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| The International Teleocmmunication Union - Connecting the World. | | **International telecommunication union**  **Telecommunication Standardization Bureau** | |  |
|  | | | Geneva, 27 January 2022 | |
| Ref: | **TSB** **Collective letter 7/SG3RG-AFR SG3/ME** | | * To Administrations participating in SG3RG‑AFR; * To ITU-T Sector Members participating in SG3RG-AFR; * To ITU-T Associates participating in SG3RG‑AFR; * To ITU Academia participating in SG3RG-AFR | |
| Tel: | +41 22 730 5866 | |
| Fax: | +41 22 730 5853 | |
| E-mail: | [tsbsg3@itu.int](mailto:tsbsg3@itu.int) | |
| Web: | <http://itu.int/go/tsg03> | |
| **Subject**: | **Virtual meeting of ITU-T Study Group 3 Regional Group for Africa (SG3RG-AFR), 2 to 5 May 2022** | | | |

Dear Sir/Madam,

It is my pleasure to invite you to attend the next meeting of **ITU-T Study Group 3 Regional Group for Africa** **(SG3RG-AFR)**, which is planned to be run fully virtually from 2 to 5 May 2022, inclusive.

Note that e-fellowships will be awarded, but that that no fellowships will be awarded. Interpretation will be available in both English and French at the whole duration of the meeting.

The meeting will open at 1200 hours, Geneva time, on the first day using the [MyMeetings remote participation tool](https://remote.itu.int/).

**Key deadlines**:

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| --- | --- |
| 4 April 2022 | - Registration (online via the [regional group homepage](https://www.itu.int/en/ITU-T/studygroups/2017-2020/03/sg3rgafr/Pages/default.aspx))  - Submit e-fellowship requests (via the form in Annex C) |
| 19 April 2022 | - Submit ITU-T Member contributions (by e-mail to [tsbsg3@itu.int](mailto:tsbsg3@itu.int)) |

Practical meeting information is set out in **Annex A**. A draft meeting **agenda**, prepared by Mr Lwando BBUKU (Zambia) and Ms Pauline TSAFAK DJOUMESSI (Cameroon), is set out in **Annex B**.

I wish you a productive and enjoyable meeting.

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| Yours faithfully,  Chaesub Lee Director of the Telecommunication Standardization Bureau | This QR code redirects to the latest meeeting information at: http://handle.itu.int/11.1002/groups/sg3rg-afrITU-T SG3RG-AFR |
| Latest meeting information |

**Annexes:** 3

ANNEX A  
Practical meeting information

**WORKING METHODS AND FACILITIES**

**DOCUMENT SUBMISSION AND ACCESS**:Member Contributions and draft TDs should be submitted by e-mail to [tsbsg3@itu.int](mailto:tsbsg3@itu.int) using the [appropriate template](https://www.itu.int/en/ITU-T/studygroups/Pages/templates.aspx). Access to meeting documents is provided from the study group homepage, and is restricted to ITU-T Members who have an [ITU user account](http://www.itu.int/TIES/) with TIES access.

**WORKING LANGUAGES**: In agreement with the co-chairs of the Group, the working languages of the meeting will be English and French.

**INTERACTIVE REMOTE PARTICIPATION**: The [MyMeetings](https://remote.itu.int/) tool will be used to provide remote participation for all sessions, including decisions-making sessions such as working party and study group plenaries. Delegates must register for the meeting and identify themselves and their affiliation when taking the floor. Remote participation is provided on a best-effort basis. Participants should be aware that the meeting will not be delayed or interrupted because of a remote participant’s inability to connect, listen or be heard, as per the chairman's discretion. If the voice quality of a remote participant is considered insufficient, the Chairman may interrupt the remote participant and may refrain from giving the participant the floor until there is indication that the problem is resolved. The meeting chat facility is an integral part of the meeting and its use is encouraged to facilitate efficient time management during the sessions.

**REGISTRATION, NEW DELEGATES, FELLOWSHIPS AND VISA SUPPORT**

**REGISTRATION**: Registration is mandatory and is to be done online via the regional group home page **at least one month before the start of the meeting**. As outlined in [TSB Circular 68](https://www.itu.int/md/T17-TSB-CIR-0068), the ITU-T registration system requires focal-point approval for registration requests; [TSB Circular 118](https://www.itu.int/md/T17-TSB-CIR-0118) describes how to set up automatic approval of these requests. Some options in the registration form apply only to Member States. The membership is invited to include women in their delegations whenever possible.

