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| The International Teleocmmunication Union - Connecting the World. | | **International telecommunication union**  **Telecommunication Standardization Bureau** | |  |
|  | | | Geneva, 24 February 2021 | |
| Ref: | **TSB Collective letter 4/SG3RG-LAC SG3/ME** | | * To Administrations participating in SG3RG‑LAC; * To ITU-T Sector Members participating in SG3RG-LAC; * To ITU-T Associates participating in SG3RG‑LAC; * To ITU Academia participating in SG3RG-LAC | |
| 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** **Latin America and the Caribbean (SG3RG-LAC), 12 to 14 April 2021** | | | |

Dear Sir/Madam,

It is my pleasure to invite you to attend the next meeting of **ITU-T Study Group 3 Regional Group for Latin America and the Caribbean (SG3RG-LAC)**, which is planned to be run fully virtually from 12 to 14 April 2021, inclusive.

Note that no fellowships will be awarded, and the entire meeting will run in English only with no interpretation.

The meeting will open at 1600 hours, Geneva time, on the first day using the [MyMeetings remote participation tool](https://remote.itu.int/).

**Key deadlines**:

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| --- | --- |
| 15 March 2021 | - Registration (online via the [regional group homepage](https://www.itu.int/en/ITU-T/studygroups/2017-2020/03/sg3rglac/Pages/default.aspx)) |
| 30 March 2021 | - 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 Tito LOPEZ (Paraguay), 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 | ITU-T SG3RG-LAC |
| Latest meeting information |

**Annexes:** 2

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 LANGUAGE**: In agreement with the Chairman of the Group, the working language of the meeting will be English only.

**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 [regional group homepage](https://www.itu.int/en/ITU-T/studygroups/2017-2020/03/sg3rglac/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.

**ANNEX B  
Draft Agenda   
Virtual Meeting of ITU-T Study Group 3 Regional Group for Latin America and the Caribbean (SG3RG-LAC),  
12-14 April 2021**

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|  | *Agenda item* |
| 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 previous SG3 parent and Regional Group meetings |
| 6 | WTSA-20 preparation |
| 7 | Status of SG3 work programme, review of stale work items |
| 8 | Economic impact of OTTs |
| 9 | Tariff, Charging Issues of Settlements Agreement of Trans-multi-country Terrestrial Telecommunication Cables |
| 10 | Mobile Financial Services |
| 11 | International Roaming |
| 12 | Relevant market definition and identification of operators with Significant Market Power (SMP) |
| 13 | Big Data and Digital Identity |
| 14 | International Internet Connectivity |
| 15 | Dispute Resolution |
| 16 | Economic Impact of License Pricing |
| 17 | Future Work Programme and Action List for SG3RG-LAC |
| 18 | SG3RG-LAC and Member Contributions to ITU-T Study Group 3 in May 2021 |
| 19 | Venue and date of next SG3RG-LAC meeting |
| 20 | Any other business |
| 21 | Closure of the meeting |

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