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| The International Teleocmmunication Union - Connecting the World. | | **International telecommunication union**  **Telecommunication Standardization Bureau** | |  |
|  | | | Geneva, 05 July 2023 | |
| Ref: | **TSB Collective letter 1/SG20RG-ARB**  SG20/CB | | - To Administrations of Member States of the Union participating in SG20RG-ARB;  - To ITU‑T Sector Members participating in SG20RG-ARB;  - To ITU‑T Associates participating in SG20RG-ARB;  - To ITU Academia participating in SG20RG-ARB;  - To the ITU Regional Office for Arab States | |
| Tel: | +41 22 730 6301 | |
| Fax: | +41 22 730 5853 | |
| E-mail: | [tsbsg20@itu.int](mailto:tsbsg20@itu.int) | |
| Web: | <http://itu.int/go/tsg20rgarb> | |
| **Subject**: | **Meeting of Study Group 20 Regional Group for the Arab Region (SG20RG-ARB); Virtual, 1 August 2023** | | | |

Dear Sir/Madam,

It is my pleasure to invite you to attend the **meeting of Study Group 20 Regional Group for the Arab Region (SG20RG-ARB)**, which will take place virtually on 1 August 2023 from 1200 to 1430 hours, Geneva time.

The **SG20RG-ARB** meeting will open at 1200 hours Geneva time, using the [MyMeetings remote participation tool](https://remote.itu.int/). Delegates must register for the meeting in order to access the platform.

Please note that the entire meeting will run in Arabic only with no interpretation.

Participation in the SG20RG-ARB meeting is defined per clause reference 2.3.3 of WTSA Resolution 1 (Rev. Geneva, 2022), and is hence restricted to delegates and representatives of Member States, Sector Members and Associates of the study group in the region. Please note that continuity of representation would be helpful to the group's work.

Additional information is set forth in **Annex A**, and a draft agenda – prepared by the SG20RG-ARB Chairman, Mr Muath Alrumayh, Saudi Arabia – can be found in **Annex B**. Practical information relating to the meeting will be posted on the SG20RG-ARB webpage at: <http://itu.int/go/tsg20rgarb>.

**Key deadlines**:

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| --- | --- |
| 19 July 2023 | - Submit ITU-T Member contributions (by e-mail to [tsbsg20@itu.int](mailto:tsbsg20@itu.int)) |
| 24 July 2023 | - Pre-registration (via the online registration form on the [SG20RG-ARB homepage](http://itu.int/go/tsg20rgarb)) |

I wish you a productive and enjoyable meeting.

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| Yours faithfully,  Seizo Onoe Director of the Telecommunication Standardization Bureau | A qr code on a white background  Description automatically generated ITU-T SG20RG-ARB |
| Latest meeting information |

**Annexes**: 2

ANNEX A  
Practical meeting 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 the study group secretariat ([tsbsg20@itu.int](mailto:tsbsg20@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 who have an [ITU user account](https://www.itu.int/TIES/) with TIES access.

**WORKING LANGUAGES**: In agreement with the Chairman of the regional group, the working language of the meeting will be Arabic.

**INTERACTIVE REMOTE PARTICIPATION**: The [MyMeetings](https://remote.itu.int/) tool will be used to provide remote participation for all sessions, including decision-making sessions. 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 an 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, NEW DELEGATES, FELLOWSHIPS**

**PRE-REGISTRATION**:Pre-registration is mandatory and is to be done online via the [SG20RG-ARB homepage](http://itu.int/go/tsg20rgarb) **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. The membership is invited to include women in their delegations whenever possible.

ANNEX B  
Draft agenda

Meeting of Study Group 20 Regional Group for the Arab Region (SG20RG-ARB);

Virtual, 1 August 2023

1200–1430 Geneva time

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| --- | --- | --- |
| **No** | **Description** | **Document** |
| **1** | Opening of the meeting |  |
| **2** | Opening remarks |  |
| **3** | Adoption of the agenda |  |
| **4** | Report of the last meeting  (Riyadh, 7 October 2019) |  |
| **5** | Overview of ITU-T Study Group 20 (structure and working methods) |  |
| **5.1** | ITU-T SG20 Structure |  |
| **5.2** | ITU-T Working Methods |  |
| **5.3** | ITU-T SG20 RG-ARB |  |
| **6** | Overview of ITU-T activities on Digital transformation for people-centred cities |  |
| **7** | Overview of the outcomes of previous meetings related to ITU-T SG20  Geneva, 30 January - 10 February 2023 and Geneva, 18-28 July 2022 |  |
| **8** | Main decisions taken by WTSA-20 related to ITU-T SG-20 |  |
| **9** | Highlights of the ITU Plenipotentiary Conference (Bucharest, 26 September – 14 October 2022) relevant to ITU-T SG20 |  |
| **10** | Highlights of TSAG (Geneva, 30 May - 2 June 2023) relevant to ITU-T SG20 |  |
| **11** | ITU-T Working Methods |  |
| **12** | Discussion on received Contributions |  |
| **13** | SG20RG-ARB members’ Contributions to ITU-T Study Group 20 |  |
| **14** | Discussion on ITU-T SG20RG-ARB priorities |  |
| **15** | Discussion on WTSA-24 preparations |  |
| **16** | Preparation of the draft Report of the SG20RG-ARB |  |
| **17** | Venue and date of next SG20RG-ARB meeting |  |
| **18** | Any other business | ITU-T Study Group 20 meeting (Arusha, Tanzania, 13-22 September 2023) |
| **19** | Closure of the meeting |  |

NOTE ‒ Updates to the agenda can be found in the <http://itu.int/go/tsg20rgarb>.

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