|  |  |
| --- | --- |
| **电信标准化局** | **logo_C_** |
|  |  |

 2014年1月24日，日内瓦

|  |  |  |
| --- | --- | --- |
| 文号： | **电信标准化局第4/15号集体函** |  |
| 电话：传真：电子邮件： | +41 22 730 5515+41 22 730 5853tsbsg15@itu.int | 致：* 国际电联各成员国主管部门，
* ITU-T部门成员，
* 参加第15研究组工作的ITU-T部门准成员和
* ITU-T学术成员
 |

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| 事由： | **第15研究组的会议2014年3月24日 – 4月4日，日内瓦** |

尊敬的先生/女士：

我高兴地邀请您出席第15研究组（用于传输、接入及家庭的网络、技术和基础设施）将自2014年3月24日至4月4日（含）在日内瓦国际电联总部召开的会议。

我谨通知您，第一天的会议将自09:30开始。与会者的注册工作将自08:00起在Montbrillant大楼入口处开始。有关会议厅安排的具体信息将在国际电联总部入口处的电视屏幕和研究组的网页上显示。有关该会议的更多信息见本函**附件A**。

经研究组主席（Stephen Trowbridge博士）及管理团队同意起草的会议**议程**草案和**时间表**草案分别见本函**附件B**和**附件C**。

祝您与会顺利且富有成效。

顺致敬意！

电信标准化局主任
 马尔科姆•琼森

**附件：**3件

附件 A

有关会议的更多信息

提交文稿

**提交文稿的截止日期：**提交文稿的截止日期为会议召开日至少12（十二）个日历日之前。此类文稿将发布在第15研究组的网站上（[www.itu.int/en/ITU-T/studygroups/2013-2016/15](http://www.itu.int/en/ITU-T/studygroups/2013-2016/15)），因此必须在**2014年3月11日之前**送达电信标准化局。在会议开始日至少**两个月**之前收到的文稿，可以应要求予以翻译。

**文稿的提交：**现已在线提供文稿直传系统（DDP）。该系统允许ITU-T成员预留文稿编号，并将文稿直接上传至ITU-T的网络服务器或进行修改。

请使用**（研究组）DDP模板**起草您的文稿。需在文稿首页上注明文稿联系人的姓名、传真号码、电话号码和电子邮件地址。

有关文稿直传系统和模板的进一步信息和指南见以下网址：[http://itu.int/net/ITU-T/ddp](http://itu.int/net/ITU-T/ddp/)/。如您在提交过程中遇到任何困难，请联系研究组秘书处：tsbsg15@itu.int。

工作方法与设施

**口译服务：**将根据请求在相关会议的开幕全体会议和闭幕全体会议上提供。请注意，对于那些安排口译服务的会议，只有当成员国**至少在会议召开日的一个月前**通过报名表或通过向电信标准化局（TSB）发出书面请求时，才可提供口译服务。为便于电信标准化局对口译服务做出必要安排，请务必遵守此截止日期。

**无纸会议：**第15研究组此次会议将为无纸会议。

**借用手提电脑：**国际电联计算机使用问询台（Service Desk（servicedesk@itu.int））准备了数量有限的几部手提电脑，按先来先借的原则，供没有手提电脑的代表借用。

**无线局域网**设施在国际电联的所有会议厅和日内瓦国际会议中心（CICG）均可提供，供代表使用。详尽信息见ITU-T网站（<http://itu.int/ITU-T/edh/faqs-support.html>）。

**打印机：**在塔楼地下二层网吧处、Montbrillant办公楼的零层以及主要会议厅附近均备有打印机。

**电子打印：**除使用需安装在用户电脑或设备上的打印机排队这一“传统”打印方法外，亦可通过电子邮件（“电子打印”（e-print））打印文件。方法很简单：向希望使用的打印机的电子邮件地址（具体为：printername@eprint.itu.int）发送一封电子邮件，将希望打印的文件作为附件附上。无需安装驱动器即可打印。详情见<http://itu.int/ITU-T/go/e-print>。

**电子储物箱：**Montbrillant办公楼零层设有电子储物箱。发给已注册与会者的国际电联RFID胸卡可用来开关电子储物箱。该箱仅可在您出席会议期间使用，所以请务必在会议最后一天23:59时之前将其清空。

注册、新代表和与会补贴

**注册：**请与会者亲自或以远程方式在ITU-T网站进行在线预注册。远程接入将可观看大多数会议。

此外，为便于电信标准化局做出必要安排，请联系人通过电子邮件（tsbreg@itu.int）、信函或传真（+41 22 730 5853）在**2014年2月24日之前**将代表其主管部门、部门成员、部门准成员、学术机构、区域性组织和/或国际组织或其它实体出席会议的人员名单发至我处。

