

**Addendum 8 to
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SOURCE: ITU Member States, members of the Regional Commonwealth in the field of Communications (RCC) (see Annex 1 to Document WTDC14/23)

TITLE: Proposals for enhancing the efficiency of ITU-D study group activities

1 Introduction

Improving the efficiency of study group (SG) activities is one of the key factors in improving the work of the Telecommunication Development Sector (ITU-D).

Currently, there are two study groups – SG1 and SG2 – in ITU-D. In accordance with Resolution 2 of WTDC-10, Study Group 1 addresses issues related to the enabling environment, cybersecurity, ICT applications and Internet-related issues, while Study Group 2 addresses issues related to information and communication infrastructure and technology development, emergency telecommunications and climate change adaptation.

WTDC-10 assigned nine Questions to each of the study groups.

In accordance with No. 215B of the ITU Convention, the ITU-D study groups study Questions and prepare draft Recommendations for adoption in accordance with the procedures set out in Nos. 246A to 247 of the Convention.

SGs meet once a year for a week. The SG meeting itself takes place during the first quarter of Monday and for a full day on Friday.

Most of the work is conducted in the rapporteur group meetings which are held twice a year, usually within one day (and not more than one and a half days) in the spring and within one quarter of a day (sometimes half a day) in the period between the first and second plenary meetings of the SG in September.

Thus only four to five days are actually devoted to rapporteur group meetings during the course of the entire study period. The output of the study groups' recent activities takes the form of activity reports which are normally adopted at the last meeting of the study group and are not always translated in good time into all six languages, as required by WTDC Resolution 1.

Moreover, there is not always enough time at a study group meeting for thorough review and approval of the reports, which are typically quite substantial in volume.

ITU-D has a total of 19 Recommendations in force, most of which were developed more than 10 to 15 years ago. Over the last two study periods no Recommendation has been adopted and the

study groups have not considered the development of new Recommendations or revision or removal of existing ones.

One of ITU-D's most important tasks is to provide assistance to developing countries in interpreting and applying standards (Recommendations) developed in the Radiocommunication and Standardization Sectors.

The Rapporteur Group for Question 9-3/2 (SG2) is hard at work on the identification of study topics in the ITU-T and ITU-R study groups that are of particular interest to developing countries.

However, there is still inadequate provision for direct interaction with the management of those study groups, especially those of ITU-T.

2 Proposals

In order to enhance the efficiency of the study groups' work, it is proposed to review the appropriate working methods, including the following measures.

RCC/23/11a Objective (s): n/a

Define at the study group level, as the recommended ultimate output of Questions for study, the development of new or revision of existing Recommendations.

Reasons: To implement No. 251 of the Convention and to harmonize the form of presentation of the results of the work of ITU-D with ITU-R and ITU-T.

Possible financial implications: None.

RCC/23/11b Objective (s): n/a

To define timing of the preparation of drafts of new or revised Recommendations so as to ensure that their approval can take place in the period between WTDCs in accordance with Article 19 of WTDC Resolution 1.

Reasons: To harmonize the form of presentation of the results of the work of ITU-D with ITU-R and ITU-T.

Possible financial implications: None.

RCC/23/11c Objective (s): n/a

To increase the effectiveness of the work of rapporteur groups by increasing the time for the consideration of Questions at rapporteur group meetings in the first half of the year and also by more extensive use of remote participation.

Reasons: Insufficient time for thorough consideration of the Sector's study group output documents.

Possible financial implications: Possible increase in expenditure by BDT and administrations for providing premises and sending delegates, which may be offset by reducing the number of Questions studied and significantly reduced by using remote participation.

RCC/23/11d Objective (s): n/a

Closer collaboration with the relevant study groups of the other Sectors, by appointing representatives of ITU-D study groups to take part in the work of those study groups, and greater involvement in the work of ITU-D study groups of experts from the study groups of other Sectors, making extensive use of remote participation. Such collaboration can have a synergistic effect on the work of all the Sectors.

Reasons: To improve the quality and efficiency of the work of ITU-D study groups.

