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| APTlogogreen3 | ASIA-PACIFIC TELECOMMUNITY | **Document No.:** |
| **The 1st Meeting of the APT Preparatory Group for WTDC-25 (APT WTDC25-1)** | **APT WTDC25-1/**  **INP-xx** |
| 19 July 2024, Chiang Mai, Thailand | 17 April 2024 |

Secretary General

**STRUCTURE of working groups FOR THE**

**APT PREPARATORY GROUP FOR itu**

**WORLD TELECOMMUNICATION DEVELOPMENT CONFERENCE 2025**

1. **Introduction**

The APT Preparatory Group for ITU World Telecommunication Development Conference (APT-WTDC) consists of a number of Working Groups (WGs) that are responsible for the regional preparation on the issues related to WTDC. This document contains the following WGs for the APT WTDC-25 cycle for the preparatory work for WTDC-25. Furthermore, it also contains the Terms of Reference of each proposed Working Group.

1. **Structure of Working Groups for the APT Preparatory Group for WTDC-25**

The following three Working Groups are approved for the APT Preparatory Group for WTDC-25:

1. Working Group 1 (WG1): Programmes, Study Groups and Associated Questions
2. Working Group 2 (WG2): Working Methods, Declaration and Action Plan, General ICT Development Issues
3. Working Group 3 (WG3): Regional Initiatives, Draft Strategic Plan of ITU-D, any other issues not covered by WG1 and WG2

The Terms of Reference of each Working Group are as follows:

**2.1 Working Group 1 (WG1): Programmes, Study Groups and Associated Questions**

WG1 considers the activities related to ITU-D Programmes, Study Groups and Associated Questions. Proposed Terms of Reference of WG1 are to:

* Consider matters relating to ITU-D Programmes, Study Groups and Associated Questions taking into account the strategic goals and objectives of the ITU in particular to those of ITU-D;
* Assess the achievements of the relevant parts of the Kigali Action Plan;
* Consider Resolutions, Recommendations and Decisions relating to ITU-D relevant to the activities of this WG;

**2.2 Working Group 2 (WG2): Working Methods, Declaration and Action Plan, General ICT Development Issues**

WG2 considers the activities related to Working Methods, Declaration and Action Plan, General ICT Development Issues. Proposed Terms of Reference of WG2 are to:

* Review the ITU-D's Working Methods, particularly in regard to the organization of and procedures associated with meetings of the Telecommunication Development Advisory Group (TDAG) and Study Groups, in the interests of optimizing and enhancing their effectiveness and efficiency during the forthcoming period;
* Identify any issues that need stronger support and commitment of the APT Members and to prepare draft inputs for Declaration and Action Plan of the WTDC;
* Identify key issues for the regional ICT development, including general policy and cooperation among memberships, taking into account the needs of the region and the relevant Strategic Plan of the APT;
* Consider Resolutions, Recommendations and Decisions relating to ITU-D relevant to the activities of this WG.

**2.3 Working Group 3 (WG3): Regional Initiatives, Draft Strategic Plan of ITU-D, any other issues not covered by WG1 and WG2**

WG3 considers issues related to Regional Initiatives, Draft Strategic Plan of ITU-D, and any other issues not covered by WG1 and WG2. Proposed Terms of Reference of WG3 are to:

* Discuss and develop proposals for Regional Initiatives for Asia-Pacific region
* Consider Resolutions, Recommendations and Decisions relating to ITU-D relevant to the activities of this WG;
* Consider other matters not covered by WG1 and WG2.

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