同时亦请各主管部门注明其代表团团长的姓名（如有副团长，亦盼一并注明）。

**新代表：**我们为出席会议的新代表安排了入门介绍（Mentoring Programme），其中包括注册时的迎新简介、引导参观国际电联总部和有关ITU-T的情况介绍会。如欲参加，请在报名表的相应方框中打钩或联系：ITU‑Tmembership@itu.int。

**与会补贴：**由于预算有限，只能向符合条件的主管部门发放一份非全额与会补贴，以促进最不发达国家或低收入发展中国家的代表与会（<http://itu.int/en/ITU-T/info/Pages/resources.aspx>）。申请与会补贴时必须得到相关国际电联成员国主管部门的授权。与会补贴申请表（请使用所附**表1**）必须在**2014年2月24日**之前填妥并交回国际电联。请注意，决定发放与会补贴的标准包括：电信标准化局的可用预算、申请者向会议提交的文稿、不同国家和区域间的公平分配以及性别平衡。

**（会前）重要截止日期**

|  |  |  |
| --- | --- | --- |
| 会议召开的八周前 | 2014年1月27日 | - 提交需翻译的文稿 |
| 会议召开的六周前 | 2014年2月10日 | - 申请签证 |
| 会议召开的一个月前 | 2014年2月24日 | - 申请与会补贴- 预注册- 要求在全体会议的开幕会议和/或闭幕会议上提供口译服务 |
| 会议召开的12个日历日之前 | 2014年3月11日 | - 提交文稿的最后截止日期 |

到访日内瓦：酒店和签证

请注意，为到访者提供信息的新网站现已开通：<http://itu.int/en/delegates-corner/>。

**酒店**：为方便起见，本函附有一份酒店预定表（表2）。酒店一览表见：<http://itu.int/travel/>。

**签证**：我们谨提醒您，一些国家的公民需要获得签证才能入境瑞士并在此逗留。**签证必须至少在会议召开日的六（6）个星期前**向驻贵国的瑞士代表机构（使馆或领事馆）申请，并随后领取。如果贵国没有此类机构，则请向驻出发国最近的国家的此类机构申请并领取。如果遇到问题，国际电联可根据您所代表的主管部门或实体提出的正式请求与有关瑞士当局接触，以便为发放签证提供方便，但仅限于在所述的**六个**星期内办理。此类请求必须说明申请签证人员的姓名和职务、出生日期、护照号码以及护照签发日期和失效日期[[1]](#footnote-1)，并必须附有一份已批准该人员参加ITU-T所述会议的注册确认通知，而且必须通过传真（传真号码：+41 22 730 5853）或电子邮件（tsbreg@itu.int）发至电信标准化局，上面注明“**visa request**”（“**签证申请**”）。

**FORM 1 - FELLOWSHIP REQUEST**

(to TSB Collective letter 4/15)

|  |  |  |
| --- | --- | --- |
|  | **ITU-T Study Group 15 meeting****Geneva, Switzerland, 24 March - 4 April 2014** |  |
| **Please return to:** | **ITU** **Geneva (Switzerland)** | **E-mail :** **bdtfellowships@itu.int** **Tel: +41 22 730 5227**  **Fax: +41 22 730 5778** |
| **Request for one partial fellowship to be submitted before 24 February 2014** |
| Submission of contributions is encouraged | Participation of women is encouraged |
| Registration Confirmation I.D. No: ……………………………………………………………………………(Note: It is imperative for fellowship holders to pre-register via the on-line registration form at: (<http://itu.int/ITU-T/go/sg15>)**Country: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_****Name of the Administration or Organization: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_****Mr. / Ms. \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_(family name) \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_(given name)****Title: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_** |
| **Address: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_****\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_****Tel.: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Fax: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ E-Mail:\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_****PASSPORT INFORMATION :****Date of birth: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_****Nationality: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Passport number: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_****Date of issue: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ In (place) : \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_Valid until (date): \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_** |
| **Please select your preference (which ITU will do its best to accommodate)** |
|  **□ Economy class air ticket (duty station / Geneva / duty station) □ Daily subsistence allowance intended to cover accommodation, meals & misc. expenses.**  |
|  |
| **Signature of fellowship candidate:** | **Date:** |
| **TO VALIDATE FELLOWSHIP REQUEST, NAME, TITLE AND SIGNATURE OF CERTIFYING OFFICIAL DESIGNATING PARTICIPANT MUST BE COMPLETED BELOW WITH OFFICIAL STAMP.****N.B. IT IS IMPERATIVE THAT FELLOWS BE PRESENT FROM THE FIRST DAY TO THE END OF THE MEETING.** |
| **Signature** | **Date** |

