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| The International Teleocmmunication Union - Connecting the World. | | **International telecommunication union**  **Telecommunication Standardization Bureau** | |  |
|  | | | Geneva, 05 April 2023 | |
| Ref: | | **TSB Collective letter 1/SG20RG-AFR**  SG20/CB | | - To Administrations of Member States of the Union;  - To ITU‑T Sector Members;  - To ITU‑T Associates of Study Group 20;  - To ITU Academia | |
| Tel: | | +41 22 730 6301 | |
| Fax: | | +41 22 730 5853 | |
| E-mail: | | [tsbsg20@itu.int](mailto:tsbsg20@itu.int) | |
| Web: | | <http://itu.int/go/sg20rgafr> | |
| **Subject**: | | **Meeting of Study Group 20 Regional Group for Africa (SG20RG-AFR); Sharm El-Sheikh, Egypt, 8 June 2023** | | | |

Dear Sir/Madam,

It is my pleasure to invite you to attend the **meeting of ITU-T Study Group 20 Regional Group for Africa (SG20RG‑AFR)**, which is planned to be held at the Tonino Lamborghini Convention Center, Sharm El-Sheikh, Egypt, on 8 June 2023 from 1330 to 1800 hours, EET. The meeting is kindly hosted by National Telecommunications Regulatory Authority of Egypt (NTRA).

Additional information is set forth in **Annex A**, and a draft agenda – prepared by the SG20RG-AFR Chairman, Dr Ramy Ahmed FATHY, Egypt – can be found in **Annex B**. Practical information relating to the meeting will be posted on the SG20RG-AFR webpage at: <http://itu.int/go/sg20rgafr>.

**Key deadlines**:

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| 24 April 2023 | - Submit (e-)fellowship requests (via the forms on the [SG20RG-AFR homepage](http://itu.int/go/sg20rgafr); see details in Annex A) |
| 4 May 2023 | - Pre-registration (via the online registration form on the [SG20RG-AFR homepage](http://itu.int/go/sg20rgafr))  - Submit requests for visa support letters (practical information will be made available on the [SG20RG-AFR homepage](http://itu.int/go/sg20rgafr)) |
| 26 May 2023 | - Submit ITU-T Member contributions (by e-mail to [tsbsg20@itu.int](mailto:tsbsg20@itu.int)) |

I wish you a productive and enjoyable meeting.

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| Yours faithfully,  Seizo Onoe Director of the Telecommunication Standardization Bureau | Qr code  Description automatically generated ITU-T SG20RG-AFR |
| Latest meeting information |

**Annexes**: 2

ANNEX A  
Practical meeting 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 the study group secretariat ([tsbsg20@itu.int](mailto:tsbsg20@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 homepage, and is restricted to ITU-T Members who have an [ITU user account](https://www.itu.int/TIES/) with TIES access.

**WORKING LANGUAGES**: In agreement with the Chairman of the regional group, the working language of the meeting will be English.

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

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

**PRE-REGISTRATION**:Pre-registration is mandatory and is to be done online via the study group home page **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. The membership is invited to include women in their delegations whenever possible.

**FELLOWSHIPS**: To facilitate participation from [eligible countries](https://www.itu.int/en/fellowships/Documents/2022/ListEligibleCountries2022.pdf), **two types** of fellowships are offered within the **Africa Region only**, for this meeting:

* the **partial in-person fellowship**; and
* the **e-fellowship**.

For e-fellowships, reimbursement is provided for the cost of connectivity for the duration of the event. For partial fellowships, up to two partial fellowships per country may be awarded, subject to available funding. A partial in-person fellowship will cover an appropriate **daily subsistence allowance** (intended to cover accommodation, meals and incidental expenses). 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.

Request forms for both types of fellowship are available from the [SG20RG-AFR homepage](http://itu.int/go/sg20rgafr). **Fellowship requests must be received by 24 April 2023 at the latest**, sent by e-mail to [fellowships@itu.int](mailto: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: <http://itu.int/go/sg20rgafr>

ANNEX B  
Draft agenda

Meeting of Study Group 20 Regional Group for Africa (SG20RG-AFR)

Sharm El-Sheikh, Egypt, 8 June 2023

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| **No** | **Description** | **Document** |
| **1** | Opening of the meeting |  |
| **2** | Remote participation guide for SG20RG-AFR meeting |  |
| **3** | Adoption of the agenda |  |
| **4** | Report of the last meeting (Virtual, 3 June 2021) | [SG20RG-AFR-Report-3](https://www.itu.int/md/meetingdoc.asp?lang=en&parent=T17-SG20RG.AFR-R-0003) |
| **5** | Overview of ITU-T Activities on Digital transformation for people-centred cities |  |
| **6** | Overview of Outcomes of previous ITU-T SG20 meetings:  Geneva, 30 January - 10 February 2023  Geneva, 18-28 July 2022 |  |
| **7** | Main decisions taken by WTSA-20 |  |
| **8** | Highlights of the ITU Plenipotentiary Conference (Bucharest, 26 September – 14 October 2022) relevant to ITU-T SG20 |  |
| **9** | Highlights of TSAG (Geneva, 12-16 December 2022) relevant to ITU-T SG20 |  |
| **10** | Overview of ITU-T Study Group 20 (structure and working methods) |  |
| **10.1** | ITU-T SG20RG-AFR |  |
| **10.2** | ITU-T Working Methods – for information |  |
| **11** | Discussion on received Contributions |  |
| **12** | Work Programme of SG20RG-AFR |  |
| **13** | SG20RG-AFR members’ Contributions to ITU-T Study Group 20 |  |
| **14** | Discussion on ITU-T SG20RG-AFR priorities and WTSA-24 preparations |  |
| **15** | Preparation of the draft Report of the SG20RG-AFR |  |
| **16** | Venue and date of next SG20RG-AFR meeting |  |
| **17** | Any other business | ITU-T Study Group 20 meeting (Arusha, Tanzania, 13-22 September 2023) |
| **18** | Closure of the meeting |  |