



**Telecommunication
Development Bureau (BDT)**

Ref.: Circular BDT/DDR/018

Geneva, 10 October 2013

To:

- Administrations of ITU Member States
- Observer (Resolution 99)
- ITU-D Sector Members
- Chairmen, Vice-Chairmen, Rapporteurs and Vice-Rapporteurs for ITU-D Study Groups 1 and 2
- Observers (Regional and International Organizations)

Subject: **Invitation to participate in the work of the Correspondence Group on Resolutions and Recommendations – ITU Headquarters, 10 December 2013**

Dear Sir/Madam,

In keeping with the decision of the Bureau of the Telecommunication Development Advisory Group (TDAG) adopted at its meeting on 21 June 2013, a Correspondence Group on Resolutions and Recommendations under the Chairmanship of Prof. Dr Vladimir Minkin (Russian Federation) is to be established. In this regard, I am pleased to invite you to participate and contribute to the work of this Group.

Participation in the Group is open to ITU Member States and ITU-D Sector Members. Its task is to review existing Resolutions and Recommendations with a view to simplifying and abrogating them as appropriate. The Group will meet in Geneva on 10 December 2013 to finalize its work and report to the next TDAG meeting that will take place from 11 to 13 December 2013.

Members who are interested in participating in the Group are invited to contact the TDAG Secretariat via the following E-mail address: tdag-secretariat@itu.int by 18 October 2013.

Terms of reference for the Group and background information to support its work can be found in **Annexes 1 and 2**. A dedicated website will be set up and an e-mail reflector/ mailing list will be created to support the work of the Correspondence Group.

I look forward to your active participation in the work ahead for the review of or Resolutions and Recommendations.

Yours faithfully,

[Original signed]

Brahima Sanou
Director

Annexes: 2

Annex 1

Background Information on the Establishment of the new Correspondence Group on Resolutions and Recommendations

The Bureau of the TDAG established a Correspondence Group to work on Resolutions and Recommendations. The Correspondence Group, which will communicate by electronic means and have a face-to-face meeting on 10 December 2013, will report to the forthcoming TDAG meeting (11-13 December 2013) on the results of its work.

Further details can be found on the website of the Group.

Annex 2

Terms of Reference for the Correspondence Group on Strategic Plan

Terms of reference for the Correspondence Group:

- Review existing Resolutions and Recommendations with a view to simplifying and abrogating them as appropriate and report to the next TDAG meeting on 11-13 December 2013.
- Give due regard to the outcomes of the Regional Preparatory Meetings for the World Telecommunication Development Conference 2014 (WTDC-14), as far as the Resolutions and Recommendations are concerned.

Composition of the Correspondence Group:

- The Correspondence Group on Resolutions and Recommendations is open to all ITU Member States and Sector Members.
- The Correspondence Group is chaired by Prof. Dr Vladimir Minkin (Russian Federation).
- The Correspondence Group will use the mailing list itu-d-crr@itu.int
- The Correspondence Group interactions may include e-mail exchange via the e-mail list or through electronic meetings.
- The Correspondence Group convener is its Chairman Prof. Dr Vladimir Minkin (Russian Federation).

Reference Documents:

No.	Reference Document
1.	Final Report of The World Telecommunication Development Conference 2010
2.	2013 Final Report (CIS , ASP , AMS)

Timeline:

- The Correspondence Group was established during the June 2013 meeting of the TDAG Bureau. The Group will conclude its work on 10 December 2013 to finalize and submit its report to the next TDAG meeting on 11-13 December 2013.
- In the meantime, the Group will work through electronic means in accordance with the following timeline:

June 2013	Correspondence Group is established
October 2013	Consultation process is initiated with the membership
	A dedicated website will be provided with background material on the issue. This website will include reference to all ITU documents on the topic and contributions received from members.
	An e-mail reflector list is established for those who have indicated an interest in the topic.
	Initial input received from the membership is shared in a table on the dedicated website, organized by country in alphabetical order.
November 2013	Preparation of draft report providing the results of the work of the Correspondence Group.
December 2013	Finalize report at meeting on 10 December 2013. The report is shared on the Correspondence Group's website and submitted to TDAG.

Secretariat:

Secretariat: TDAG Secretariat

Contact: tdag-secretariat@itu.int