**FORM 2 – HOTELS**

(to TSB Collective letter 4/15)

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| *This confirmation form* ***should be sent directly*** *to the hotel**of your choice* |

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|  | **INTERNATIONAL TELECOMMUNICATION UNION** |  |

**TELECOMMUNICATION STANDARDIZATION SECTOR**

*SG/WP meeting ------------------------------------- from ------------------------- to ----------------------- in Geneva*

*Confirmation of the reservation made on (date) ------------------------- with (hotel) --------------------------------*

***at the ITU preferential tariff***

*------------ single/double room(s)*

*arriving on (date) --------------------------- at (time) ------------- departing on (date) -------------------------------*

***GENEVA TRANSPORT CARD:*** *Hotels and residences in the canton of Geneva now provide a free "Geneva Transport Card" valid for the duration of the stay. This card will give you free access to Geneva public transport, including buses, trams, boats and trains as far as Versoix and the airport.*

*Family name* -------------------------------------------------------------------------------------------------------------------

*First name*  ------------------------------------------------------------------------------------------------------------------

*Address*  ------------------------------------------------------------------------ *Tel: -------------------------------*

*----------------------------------------------------------------------------------------- Fax: -------------------------------*

*----------------------------------------------------------------------------------------- E-mail:* ------------------------------

*Credit card to guarantee this reservation*: AX/VISA/DINERS/EC (*or* *other) -----------------------------------*

*No.* -------------------------------------------------------- *valid until* -------------------------------------------------

*Date* ------------------------------------------------------ *Signature*  ---------------------------------------------------

**ANNEX B
Draft Agenda**

**Meeting of Study Group 15
Geneva, 24 March - 4 April 2014**

1. Opening of meeting
2. Approval of agenda
3. Study group responsibility and Questions assigned by WTSA-12
4. Organization of Study Group 15:
	1. Appointment of rapporteurs and associate rapporteurs
5. Feedback and Status Reports on interim activities (since July 2013)
	1. Approval of the SG15 meeting report ([COM15-R3](http://www.itu.int/md/T13-SG15-R-0003/en), July 2013)
	2. TSAG and RevCom matters of interest to SG15
	3. SG15 interim activities (matters of interest to Plenary)
	4. Status on SG15's liaison, innovation, marketing, promotion and other roles
	5. Status of draft Recommendations consented
	6. SG15 management matters of interest to Plenary
6. Guidance for the work of SG15
7. Objectives for this meeting
8. Work Plan for this meeting (Annex C)
9. Conduct of and facilities available for the meeting
10. Documents and their allocation
11. Miscellaneous
12. Reports of Working Parties
	1. Matters for resolution at study group level
	2. Intellectual Property Rights Inquiry
	3. Determination of draft new/revised Recommendations according to Resolution 1 (TAP)
	4. Consent of Recommendations proposed for approval using Recommendation ITU-T A.8
	5. Agreement of other texts
	6. Status of Recommendations (SG15 work programme)
	7. Liaison and interaction with other groups
	8. Interim Rapporteur/WP activities
	9. Texts for deletion, if any
13. Approval of any draft new/revised Recommendations referred back to SG during AAP
14. Approval of any draft new/revised Recommendations according to Resolution 1 (TAP)
15. Reports on SG15's liaison, innovation, marketing, promotion and other roles
16. Future activities
17. Miscellaneous
18. Closing

**ANNEX C** (to TSB Collective letter 4/15)

**Study Group 15 work plan, 24 March - 4 April 2014 (first week)**

 NOTE - Updates to the work plan will be made available on the Study Group 15 website at: [www.itu.int/ITU-T/studygroups/com15](http://www.itu.int/ITU-T/studygroups/com15).

