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| The International Teleocmmunication Union - Connecting the World. | **International telecommunication union****Telecommunication Standardization Bureau** |  |
|  | Geneva, 14 July 2023 |
| Ref: | **TSB Collective letter 2/SG5RG-AP**SG5/RU | - To Administrations of Member States of the Union participating in SG5RG-AP; - To ITU‑T Sector Members participating in SG5RG-AP;- To ITU‑T Associates of Study Group 5 participating in SG5RG-AP;- To ITU Academia participating in SG5RG-AP;- To the ITU Regional Office, Bangkok, Thailand |
| Tel: | +41 22 730 5356 |
| Fax: | +41 22 730 5853 |
| E-mail: | tsbsg5@itu.int |
| Web: | <https://itu.int/go/tsg05><http://itu.int/go/tsg5rgap> |
| **Subject**: | **Meeting of ITU-T Study Group 5 Regional Group for Asia and the Pacific (SG5RG-AP),****Bangkok, Thailand, 11-12 September 2023** |

Dear Sir/Madam,

We are pleased to inform you that, at the kind invitation of the National Broadcasting and Telecommunication Commission (NBTC) Thailand, **ITU-T Study Group 5 Regional Group for Asia and the Pacific** **(SG5RG-AP)** will take place in Bangkok, Thailand, from 11 and 12 September 2023.

This meeting is being organized jointly with the following ITU events:

– 11 September 2023 (AM): Bridging the Standardization Gap (BSG) Hands-on Training Session. Interested non-members are welcome to attend the session, please contact the secretariat at tsbsg5@itu.int;

– 11 September (PM) to 12 September 2023: Meeting of ITU-T SG3 Regional Group for Asia and Oceania (SG3RG-AO); and

– 13 to 15 September 2023: [ITU Asia and the Pacific Regional Development Forum 2023 (RDF 2023 (ASP)](https://www.itu.int/en/ITU-D/Regional-Presence/AsiaPacific/Pages/Events/2023/RDF%20ASP%2023/Regional-Development-Forum-for-Asia-and-the-Pacific.aspx) , including a session on Digital Financial Services (DFS) Security Lab Clinic.

The SG5RG-AP meeting will open at 14:00 hours local time on 11 September 2023. Additional information is set forth in **Annex A**, and a draft agenda prepared by the SG5RG-AP Chairman, Ms. Shuguang QI (China) can be found in **Annex B**. Practical information relating to the meeting will be posted on the SG5RG-AP web page at: <https://www.itu.int/en/ITU-T/regionalgroups/sg05-ap>.

Representatives of Member States, Sector Members and Academia from the region, as well as Associates that belong to the parent study group and the region concerned, may participate in the SG5RG-AP meeting, in addition to participants invited by the regional group, as defined in [WTSA Resolution 54 (Rev. Geneva, 2022)](https://www.itu.int/pub/T-RES-T.54-2022) (*Resolves* 4-6). Please note that continuity of representation would be helpful to the group's work.

**Key deadlines**:

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| 31 July 2023 | - Submit fellowship requests (via the forms on the [regional group homepage](https://www.itu.int/en/ITU-T/regionalgroups/sg05-ap/Pages/default.aspx); see details in Annex A) |
| 11 August 2023 | - Pre-registration (via the online registration form on the [regional group homepage](https://www.itu.int/en/ITU-T/regionalgroups/sg05-ap/Pages/default.aspx))- Submit requests for visa support letters (see details in Annex A) |
| 29 August 2023 | - Submit ITU-T Member contributions (by e-mail to tsbsg5@itu.int) |

I wish you a productive and enjoyable meeting.

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| Yours faithfully,Seizo OnoeDirector of the TelecommunicationStandardization Bureau | This QR code redirects to the latest meeeting information at: http://handle.itu.int/11.1002/groups/sg5rg-apITU-T SG5RG-AP |
| 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 tsbsg5@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 with an [ITU account](https://www.itu.int/en/ties-services) that has TIES access.

**WORKING LANGUAGE**: In agreement with the Chairman of the Regional Group, the entire meeting will run in English only.

**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 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.

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.

**FELLOWSHIPS**: To facilitate participation from [eligible countries](https://www.itu.int/en/fellowships/Documents/2023/ListEligibleCountries2023.pdf), up to two partial in-person fellowships per country may be offered for this meeting, within Asia and the Pacific, subject to available funding.

A partial in-person fellowship will cover either a) the **air ticket** (one return economy class ticket by the most direct/economical route from the country of origin to the meeting venue), or b) an **appropriate daily subsistence allowance** (intended to cover accommodation, meals and incidental expenses). The applicant's organization is responsible to cover the remaining participation costs.

In line with Plenipotentiary Resolution 213 (Dubai, 2018), it is encouraged that fellowship nominations take into consideration gender balance and inclusion of persons with disabilities and with specific needs. The criteria to grant a 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.

Preference will be given to applicants attending all the ITU events in Bangkok, 11-15 September 2023.

Request forms are available from the [regional group homepage](https://www.itu.int/en/ITU-T/regionalgroups/sg05-ap/Pages/default.aspx). **Fellowship requests must be received by 31 July 2023** at the latest. They are to be 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.

**VISA SUPPORT**: As this meeting is organized outside Switzerland, visa support requests are to be addressed directly to the host of the meeting. Instructions can be found in the “Practical information” section on the regional group webpage at: <https://www.itu.int/en/ITU-T/regionalgroups/sg05-ap>.

**ANNEX B
Draft Agenda
Meeting of ITU-T Study Group 5 Regional Group for Asia and the Pacific** **(SG5RG-AP)
Bangkok, Thailand, 11 and 12 September 2023**

| **No** | **Description** | **Document** |
| --- | --- | --- |
| **1** | Opening of the meeting |  |
| **2** | Remote participation  |  |
| **3** | Adoption of the agenda |  |
| **4** | Allocation of documents (Contributions and TDs) |  |
| **5** | Report of last ITU-T SG5RG-AP virtual meeting (25 May 2023) |  |
| **6** | Overview of ITU-T Study Group 5 (structure and working methods) and ITU-T SG5RG-AP and ITU-T Activities on Environment, Climate Change and Circular Economy |  |
| **6.1** | ITU-T Study Group 5  |  |
| **6.2** | ITU-T SG5RG-AP |  |
| **6.3** | ITU-T working methods  |  |
| **6.4** | ITU-T Activities on Environment, EMF and Circular Economy  |  |
| **a)** | EMC, lightning protection, EMF |  |
| **b)** | Environmental efficiency, e-waste, circularity and sustainable ICT networks |  |
| **c)** | Climate change, adaptation, mitigation and Net Zero emissions |  |
| **7** | Overview of Outcomes of previous ITU-T SG5 meeting (Sophia Antipolis, 13-23 June 2023) |  |
| **8** | Updates on Focus Group on metaverse – WG8: Sustainability, Accessibility & Inclusion with special focus on the Technical Group on Sustainability |  |
| **9** | Discussion on received Contributions and possible new work items |  |
| **10** | Discussion on ITU-T SG5RG-AP priorities |  |
| **11** | Discussion on preparation of WTSA-24 |  |
| **12** | SG5RG-AP members’ Contributions to ITU-T Study Group 5 |  |
| **13** | Preparation of the SG5RG-AP meeting draft Report  |  |
| **14** | Venue and date of next SG5RG-AP meeting |  |
| **15** | Any other Business |  |
| **16** | Closure of the meeting |  |

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