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| The International Teleocmmunication Union - Connecting the World. | **International telecommunication union****Telecommunication Standardization Bureau** |  |
|  | Geneva, 6 January 2025 |
| Ref: | **TSB Collective letter 1/SG3RG-AFRSG3/MA** | * To Administrations participating in SG3RG‑AFR;
* To ITU-T Sector Members participating in SG3RG-AFR;
* To ITU-T Associates participating in SG3RG-AFR;
* To ITU Academia participating in SG3RG-AFR;
* To the ITU Regional Office for Africa, Addis Ababa, Ethiopia;
* To the ITU Area Office for Central Africa and Madagascar, Yaoundé, Cameroon
 |
| Tel: | +41 22 730 6828 |
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| E-mail: | tsbsg3@itu.int |
| Web: | https://itu.int/en/ITU-T/regionalgroups/sg03-afr |
| **Subject:** | **Meeting of ITU-T Study Group 3 Regional Group for Africa (SG3RG-AFR)Libreville, Gabon, 19-21 February 2025** |

Dear Sir/Madam,

We are pleased to inform you that, at the kind invitation of the Autorité de Régulation des Communications Électroniques et des Postes (ARCEP), Gabon, **ITU-T Study Group 3 Regional Group for Africa** (SG3RG-AFR) will meet in **Libreville, Gabon, from 19 to 21 February 2025**. This meeting is being organized jointly with the following ITU events, which will take place at the same venue:

– 17 February 2025: ITU Workshop on international telecommunication/ICT economic and policy issues. Details will be available in a TSB Circular on the topic.

– 18 February 2025: Fifth meeting of ITU-T Focus Group on Costing Models for Affordable Data Service (FG-CD). Details are available at <https://itu.int/en/ITU-T/focusgroups/cd/>.

I would like to call your attention to [TSB Circular 11](https://www.itu.int/md/meetingdoc.asp?lang=en&parent=T25-TSB-CIR-0011) (6 January 2025), which concerns the TAP Member State consultation on draft new Regional Recommendation ITU-T D.609R (ex D.LicensingR). Member States are kindly reminded that the deadline for replies to this consultation is 2359 hours UTC on **7 February 2025**.

The SG3RG-AFR meeting will open at 0930 hours local time on 19 February 2025. Additional information is set forth in **Annex A**, and a draft agenda – prepared by the SG3RG-AFR Co-Chairs, Pauline Tsafak Djoumessi Gnimpieba (Cameroon) and Lwando Bbuku (Zambia) – can be found in **Annex B**. Practical information relating to the meeting will be posted on the SG3RG-AFR web page at:
<https://www.itu.int/en/itu-t/regionalgroups/sg03-afr>.

Participation in the SG3RG-AFR meeting is defined according to clause 2.3.2 of WTSA Resolution 1 (Rev. Geneva, 2022), 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.

**Key deadlines**:

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| 19 January 2025 | - Pre-registration (online via the [regional group homepage](https://www.itu.int/en/itu-t/regionalgroups/sg03-AFR)) |
| 20 January 2025 | - Submit fellowship requests (see details in Annex A) |
| 6 February 2025 | - Submit ITU-T Member contributions (by e-mail to tsbsg3@itu.int) |
| 7 February 2025 | - Submit the form in Annex 2 of TSB Circular 11 concerning TAP Member State consultation on draft new ITU-T D.609R |

I wish you a productive and enjoyable meeting.

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| Yours faithfully,A black text on a white background  Description automatically generatedSeizo OnoeDirector of the TelecommunicationStandardization Bureau | This QR code redirects to the latest meeeting information at: http://handle.itu.int/11.1002/groups/sg3rg-afrITU-T SG3RG-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 tsbsg3@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 LANGUAGES**: In agreement with the Chairs of the Group, the working languages of the meeting will be English and French.

**TRANSLATION**: Contributions to this meeting will be available in English and French. We invite you to submit your contributions as early as possible to ensure there is sufficient time for translation.

**WIRELESS LAN** facilities and Internet access will be available at the venue of the event.

**INTERACTIVE REMOTE PARTICIPATION**: Remote participation will be provided on a best-effort basis for all sessions. In order to access sessions remotely, delegates must register for the meeting. Participants should be aware that, as per usual practice, the meeting will not be delayed or interrupted because of a remote participant’s inability to connect, listen or be heard, at 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. Use of the meeting chat facility is encouraged to facilitate efficient time management during the sessions, at the chair's discretion.

**PRE-REGISTRATION, FELLOWSHIPS AND VISA SUPPORT**

**PRE-REGISTRATION**: Pre-registration is mandatory and is to be done online via the [regional group homepage](https://www.itu.int/en/itu-t/regionalgroups/sg03-AFR) **at least one month before the start of the meeting**. As outlined in [TSB Circular 1](https://www.itu.int/md/T25-TSB-CIR-0001/en), the 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**: To facilitate participation from [eligible countries](https://www.itu.int/en/fellowships/Documents/2024/ListEligibleCountries2024rev1.pdf), up to two partial in-person fellowships per country may be awarded, within the Africa region only, subject to available funding.

A partial fellowship will cover the **air ticket** (one return economy class ticket by the most direct/economical route from the country of origin to the meeting venue). 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 Libreville, 17-21 February 2025.

The request form is available from the [regional group homepage](https://www.itu.int/en/itu-t/regionalgroups/sg03-AFR). **Fellowship requests must be received by 20 January 2025 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/sg03-afr>.

**ANNEX B
Draft agenda
Meeting of ITU-T Study Group 3 Regional Group for Africa (SG3RG-AFR)
Libreville, Gabon, 19-21 February 2025**

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|  | *Agenda item* |
| 1 | Opening of the meeting |
| 2 | Adoption of the agenda |
| 3 | Available documents (Contributions and TDs) |
| 4 | Overview of ITU-T Study Group 3 and working methods |
| 5 | Review of previous SG3 parent and Regional Group meetings |
| 6 | Approval of Recommendations under TAP |
| 7 | Status of SG3 work programme |
| 7.1 | Economic impact of OTTs, OTT bypass |
| 7.2 | Charging and accounting settlements Agreement of Trans-multi-country Terrestrial Telecommunication Cables |
| 7.3 | Mobile/Digital Financial Services, including interoperability for competition |
| 7.4 | International Roaming |
| 7.5 | Internet of Things (IoT): Roaming aspects of IoT and M2M including any related development and tariff principles, and Tariff and regulatory aspects of IoT |
| 7.6 | Big Data, including Data Protection, and Digital Identity |
| 7.7 | Distributed Ledger Technology |
| 7.8 | Universal Service Fund |
| 7.9 | Tariff regulation of Data Services |
| 8 | Future Work Programme and Action List for SG3RG-AFR |
| 9 | SG3RG-AFR and Member Contributions to SG3 meeting in April 2025 |
| 10 | Venue and date of next SG3RG-AFR meeting |
| 11 | Any other business |
| 12 | Closure of the meeting |

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