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|  | **Monday, 24 March** | **Tuesday, 25 March** | **Wednesday, 26 March** | **Thursday, 27 March** | **Friday, 28 March** |
| Q/15 | 0 | 1 | 2 | 3 | 4 | 5 | 0 | 1 | 2 | 3 | 4 | 5 | 0 | 1 | 2 | 3 | 4 | 5 | 0 | 1 | 2 | 3 | 4 | 5 | 0 | 1 | 2 | 3 | 4 | 5 |
| **SG15 Plen** |  | x |  |  |  |  | # |  |  |  |  |  | # |  |  |  |  | \* | # |  |  |  |  | § |  |  |  |  |  |  |
| **WP1 Plen** |  |  | x |  |  |  |  |  |  |  |  |  |  |  |  |  |  | \* |  |  |  |  |  | § |  |  |  |  |  |  |
| **Q1/15** |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  | \* |  |  |  |  |  | § |  |  |  |  |  |  |
| **Q2/15** |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  | \* |  | D | x | x | E | § |  | x | x | x | x |  |
| **Q4/15** |  |  |  | x | x |  |  | x | x | x | x |  |  | x | x | x | x | \* |  | x | x | x | x | § |  | x | x | x | x |  |
| **Q15/15** |  |  |  | x | x |  |  | x | x | x | x |  |  | x | x | x | x | \* |  | x | x | x | x | § |  | x | x | x | x |  |
| **Q18/15** |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  | \* |  |  |  | x | x | § |  | x | x | x | x |  |
| **WP2 Plen** |  |  | x |  |  |  |  |  |  |  |  |  |  |  |  |  |  | \* |  |  |  |  |  | § |  |  |  |  |  |  |
| **Q5/15** |  |  |  | x | x |  |  | x | x | x | x |  |  | x | x | x | x | \* |  |  |  |  |  | § |  |  |  |  |  |  |
| **Q6/15** |  |  |  | x | x |  |  | x | x | x | A |  |  | x | x | x | x | \* |  | D | x | x | F | § |  | x | x | x | x |  |
| **Q7/15** |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  | \* |  |  |  |  | F | § |  |  |  |  |  |  |
| **Q8/15** |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  | \* |  |  |  |  |  | § |  |  |  |  |  |  |
| **Q16/15** |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  | \* |  | x | x | x | x | § |  | x | x | x | x |  |
| **Q17/15** |  |  |  | x | x |  |  | x | x | x | x |  |  | x | x | x | x | \* |  |  |  |  | E | § |  |  |  |  |  |  |
| **WP3 Plen** |  |  | x |  |  |  |  |  |  |  |  |  |  |  |  |  |  | \* |  |  |  |  |  | § |  |  |  |  |  |  |
| **Q3/15** |  |  |  |  |  |  |  | x | x |  |  |  |  |  |  |  |  | \* |  |  |  |  | F | § |  |  |  | x | x |  |
| **Q9/15** |  |  |  | x | x |  |  | x | x |  |  |  |  | x | x | x | x | \* |  | x | x |  | F | § |  |  |  | x | x |  |
| **Q10/15** |  |  |  |  | x |  |  |  |  | x | x |  |  |  |  | x | x | \* |  |  |  | x | F | § |  | x | x | x | x |  |
| **Q11/15** |  |  |  | x | x |  |  | x | x | x | A |  |  | x | C |  |  | \* |  | x | x | x | F | § |  | x | x |  |  |  |
| **Q12/15** |  |  |  |  |  |  |  | x | x | x | A |  |  | B | B | x | x | \* |  | x | x | x | F | § |  | x | x |  |  |  |
| **Q13/15** |  |  |  | x | x |  |  | x | x | x | x |  |  | x | C | x | x | \* |  | x | x | x | F | § |  | x | x | x | x |  |
| **Q14/15** |  |  |  | x | x |  |  | x | x | x | A |  |  | B | B | x | x | \* |  | x | x | x | F | § |  | x | x | x |  |  |
| Sessions times: 0 - 0830-0930; 1 - 0930-1045; 2 - 1115-1230; 3 - 1430-1545; 4 - 1615-1730; 5 - 1800→ |
| \* Evening session on 26 March for Innovation & Marketing, including CIT issues.§ Networking event (to be confirmed). | # Breakfast tutorial(s) (if required). |

