|  |  |  |
| --- | --- | --- |
| The International Teleocmmunication Union - Connecting the World. | **International telecommunication union****Telecommunication Standardization Bureau** |  |
|  | Geneva, 20 April 2023 |
| Ref: | **TSB Collective letter 2/SG3RG-ARBSG3/MA** | * To Administrations participating in SG3RG‑ARB;
* To ITU-T Sector Members participating in SG3RG-ARB;
* To ITU-T Associates participating in SG3RG-ARB;
* To ITU Academia participating in SG3RG-ARB;
* To the ITU Regional Office for Arab States, Cairo, Egypt;
 |
| Tel: | +41 22 730 6828 |
| Fax: | +41 22 730 5853 |
| E-mail: | tsbsg3@itu.int |
| Web: | <https://itu.int/go/tsg03><https://www.itu.int/en/itu-t/regionalgroups/sg03-arb>  |
| **Subject**: | **Virtual Meeting of ITU-T Study Group 3 Regional Group for the Arab Region (SG3RG-ARB); 20 June 2023** |

Dear Sir/Madam,

It is my pleasure to invite you to attend the next meeting of **ITU-T Study Group 3 Regional Group for the Arab Region** **(SG3RG-ARB)**, which is planned to be run fully virtually on 20 June 2023.

The meeting will open at 1100 hours, Geneva time, using the [MyMeetings remote participation tool](https://www.itu.int/myworkspace/#/E-meetings).

The objective of the meeting is to consider determination of draft regional Recommendation ITU-T D7\_R\_OTT “Draft Regional Recommendation on OTT”. The current baseline text is available in [SG3RG.ARB‑TD12](https://www.itu.int/md/T22-SG03RG.ARB-230130-TD-PLEN-0012).

Participation in the SG3RG-ARB meeting is restricted to delegates and representatives of Administrations and Sector Members of the region, in conformity with clause 2.3.2 of Section 2 of ITU-T Resolution 1 (Rev. Geneva, 2022).

**Key deadlines**:

|  |  |
| --- | --- |
| 7 June 2023 | - Submit ITU-T Member contributions (by e-mail to tsbsg3@itu.int) |
| 13 June 2023 | - Registration (online via the [regional group homepage](https://www.itu.int/en/itu-t/regionalgroups/sg03-arb)) |

I wish you a productive and enjoyable meeting.

|  |  |
| --- | --- |
| Yours faithfully, Seizo OnoeDirector of the TelecommunicationStandardization Bureau |  ITU-T SG3RG-ARB |
| Latest meeting information |

**Annexes:** 2

ANNEX A
Practical meeting information

**WORKING METHODS AND FACILITIES**

**DOCUMENT SUBMISSION AND ACCESS**: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 who have an [ITU user account](http://www.itu.int/TIES/) with TIES access.

**WORKING LANGUAGE**: In agreement with the Chairman of the Group, the working language of the meeting will be Arabic only.

**INTERACTIVE REMOTE PARTICIPATION**: The [MyMeetings](https://remote.itu.int/) tool will be used to provide remote participation for all sessions, including decisions-making sessions such as working party and study group plenaries. 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. Use of the meeting chat facility is encouraged to facilitate efficient time management during the sessions, at the chairman's discretion.

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

**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-arb) 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. Some options in the registration form apply only to Member States. Members are encouraged to consider gender balance and the inclusion of delegates with disabilities and with specific needs whenever possible.

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

**E-FELLOWSHIPS:** For this virtual meeting no e-fellowships will be provided.

**ANNEX B
Draft Agenda
Virtual Meeting of ITU-T Study Group 3 Regional Group for the Arab Region (SG3RG-ARB),
20 June 2023 (11:00-13:00 Geneva time)**

|  |  |
| --- | --- |
|  | *Agenda item* |
|  | Opening of the meeting |
|  | Adoption of the agenda |
|  | Available documents (Contributions and TDs) |
|  | Economic impact of OTTs / Draft regional Recommendation ITU-T D7\_R\_OTT “Draft Regional Recommendation on OTT” |
|  | Future Work Programme and Action List for SG3RG-ARB |
|  | SG3RG-ARB and Member Contributions to SG3 Rapporteur Group Meetings and Plenary meeting in November 2023 |
|  | Venue and date of next SG3RG-ARB meeting |
|  | Any other business |
|  | Closure of the meeting |