**Preparation and Meeting Schedule for**

**Spring 2025 WP 7D Meeting**

**International Meeting: March 17-26, 2025 (Geneva)**

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| Dates (all times Eastern) | Item |
| December 13, 2024 CoB (20:00 ET)  *Friday* | Fact sheets due (will be posted and disseminated by noon on 12/16/2024). |
| December 18, 2024 14:00 – 16:00 ET  *Wednesday* | **Meeting #1, teleconference**  Agenda:   * Review of fact sheets   \*Fact Sheets and Items for discussion due on December 6, 2024 (COB) |
| January 15, 2025 CoB (20:00 ET)  *Wednesday* | First drafts due (will be posted and disseminated by noon on 1/17/2024). |
| January 22, 2025 14:00 – 16:00 ET  *Wednesday* | **Meeting #2, teleconference**  Agenda:   * Presentation of first drafts & discussion   \*First drafts due January 15, 2025 (CoB) |
| January 30, 2025 CoB (20:00 ET)  *Thursday* | Final drafts due (will be posted and disseminated by noon on 2/3/2025). |
| February 5, 2025 14:00 – 16:00 ET  *Wednesday* | **Meeting #3, teleconference**  Agenda:   * Discussion of final drafts   \*Final drafts due January 30, 2025 (CoB) |
| February 10 – February 24, 2025 | National Committee Review period for US WP7D |
| February 24 – March 3, 2025 | NTIA-FCC State Reconciliation Period |
| March 3, 2025  *Monday* | Document submission to ITU |
| March 13, 2025 14:00 – 16:00 ET  *Thursday* | **Delegation Meeting\*, teleconference**  Agenda:   * Review of Contributions |
| March 17 - 26, 2025 | WP 7D, Geneva, Switzerland  Opening session March 17, 2025 (tentative) |

Notes about Preparatory Cycle:

\*Delegates to Geneva must be active participants in the process, calling in to at least two of the three preparatory meetings to be apprised of relevant issues and discussions.

**Call-in Information**

Join ZoomGov Meeting

https://nsf.zoomgov.com/j/1605889443?pwd=bkxX1ma9VZMhWQMFRfk8CZlB1akdH0.1

Meeting ID: 160 588 9443

Passcode: 305689

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