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| The International Teleocmmunication Union - Connecting the World. | | **International telecommunication union**  **Telecommunication Standardization Bureau** | |  |
|  | | | Geneva, 25 July 2023 | |
| Ref: | **TSB Collective letter 2/SG13RG-AFR SG13/TK** | | * To Administrations participating in SG13RG-AFR; * To ITU-T Sector Members participating in SG13RG-AFR; * To ITU-T Associates participating in SG13RG-AFR; * To ITU Academia participating in SG13RG-AFR; * To the African Telecommunications Union * To the ITU Regional Office for Africa; * To the ITU Area Office for Africa | |
| Tel: | +41 22 730 5126 | |
| Fax: | +41 22 730 5853 | |
| E-mail: | [tsbsg13@itu.int](mailto:tsbsg13@itu.int) | |
| Web: | [itu.int/en/ITU-T/regionalgroups/sg13-afr](https://www.itu.int/en/ITU-T/regionalgroups/sg02-afr) | |
| **Subject**: | **Tenth Meeting of ITU-T Study Group 13 Regional Group for Africa (SG13RG-AFR) and  Bridging the Standardization Gap Hands-on Training.  Abidjan, Côte D’Ivoire, 21-22 September 2023** | | | |

Dear Sir/Madam,

I am pleased to inform you that, at the kind invitation of [Autorité de Régulation des Télécommunications/ TIC de Côte d'Ivoire (ARTCI)](https://www.artci.ci/), Côte D’Ivoire, **ITU-T Study Group 13 Regional Group for Africa** (SG13RG-AFR) will meet **in Abidjan,** **Côte D’Ivoire, from 21 to 22 September 2023** at Hotel Azalaï located at bd Valery Giscard d'Estaing, Marcory, Abidjan. This meeting is being organized jointly with the following ITU events, which will take place at the same venue:

– 19 to 20 September 2023: 9th SG13 Regional Workshop for Africa on “[*Standardization of Future Networks and Emerging Network Technologies: African perspectives*](https://www.itu.int/en/ITU-T/Workshops-and-Seminars/2023/0919/Pages/default.aspx)”.

– 20 September 2023: SG2RG-AFR workshop on IoT/M2M numbering.

– 22 September 2023: Bridging the Standardization Gap hands-on training session (morning).

– 21 to 22 September 2023: Meeting of ITU-T Study Group 2 Regional Group for Africa ([SG2RG-AFR](https://www.itu.int/en/ITU-T/regionalgroups/sg02-afr/Pages/default.aspx)).

The SG13RG-AFR meeting will open at 0930 hours on 21 September 2023, registration will open at 0830 hours. Documentation, remote participation details and other related information will be available on the [SG13RG‑AFR homepage](https://www.itu.int/en/ITU-T/regionalgroups/sg13-afr/Pages/default.aspx).

Fellowships will be awarded, and the meeting will be held in English with interpretation into French. Additional information is set forth in **Annex A**, and a draft agenda and draft time plan, prepared by the SG13RG-AFR Chairman, Ms Rim Belhassine-Cherif, (Tunisia Telecom), can be found in **Annexes B** and **C**, respectively. Practical information relating to the meeting will be posted on the SG13RG-AFR web page at:  
<https://www.itu.int/en/ITU-T/regionalgroups/sg13-afr/Pages/default.aspx>

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 SG13RG-AFR 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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| 16 August 2023 | - Submit fellowship requests (via the form on the SG1R3G-AFR homepage) |
| 21 August 2023 | - Pre-registration (online via the [regional group webpage](https://www.itu.int/en/ITU-T/regionalgroups/sg13-afr/Pages/default.aspx))  - Submit requests for visa support letters (see details in Annex A) |
| 8 September 2023 | - Submit ITU-T Member contributions (by e-mail to tsbsg13@itu.int) |

I wish you a productive and enjoyable meeting.

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| Yours faithfully,  Seizo Onoe Director of the Telecommunication Standardization Bureau | ITU-T SG13RG-AFR |
| Latest meeting information |

**Annexes:** 3

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 [tsbsg13@itu.int](mailto:tsbsg13@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 regional 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 LANGUAGES**: The working language of the meeting will be English with interpretation into French.

**TRANSLATION**: Some documents for this meeting may be translated into French upon request.

**REMOTE PARTICIPATION**: Remote participation will be offered. To benefit from this service please ensure that you have [pre-registered online.](https://www.itu.int/net4/CRM/xreg/web/Login.aspx?src=Registration&Event=C-00012907) Details on access will be made available on the regional group homepage.

**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 regional group homepage **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 new registration system requires focal-point approval for all registration requests. Member States are encouraged to consider gender balance and the inclusion of delegates with disabilities and with specific needs whenever possible.

