|  |  |  |
| --- | --- | --- |
| The International Teleocmmunication Union - Connecting the World. | **International telecommunication union****Telecommunication Standardization Bureau** |  |
|  | Geneva, 18 November 2024 |
| Ref: | **TSB Collective letter 1/SG2RG-AFR** **TSB Collective letter 1/SG2RG-ARB** **SG2/MCB** | * To Administrations participating in SG2RG‑AFR and SG2RG-ARB;
* To ITU-T Sector Members participating in SG2RG‑AFR and SG2RG-ARB;
* To ITU-T Associates participating in SG2RG‑AFR and SG2RG-ARB;
* To ITU Academia participating in SG2RG‑AFR and SG2RG-ARB;
* To the African Telecommunications Union;
* To the League of Arab States;
* To the ITU Regional Office for Africa;
* To the ITU Area Office for South Africa;
* To the ITU Regional Office for Arab States
 |
| Tel: | +41 22 730 5415 |
| Fax: | +41 22 730 5853 |
| E-mail: | tsbsg2@itu.int |
| Web: | itu.int/en/ITU-T/regionalgroups/sg02-afr[itu.int/en/ITU-T/regionalgroups/sg02-arb](https://www.itu.int/en/ITU-T/regionalgroups/sg02-arb) |
| Subject: | **Joint meeting of ITU-T Study Group 2 Regional Group for Africa (SG2RG‑AFR) and ITU-T Study Group 2 Regional Group for the Arab Region (SG2RG-ARB), Virtual, 17 December 2024** |

Dear Sir/Madam,

It is my pleasure to invite you to attend a joint meeting of **ITU-T Study Group 2 Regional Group for Africa** ([SG2RG‑AFR](https://www.itu.int/en/ITU-T/studygroups/2017-2020/02/sg2rgafr)) and **ITU-T Study Group 2 Regional Group for the Arab region** ([SG2RG-ARB](https://www.itu.int/en/ITU-T/studygroups/2017-2020/02/sg2rgarb)), which is planned to be run fully virtually on 17 December 2024. The entire meeting will run in English only with no interpretation.

The joint SG2RG-AFR/SG2RG-ARB meeting will open at 1000 hours Geneva time, on 17 December 2024. Additional information is set forth in **Annex A**. A draft agenda, prepared by the SG2RG-AFR/SG2RG-ARB Chairs, Ms Susan Nakanwagi (Uganda) and Mr Saif Ghelaita (United Arab Emirates), can be found in **Annex B**.

All the details, including the remote participation, are available at the individual group homepages:

– [itu.int/en/ITU-T/regionalgroups/sg02-afr](https://www.itu.int/en/ITU-T/regionalgroups/sg02-afr).

– [itu.int/en/ITU-T/regionalgroups/sg02-arb](https://www.itu.int/en/ITU-T/regionalgroups/sg02-arb).

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 SG2RG‑AFR/SG2RG‑ARB meeting, in addition to participants invited by the regional group, as defined in [WTSA Resolution 54 (Rev. New Delhi, 2024)](https://www.itu.int/pub/T-REG-WTSADRAFT-2024) (Resolves 4-6). Please note that continuity of representation would be helpful to the group's work.

This meeting is being organized jointly with the following event of the International Telecommunication Union (ITU):

– 16 December 2024: ITU Regional Workshop on Experience and Challenges in charging in the Telecommunications Numbers.

Participation in the workshop is free of charge, and open to participants who share an interest in the theme of the Workshop “Experience and Challenges in charging in the Telecommunications Numbers”. A separate Circular letter will be published with information about the Workshop, which will have a separate registration from the joint regional groups meeting.

**Key deadlines**:

|  |  |
| --- | --- |
| 2 December 2024 | - Registration (online via the regional group homepages [SG2RG‑AFR](https://www.itu.int/en/ITU-T/studygroups/2017-2020/02/sg2rgafr) or [SG2RG-ARB](https://www.itu.int/en/ITU-T/studygroups/2017-2020/02/sg2rgarb)) |
| 4 December 2024 | - Submit ITU-T Member contributions (by e-mail to tsbsg2@itu.int) |

I wish you a productive and enjoyable meeting.

|  |  |
| --- | --- |
| Yours faithfully,(signed)Seizo OnoeDirector of the TelecommunicationStandardization Bureau |  ITU-T SG2RG-AFR |
|  ITU-T SG2RG-ARB |
| Latest meeting information |

**Annexes:** 2

ANNEX A
Additional information

**WORKING METHODS AND FACILITIES**

**DOCUMENT SUBMISSION AND ACCESS**: Member Contributions and draft TDs should be submitted by e-mail to tsbsg2@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 homepages, 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 Chairs of the Regional Groups, the working language of the meeting will be English only.

**TRANSLATION**: Documents for this meeting will be available in English only.

**REMOTE PARTICIPATION:** Instructions to connect will be provided upon registration.

**REGISTRATION**

**REGISTRATION**: Registration is mandatory and is to be done online via the regional group homepages **at least two weeks 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. Member States are encouraged to consider gender balance and the inclusion of delegates with disabilities and with specific needs whenever possible.

**ANNEX B
Draft Agenda**

**Joint meeting of ITU-T Study Group 2 Regional Groups for Africa and the Arab Region
(SG2RG AFR, SG2RG-ARB), Virtual, 17 December 2024**

|  |  |
| --- | --- |
|  | *Agenda item* |
|  | Opening of the meeting |
|  | Adoption of the agenda |
|  | Study Group Structure and Leadership |
|  | 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 / SG2RG-ARB meeting |
|  | Report of the last ad-hoc meeting on activities related to developing countries, including reports of regional groups |
|  | Reports of other meetings including WTSA-24 highlights  |
|  | Discussion on received Contributions |
|  | SG2RG-AFR / SG2RG-ARB members’ contributions to ITU-T Study Group 2 |
|  | Discussion on ITU-T SG2RG-AFR and SG2RG-ARB priorities  |
|  | Other issues for this meeting |
|  | Preparation of the draft Report of the SG2RG-AFR / SG2RG-ARB |
|  | Venue and date of next SG2RG-AFR / SG2RG-ARB meeting |
|  | Any other business |
|  | Closure of the meeting |

\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_