**Study Group 15 Work Plan, 24 March - 4 April 2014 (second week)**

|  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- |
|  | **Monday, 31 March** | **Tuesday, 1 April** | **Wednesday, 2 April** | **Thursday, 3 April** | **Friday, 4 April** |
| Q/15 | 0 | 1 | 2 | 3 | 4 | 5 | 0 | 1 | 2 | 3 | 4 | 5 | 0 | 1 | 2 | 3 | 4 | 5 | 0 | 1 | 2 | 3 | 4 | 5 | 0 | 1 | 2 | 3 | 4 | 5 |
| **SG15 Plen** |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  | x | x | x |  |  |
| **WP1 Plen** |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  | x | x |  |  |  |  |  |  |  |
| **Q1/15** |  |  |  |  |  |  |  |  |  |  |  |  |  | x | x | x | I |  |  |  |  |  |  | L |  |  |  |  |  |  |
| **Q2/15** |  | x | x | x | H |  |  | x | x | x | x |  |  | x | x | x | x |  |  |  |  |  |  | L |  |  |  |  |  |  |
| **Q4/15** |  | x | x | x | H |  |  | x | x | x | x |  |  | x | x | x | x |  |  | x | x |  |  | L |  |  |  |  |  |  |
| **Q15/15** |  |  |  | x | x |  |  | x | x | x | x |  |  | x | x | x | I |  |  | x | x |  |  | L |  |  |  |  |  |  |
| **Q18/15** |  | x | x | x | x |  |  | x | x | x | x |  |  | x | x | x | x |  |  | x | x |  |  | L |  |  |  |  |  |  |
| **WP2 Plen** |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  | x | x | x |  |  |  |  |  |  |  |  |
| **Q5/15** |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  | K | K |  |  |  |  |  |  |
| **Q6/15** |  |  |  |  |  |  |  |  |  | x | x |  |  | x | x | x | x |  |  |  |  |  | K | K |  |  |  |  |  |  |
| **Q7/15** |  | x | x | x | x |  |  | x | x |  |  |  |  |  |  |  |  |  |  |  |  |  | K | K |  |  |  |  |  |  |
| **Q8/15** |  | x | x | x | x |  |  | x | x | x | x |  |  | x | x |  |  |  |  |  |  |  | K | K |  |  |  |  |  |  |
| **Q16/15** |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  | K | K |  |  |  |  |  |  |
| **Q17/15** |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  | K | K |  |  |  |  |  |  |
| **WP3 Plen** |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  | x | x | x | x |  |  |  |  |  |  |  |
| **Q3/15** |  | x | x | x | x |  |  | x | x |  |  |  |  |  |  |  | J |  |  |  |  |  |  |  |  |  |  |  |  |  |
| **Q9/15** |  |  |  | x | x |  |  | x | x |  |  |  |  | x | x | x | J |  |  |  |  |  |  |  |  |  |  |  |  |  |
| **Q10/15** |  | x | x | x | x |  |  |  |  | x | x |  |  | x | x | x | J |  |  |  |  |  |  |  |  |  |  |  |  |  |
| **Q11/15** |  | x | x |  |  |  |  | x | x | x | x |  |  | x | x |  | J |  |  |  |  |  |  |  |  |  |  |  |  |  |
| **Q12/15** |  | x | x | G | G |  |  | x | x |  |  |  |  | x | x |  | J |  |  |  |  |  |  |  |  |  |  |  |  |  |
| **Q13/15** |  | x | x | x | x |  |  | x | x | x | x |  |  | x | x |  | J |  |  |  |  |  |  |  |  |  |  |  |  |  |
| **Q14/15** |  | x | x | G | G |  |  | x | x | x | x |  |  | x | x |  | J |  |  |  |  |  |  |  |  |  |  |  |  |  |
| Sessions times: 0 - 0830-0930; 1 - 0930-1045; 2 - 1115-1230; 3 - 1430-1545; 4 - 1615-1730; 5 - 1800→ |

Notes:

|  |  |
| --- | --- |
| A | Joint Q6, 11, 12, 14/15: OTN beyond 100G |
| B | Joint Q12, 14/15: ASON, SDN and CloudNOTE - The Questions will meet independently in 2Q if the joint meeting can be completed in 1Q |
| C | Joint Q11, 13/15: Issues related to synchronization over TDM networks |
| D | Joint Q2, 6/15: Discuss progress on Metro topics |
| E | Joint Q2, 17/15 session on optical line management, if needed |
| F | Joint Q3, 6, 7, 9, 10, 11, 12, 13, 14/15: OTN Coordination. IEEE 802.3 projects status will be included in this meeting. |
| G | Joint Q12, 14/15: ASON, SDN and CloudNOTE - The Questions will meet independently in 4Q if the joint meeting can be completed in 3Q. |
| H | Joint Q2,4 session on G.fast/OMCI |
| I | Joint Q1, 15 on Smart Grid standards overview and workplan |
| J | WP3/15 Chairman and Rapporteurs only − Report preparation. |
| K | WP2/15 Chairman and Rapporteurs only − Report preparation. |
| L | WP1/15 Chairman and Rapporteurs only − Report preparation. |

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1. 此类请求的模板参见<http://itu.int/en/ITU-T/info/Documents/Visa-support-letter_MODEL.pdf>。 [↑](#footnote-ref-1)