Registration is mandatory via the online registration form on the [study group homepage](https://www.itu.int/en/ITU-T/studygroups/2017-2020/03/sg3rgafr/Pages/default.aspx). Without registration, delegates will not be able to access the [MyMeetings remote participation tool](https://remote.itu.int/).

**NEW DELEGATES, FELLOWSHIPS AND VISA SUPPORT**: For virtual meetings, since there is no travel involved, no fellowships are provided and visa support is not applicable. Orientation sessions for new delegates will be provided as considered appropriate by the regional group chairman.

**E-FELLOWSHIPS**: Member States can apply for participation grants, known as **e-fellowship.** The duly validated application form (**Annex C**) and its annexes must be returned to the ITU Fellowship Service by **4 April 2022 at the latest**.

**ANNEX B  
Draft Agenda  
Virtual Meeting of ITU-T Study Group 3 Regional Group for Africa (SG3RG-AFR),  
2-5 May 2022**

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| --- | --- |
|  | *Agenda item* |
|  | Opening of the meeting |
|  | Adoption of the agenda |
|  | Available documents (Contributions and TDs) |
|  | Results of WTSA-20 pertaining to SG3RG-AFR |
|  | Election of SG3RG-AFR Chairman and Vice-Chairmen |
|  | Organization of SG3RG-AFR |
|  | Appointment of SG3RG-AFR Rapporteurs |
|  | Review of previous SG3 parent and Regional Group meetings |
|  | Approval of regional Recommendations under TAP |
|  | Status of SG3 work programme |
|  | Economic impact of OTTs |
|  | Tariff, Charging Issues of Settlements Agreement of Trans-multi-country Terrestrial Telecommunication Cables |
|  | Mobile Financial Services |
|  | International Roaming |
|  | Relevant market definition and identification of operators with Significant Market Power (SMP) |
|  | Big Data and Digital Identity |
|  | International Internet Connectivity |
|  | Dispute Resolution |
|  | Economic Impact of License Pricing |
|  | Future Work Programme and Action List for SG3RG-AFR |
|  | Venue and date of next SG3RG-AFR meeting |
|  | Any other business |
|  | Closure of the meeting |

**ANNEX C**

|  |  |  |  |  |  |  |  |  |
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| |  | | --- | | **Application form for an e-fellowship** | | *Participation of women is encouraged* | | **Virtual meeting of ITU-T Study Group 3 Regional Group for Africa (SG3RG-AFR), 2 to 5 May 2022** | | Deadline: **4 April 2022** (2359 hours, Geneva, CH time)  *Any application received after this date will not be considered.* | | | | | |
| **Country** |  | |
| **Administration** |  | |
| **Mr / Ms** |  | |
| **Last name** |  | |
| **First/Given name** |  | |
| **Job title** |  | |
| **Date of birth** |  | |
| **E-mail** |  | |
| **Phone** |  | |
| **CONDITIONS** | | |
| 1. An e-fellowship includes the cost of connectivity for the duration of a virtual event. | | |
| 2. A pro-forma invoice indicating the number of days and hours of connectivity and cost must be submitted with the e-fellowship request for consideration. | | |
| 3. Payment will be made on the basis of the pro-forma invoice, and any balance will be settled upon submission of the final invoice. | | |
| 4. The beneficiary must attend the entire virtual event. | | |
| 5. The e-fellowship does not cover equipment (hardware and software). | | |
| **Date** | |  |
| **Signature of the candidate** | | |
| **The fellowship candidature shall be considered valid only if it is submitted and duly signed by the national designated focal point of an administration of a Member State.** | | |
| **Date** | |  |
| **Name of national designated focal point** | |  |
| **Job title** | |  |
| **Signature** | | |
| **Stamp of the administration** | | |
| ***The form must be duly completed and validated by the relevant authority and must be returned together with any annexes within the established deadline, to:***  [***fellowships@itu.int***](mailto:fellowships@itu.int) ***or by fax +41 22 730 57 78***  ***Any request which does not meet the above requirements will not be considered.*** | | |

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