**FELLOWSHIPS**: Up to two partial fellowships per country may be awarded, **within the Africa region**, subject to available funding, to facilitate participation from eligible countries. A partial 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; and gender balance. Preference will be given to applicants attending all the ITU events in Abidjan, 19-22 September 2023

Fellowship request form is available from the regional group homepage.

Fellowship requests must be received by **16 August 2023** 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.

**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](https://www.itu.int/en/ITU-T/regionalgroups/sg13-afr/Pages/default.aspx). Visa support contacts for this meeting:

* Mr BILE Michael,

Head of Cooperation with Telecommunication/ICT and Postal Organizations Department

* + E-mail: [bile.michael@artci.ci](mailto:bile.michael@artci.ci)
  + Tel: + 225 27 20 34 43 73 poste 4048
  + Mobile: +225 07 07 78 68 75 70
  + Fax: + 225 27 20 34 43 75
* Mrs KONE Djelika,

Director General Assistante in charge of Public Relationship

* + E-mail: [kone.djelika@artci.ci](mailto:kone.djelika@artci.ci)
  + Tel: + 225 27 27 20 34 43 73 poste 4381
  + Mobile: +225 07 09 80 56 37
  + Fax: + 225 27 20 34 43 75

**ANNEX B  
Draft Agenda for  
10th Meeting of ITU-T Study Group 13 Regional Group for Africa (SG13RG-AFR)  
Abidjan, Côte d’Ivoire, 21-22 September 2023**

1. Opening of the meeting
2. Opening remarks and welcome addresses

- Opening remarks by the Autorité de Régulation des Télécommunications/TIC de Côte d'Ivoire (ARTCI)​

- Opening remarks by the TSB

- Opening remarks by the SG13 Regional Group for Africa Chairman

- Opening remarks by the Secretary General of the African Telecommunications Union (ATU)

1. Approval of the agenda and the meeting’s timeplan
2. Review of the outcomes of the 9th SG13 Regional Workshop for Africa
3. Presentation of the 9th ITU-T SG13RG-AFR meeting’s report
4. Review and approval of the new SG13RG-AFR structure
5. Received report: [Communiqué](https://www.itu.int/en/ITU-T/tsbdir/cto/Documents/Communique_ITU_CxO_2022_06.12_Final.pdf) of the TSB Director CxO meeting, 6 December 2022, Dubai, United Arab Emirates
6. Overview of the activities of the ITU Focus Group on Autonomous Networks (FG-AN)
7. Briefing on Q5/13 progress
   * Overview
   * [Ongoing work items](https://www.itu.int/ITU-T/workprog/wp_search.aspx?isn_sp=8265&isn_sg=8272&isn_wp=9220&isn_qu=8347&isn_status=-1,1&pg_size=100&details=0&field=acdefghijo): [Y.DSNETDN](https://www.itu.int/ITU-T/workprog/wp_item.aspx?isn=18419), [Y.expBDtech-frame](https://www.itu.int/ITU-T/workprog/wp_item.aspx?isn=18420), [Y.MBIMT2020-Gen](https://www.itu.int/ITU-T/workprog/wp_item.aspx?isn=18113),   
      [Y.Supp-Y.IMT2020-EE](https://www.itu.int/ITU-T/workprog/wp_item.aspx?isn=18656), [Y.Supp-Y.Sat-Use-Cases](https://www.itu.int/ITU-T/workprog/wp_item.aspx?isn=18144),  [Y.Supp-Y.TDP-Gen](https://www.itu.int/ITU-T/workprog/wp_item.aspx?isn=18112" \o "See more details)
   * Questionnaires
8. Review contributions to the meeting
9. Future directions for SG13RG-AFR:
   * Review of the implementation of the SG13RG-AFR action plan
   * Review of the SG13RG-AFR priorities
   * Anticipated contributions to the parent Study Group
10. Future meeting
11. Consideration and approval of the meeting report
12. Any other business
13. Closure of meeting

**ANNEX C  
Draft Work Plan for 10th SG13RG-AFR meeting and 9th SG13 Regional workshop for Africa  
19-22 September 2023, Abidjan, Côte D’Ivoire**

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|  | **Tuesday 19 September** | **Wednesday 20 September** | **Thursday 21 September** | | | **Friday 22 September** | |
| 09h30-13h00 | SG13RG-AFR Workshop | SG13RG-AFR Workshop  (ends at 15:00) | SG13RG-AFR | SG2RG-AFR | | BSG | |
| 13h00-14h00 |  |  |  | | |  | |
| 14h00-18h00 | SG13RG-AFR Workshop | SG2RG-AFR Workshop  (from 15:00) | SG13RG-AFR | | SG2RG-AFR | SG13RG-AFR | SG2RG-AFR |