of the meeting will be English and French.

**WIRELESS LAN** facilities and Internet access will be available at the venue of the event.

**PRE-REGISTRATION, FELLOWSHIPS AND VISA SUPPORT**

**PRE-REGISTRATION**:Pre-registration is mandatory and is to be done online via the study group home page **at least one month before the start of the meeting**. The membership is invited to include women in their delegations whenever possible.

**FELLOWSHIPS**: Two partial fellowships per administration may be awarded, **within the Arab Region only**, subject to available funding, to facilitate participation from [Least Developed or Low Income Countries](https://www.itu.int/en/ITU-T/gap/Documents/Fellowships_BSG_EligibleCountries.pdf). **Fellowship requests** (using enclosed **Form 1**) **must be received by 19 January 2019 at the latest. It is strongly recommended to register for the event and to start the request process at least seven weeks before the meeting**. Please note that the decision criteria to grant a fellowship include: available ITU budget; active participation, including the submission of written contributions; equitable distribution among countries and regions; and gender balance.

**VISA SUPPORT**: As this meeting is organized outside Switzerland, visa support requests are to be addressed directly to the host of the meeting. Instructions are found in the “Practical information” on the SG3RG-AFR webpage at: <http://www.itu.int/en/ITU-T/studygroups/2017-2020/03/sg3rgafr/Pages/default.aspx>.

**FORM 1 - FELLOWSHIP REQUEST**

|  |  |  |
| --- | --- | --- |
| The International Teleocmmunication Union - Connecting the World. | **Meeting of ITU-T SG3RG-AFR** and the Associated**Regional Standardization Forum (Antananarivo, Madagascar, 18-22 February 2019)**Request for one partial fellowship (submission deadline **19 January 2019**) |  |
| Please return completed form, preferably by e-mail, to:ITU Fellowships, Geneva (Switzerland) | E-mail: fellowships@itu.intTel: +41 22 730 5227Fax: +41 22 730 5778 |
| **Applications from women are encouraged** |
| Registration number (required):(Pre-registration is [online only](https://www.itu.int/en/ITU-T/studygroups/2017-2020/03/sg3rgafr/Pages/default.aspx)) |  |
| Title(s) of Contributions submitted/planned: |  |
| Country ([list of eligible countries](https://www.itu.int/en/ITU-T/gap/Documents/Fellowships_BSG_EligibleCountries.pdf)): |  |
| Name of the Administration/Organization: |  |
| Professional role/title: |  |
| Mr/Mrs/Ms: |  |
| Applicant’s family name: |  |
| Applicant’s given name: |  |
| Address: |  |
| Telephone: |  |
| Fax: |  |
| E-mail: |  |
| Passport number: |  |
| Date and place of issue: |  |
| Passport valid until (date): |  |
| Nationality: |  |
| Date of birth: |  |
| Please select your preferred fellowship type (one only),which ITU will do its best to accommodate:[ ]  **Economy class air ticket (duty station -> event venue -> duty station)**[ ]  **Subsistence allowance intended to cover accommodation, meals & misc. expenses** |
| **Signature of applicant:**  | **Date:**  |
| TO VALIDATE THIS FELLOWSHIP REQUEST, THE NAME, TITLE AND SIGNATURE OF THE CERTIFYING OFFICIAL DESIGNATING THE PARTICIPANT MUST BE COMPLETED BELOW, ALONG WITH AN OFFICIAL STAMP.N.B. IT IS IMPERATIVE THAT FELLOWS BE PRESENT FROM THE FIRST TO THE LAST DAY OF THE MEETING. |
| **Signature and stampof certifying official:**  | **Date:**  |

**ANNEX B**

**DRAFT AGENDA
Meeting of ITU-T SG3RG-AFR, Antananarivo, Madagascar, 18-22 February 2019**

|  |  |
| --- | --- |
| **1** | Opening of the meeting |
| **2** | Adoption of the agenda |
| **3** | Available documents (Contributions and TDs) |
| **4** | Overview of ITU-T Study Group 3 and working methods |
| **5** | Review of outcomes of PP-18,  previous SG3 parent and Regional Group meetings |
| **6** | Economic impact of OTTs |
| **7** | Tariff, Charging Issues of Settlements Agreement of Trans-multi-country Terrestrial Telecommunication Cables |
| **8** | Mobile Financial Services |
| **9** | International Roaming |
| **10** | Relevant market definition and identification of operators with Significant Market Power (SMP) |
| **11** | Big Data and Digital Identity |
| **12** | International Internet Connectivity |
| **13** | Dispute Resolution |
| **14** | Economic Impact of License Pricing |
| **15** | Future Work Programme and Action List for SG3RG-AFR |
| **16** | SG3RG-AFR and Member Contributions to ITU-T Study Group 3 in 2019 |
| **17** | Venue and date of next SG3RG-AFR meeting |
| **18** | Any other business |
| **19** | Closure of the meeting |

\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_