|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| The International Teleocmmunication Union - Connecting the World. | | **International telecommunication union**  **Telecommunication Standardization Bureau** | |  |
|  | | | Geneva, 27 September 2021 | |
| Ref: | **TSB Collective letter 4/SG11RG-EECAT SG11 [DA]** | | * To Administrations participating in SG11RG‑EECAT; * To ITU-T Sector Members participating in SG11RG-EECAT; * To ITU-T Associates participating in SG11RG-EECAT; * To ITU Academia participating in SG11RG-EECAT; * To RCC * To the ITU Regional Office for CIS | |
| Tel: | +41 22 730 5780 | |
| Fax: | +41 22 730 5853 | |
| E-mail: | [tsbsg11@itu.int](mailto:tsbsg11@itu.int) | |
| Web: | <https://itu.int/go/tsg11> | |
| **Subject**: | **Meeting of ITU-T Study Group 11 Regional Group for Eastern Europe, Central Asia and Transcaucasia (SG11RG-EECAT), virtual, 20 October 2021** | | | |

Dear Sir/Madam,

We are pleased to inform you that, at the kind invitation of Rostelecom, Russia, **ITU-T Study Group 11 Regional Group for Eastern Europe, Central Asia and Transcaucasia** (SG11RG-EECAT) will meet fully virtually on 20 October 2021.

Note that no fellowships will be awarded.

This meeting is collocated with the following ITU event:

– ITU Forum on “Future Networks and Conformance and Interoperability (C&I)”, 19-22 October 2021, Saint Petersburg, Russian Federation  
(<https://www.itu.int/en/ITU-D/Regional-Presence/CIS/Pages/Events/2021/SPB-Oct.aspx>)

The SG11RG-EECAT meeting will open at 1230 hours Geneva time on 20 October 2021, using [MyMeetings remote participation tool](https://remote.itu.int/). Documentation, remote participation details and other related information can be found on the [SG11RG-EECAT web page](https://www.itu.int/en/ITU-T/studygroups/2017-2020/11/sg11eecat/Pages/default.aspx).

Additional information is set forth in **Annex A**, and a draft agenda prepared by Mr Alexey Borodin (Chairman of SG11RG-EECAT from Russian Federation) can be found in **Annex B**.

Participation in the SG11RG-EECAT meeting is defined per clause reference 2.3.3 of [WTSA Resolution 1 (Rev. Hammamet, 2016)](https://www.itu.int/pub/T-RES-T.1-2016). Please note that continuity of representation would be helpful to the group's work.

**Key deadline**:

|  |  |
| --- | --- |
| 7 October 2021 | - Pre-registration (online via the [SG11RG-EECAT web page](https://www.itu.int/en/ITU-T/studygroups/2017-2020/11/sg11eecat/Pages/default.aspx)) |
| - Submit ITU-T Member contributions (by e-mail to [tsbsg11@itu.int](mailto:tsbsg11@itu.int)) |

I wish you a productive and enjoyable meeting.

|  |  |
| --- | --- |
| Yours faithfully,  Chaesub Lee Director of the Telecommunication Standardization Bureau | Title: Latest meeting information - Description: This QR code redirects to the latest meeeting information at: http://handle.itu.int/11.1002/groups/sg11rg-rcc  SG11RG-EECAT |
|  |

**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 [tsbsg11@itu.int](mailto:tsbsg11@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 LANGUAGE**: In agreement with the Chairman of the Group, the working language of the meeting will be Russian.

**TRANSLATION:** Documents for this meeting may be translated in Russian/English, if required. We invite you to submit your contributions as early as possible to ensure there is sufficient time for translation.

**INTERACTIVE REMOTE PARTICIPATION**: The [MyMeetings](https://remote.itu.int/) tool will be used to provide remote participation for all sessions of SG11RG-EECAT. 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 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, FELLOWSHIPS AND VISA SUPPORT**

**PRE-REGISTRATION**: Pre-registration is mandatory and is to be done online via the [SG11RG-EECAT homepage](https://www.itu.int/en/ITU-T/studygroups/2017-2020/11/sg11eecat/Pages/default.aspx). 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. [TSB Circular 118](https://www.itu.int/md/T17-TSB-CIR-0118) describes how to set up automatic approval of these requests. Some options in the registration form apply only to Member States. Member States are encouraged to consider gender balance and the inclusion of delegates with disabilities and with specific needs whenever possible.

Registration is mandatory via the online registration form on the [SG11RG-EECAT web page](https://www.itu.int/en/ITU-T/studygroups/2017-2020/11/sg11eecat/Pages/default.aspx). Without registration, delegates will not be able to access the [MyMeetings remote participation tool](https://remote.itu.int/).

**FELLOWSHIPS AND VISA SUPPORT:** For virtual meetings, since there is no travel involved, no fellowships are provided and visa support is not applicable.

**ANNEX B  
Draft Agenda   
Meeting of ITU-T Study Group 11 Regional Group for Eastern Europe, Central Asia and Transcaucasia (SG11RG-EECAT)  
virtual, 20 October 2021**

1. Opening of the meeting
2. Opening remarks
3. Adoption of the agenda
4. Allocation of documents (contributions and TDs)
5. Overview of ITU-T Study Group 11 (structure and working methods)
6. Overview of Outcomes of previous ITU-T SG11 meetings
7. Overview of baseline texts of ongoing work items of ITU-T SG11 which are the key interest to the SG11RG-EECAT
8. Discussion of received contributions
9. SG11RG-EECAT members’ contributions to ITU-T Study Group 11
10. Discussion of SG11RG-EECAT priorities
11. Discussion of the CIS regional proposals to WTSA-20
12. Preparation of the draft Report of the SG11RG-EECAT meeting
13. Venue and date of next SG11RG-EECAT meeting
14. Any other business
15. Closure of the meeting

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