Possible financial implications: Additional expenditure by administrations sending delegates, which could be considerably reduced by using remote participation.

RCC/23/11e Objective (s): n/a

To request TDAG vice-chairmen to promote, through their regional organization, better coordination of the work of experts participating in the activities of the ITU-D study groups with that of specialists from other Sectors.

Reasons: To enhance the efficiency of work at the regional level.

Possible financial implications: None.

RCC/23/11f Objective (s): n/a

Align studies conducted by the study groups with the programmes of the Sector and with the goal and objectives of the Sector's Strategic Plan. Create within the study groups two working parties united by subject area. The working parties can focus on three to five Questions grouped thematically and based on available experts.

Study Group 1:

- WP 1A "ICT applications and security" (Objective 3, Programme 2);
- WP 1B "Strengthening the enabling environment" (Objective 4, Programme 3).

Study Group 2:

- WP 2A "Information and communication infrastructure and technology development" (Objective 2, Programme 1);
- WP 2B "Impact of ICT on the environment and in emergency situations" (Objective 5, Programme 5).

The composition and subject areas of the working parties should be refined in the light of WTDC-14 decisions on Questions for study.

Extend to meetings of the ITU-D working parties the same rules regarding interpretation into other ITU languages as are applied to the rapporteur groups.

Reasons: To enhance work efficiency, reduce interpretation costs (see the following point), and harmonize the organizational structure for carrying out studies in ITU-D with those adopted in ITU-R and ITU-T, taking into account the particular requirements of ITU-D.

Possible financial implications: Reduction in the Sector's interpretation costs.

RCC/23/11g**Objective (s): n/a**

At the beginning of the year, hold only meetings of the working parties (up to five working days each) within which the relevant rapporteur groups work. In the second half of the year the working parties meet, with the necessary coordination of rapporteur group meetings should the interests of the participants intersect. The results of the work of the working parties are submitted at study group meetings held consecutively for between one and one and a half days each.

For example, assuming not more than five Questions for each of two working parties (i.e. not more than 10 Questions for a study group), the following plan can be proposed for the September meeting of a study group:

	Monday	Tuesday	Wednesday	Thursday	Friday
09:30–10:45	WP1	Q2-1	Q4-1	WP1	SG
11:15–12:30	Q1-1	Q3-1	Q5-1	WP1	SG
14:30–15:45	WP2	Q2-2	Q4-2	WP2	SG
16:15–17:30	Q1-2	Q3-2	Q5-2	WP2	SG

If there are fewer Questions, the time available for discussion of each one is increased.

Interpretation into six languages will be required only on one day (Friday). On the other days the number of languages used can be reduced depending on participants' requirements, resulting in a considerable saving in terms of interpretation costs.

Reasons: To improve the efficiency of the study groups' work by finalizing output documents at the level of the working party, which has more time for discussion and draws together Questions by thematic area; and to harmonize working methods with those of the other Sectors, taking into account the specific nature of ITU-D.

Possible financial implications: Reduction of the Sector's expenditure on interpretation.

RCC/23/11h**Objective (s): n/a**

To provide for the possibility of using the alternative approval procedure (AAP) for Recommendations that do not concern regulatory, policy or financial questions and for the approval of which official consultations with Member States are not required. Such Recommendations will be deemed to have been approved following their approval by the study groups in accordance with No. 246B of the Convention.

Reasons: To reduce the time required for work on Recommendations.

Possible financial implications: Reduction of the Sector's expenditure for consultations with Member States in connection with approval of Recommendations.

RCC/23/11j**Objective (s): n/a**

Convert the Rapporteur Group for Question 9-3/2 into an intersector coordination group for the implementation of ITU standards (Recommendations) in the interests of the end user, especially in developing countries. Establishment of the group is a matter for coordination between all the advisory groups as part of the implementation of Resolution 123 (Rev. Guadalajara, 2010), on bridging the standardization gap between developing and developed countries.

Reasons: To improve coordination of work between Sectors on reducing the standardization gap.

Possible financial implications: Reduction in costs by eliminating duplication.
