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| The International Teleocmmunication Union - Connecting the World. | | **International telecommunication union**  **Telecommunication Standardization Bureau** | |  |
|  | | | Geneva, 17 November 2022 | |
| Ref: | **TSB Collective letter 1/SG2RG-AFR**  **SG2/RC** | | * To Administrations participating in SG2RG‑AFR; * To ITU-T Sector Members participating in SG2RG-AFR; * To ITU-T Associates participating in SG2RG‑AFR; * To ITU Academia participating in SG2RG-AFR; * To the African Telecommunications Union * To the ITU Regional Office for Africa; * To the ITU Area Office for Africa | |
| Tel: | +41 22 730 5415 | |
| Fax: | +41 22 730 5853 | |
| E-mail: | tsbsg2@itu.int | |
| Web: | [itu.int/en/ITU-T/regionalgroups/sg02-afr](https://www.itu.int/en/ITU-T/regionalgroups/sg02-afr) | |
| **Subject**: | **Meeting of ITU-T SG2 Regional Group for Africa (SG2RG-AFR); Virtual, 17-18 January 2023** | | | |

Dear Sir/Madam,

It is my pleasure to invite you to attend the meeting of **ITU-T Study Group 2 Regional Group for Africa (SG2RG AFR)**, which is planned to be run fully virtual on 17-18 January 2023. Contributions are invited, particularly on the topics of interest identified at the previous meeting of the regional group (virtual, 17 May 2021) in [SG2RG‑AFR‑TD126](https://www.itu.int/md/T17-SG02RG.AFR-210517-TD-PLEN-0126). Training and presentations will be provided on a number of these issues, including:

– numbering resources management;

– national numbering plans/short numbers;

– anti-fraud measures.

The SG2RG-AFR meeting will open at 1100 hours (Geneva time) on Tuesday, 17 January 2023, using the [MyMeetings remote participation tool](https://remote.itu.int/). Practical information will be updated via the SG2RG-AFR web page: [www.itu.int/en/ITU-T/regionalgroups/sg02-afr](http://www.itu.int/en/ITU-T/regionalgroups/sg02-afr).

Participation rights for the SG2RG-AFR meeting are defined in WTSA Resolution 54 *resolves* 4, 5 and 6 (Rev. Geneva 2022). Continuity of representation would be helpful to the group's work. Please note that registration is required in order to participate in this meeting.

The meeting will be held in English with no interpretation. Additional information is set forth in **Annex A**, and a draft agenda, prepared by the SG2RG-AFR Chair, Ms Susan Nakanwagi (Uganda), can be found in **Annex B**.

**Key deadlines**:

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| 17 December 2022 | - Submit ITU-T Member contributions for which translation is requested |
| - Submit e-fellowship requests (via the [online form](https://www.itu.int/ifa/t/2017/sg2/exchange/rgs/SG2RG-AFR_Jan2023_Form-E-fellowships.docx), see Annex A) |
| - Pre-registration (online via the regional group homepage) |
| 4 January 2023 | - Submit ITU-T Member contributions (by e-mail to tsbsg2@itu.int) |

I wish you a productive and enjoyable meeting.

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| Yours faithfully,  Chaesub Lee Director of the Telecommunication Standardization Bureau | ITU-T SG2RG-AFR |
| Latest meeting information |

**Annexes:** 2

ANNEX A  
Additional information

**WORKING METHODS AND FACILITIES**

**DOCUMENT SUBMISSION AND ACCESS**: The meeting will be run paperless. Member Contributions and draft TDs should be submitted by e-mail to tsbsg2@itu.int using the appropriate template. Access to meeting documents is provided from the study group homepage, and is restricted to ITU-T Members with an ITU account that has TIES access.

**WORKING LANGUAGE**: In agreement with the SG2RG-AFR Chair, 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 this e-meeting, including decisions-making. 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 Chair’s discretion. If the voice quality of a remote participant is considered insufficient, the Chair 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.

**PRE-REGISTRATION AND FELLOWSHIPS**

**PRE-REGISTRATION**: Pre-registration is mandatory and is to be done online via the regional group homepage **at least one month before the start of the meeting**. Member States are encouraged to consider gender balance and the inclusion of delegates with disabilities and with specific needs whenever possible.

**E-FELLOWSHIPS**: To ensure the participation of developing countries and subject to the availability of funds, representatives of eligible Member States can apply for participation grants, known as **e-fellowships**. E‑fellowship applications must be authorized by the national designated focal point of an administration of a Member State.

For e-fellowships, reimbursement is provided for the cost of connectivity for the duration of the event. The e‑fellowship request form is available from the study group homepage. **E-fellowship requests must be received by 17 December at the latest**, sent by e-mail to fellowships@itu.int or by fax to +41 22 730 57 78. **Registration (approved by the focal point) is required before submitting a fellowship request**, and 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 an e-fellowship include: available ITU budget; active participation, including the submission of relevant written contributions; equitable distribution among countries and regions; application by persons with disabilities and specific needs; and gender balance.

**ANNEX B  
Draft agenda   
Meeting of ITU-T Study Group 2 Regional Group for Africa (SG2RG-AFR)  
Virtual, 17-18 January 2023 (1100-1500 hours Geneva time)**

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| **No** | **Description** |
|  | Opening of the meeting |
|  | Remote participation guide for SG2RG-AFR meeting |
|  | Adoption of the agenda |
|  | Training on numbering resources management |
|  | Presentations on numbering related topics |
|  | Overview of ITU-T Study Group 2 and working methods |
|  | Overview of outcomes of previous ITU-T SG2 meetings |
|  | Report of the last SG2RG-AFR meeting |
|  | Highlights of important ITU events and Results of WTSA, WTDC and PP pertaining to SG2RG-AFR |
|  | Discussion on received Contributions |
|  | SG2RG-AFR members’ Contributions to ITU-T Study Group 2 |
|  | Discussion on ITU-T SG2RG-AFR priorities |
|  | Member Contributions to the next meeting of ITU-T Study Group 2 |
|  | Preparation of the draft Report of the SG2RG-AFR |
|  | Venue and date of next SG2RG-AFR meeting |
|  | Any other business |
|  | Closure of the meeting |