

ITU-T Workshop on Bridging the Standardization Gap and Interactive Training Session

(Cyberjaya, Malaysia, 29 June – 1 July 2010)

Participation in ITU-T: Concrete measures for developing countries

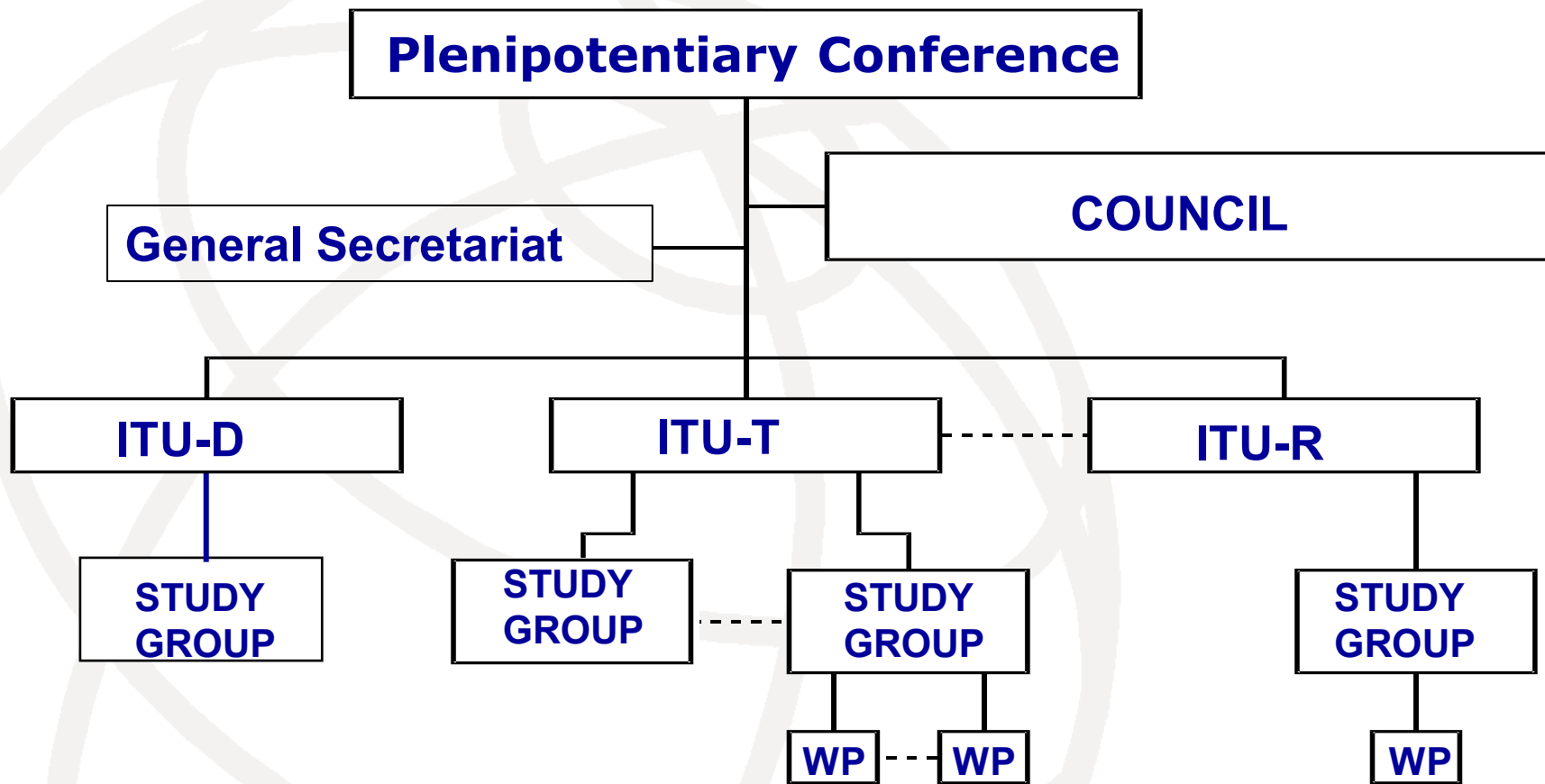
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ITU-T TSAG Chairman (1996-2008)**

Outline

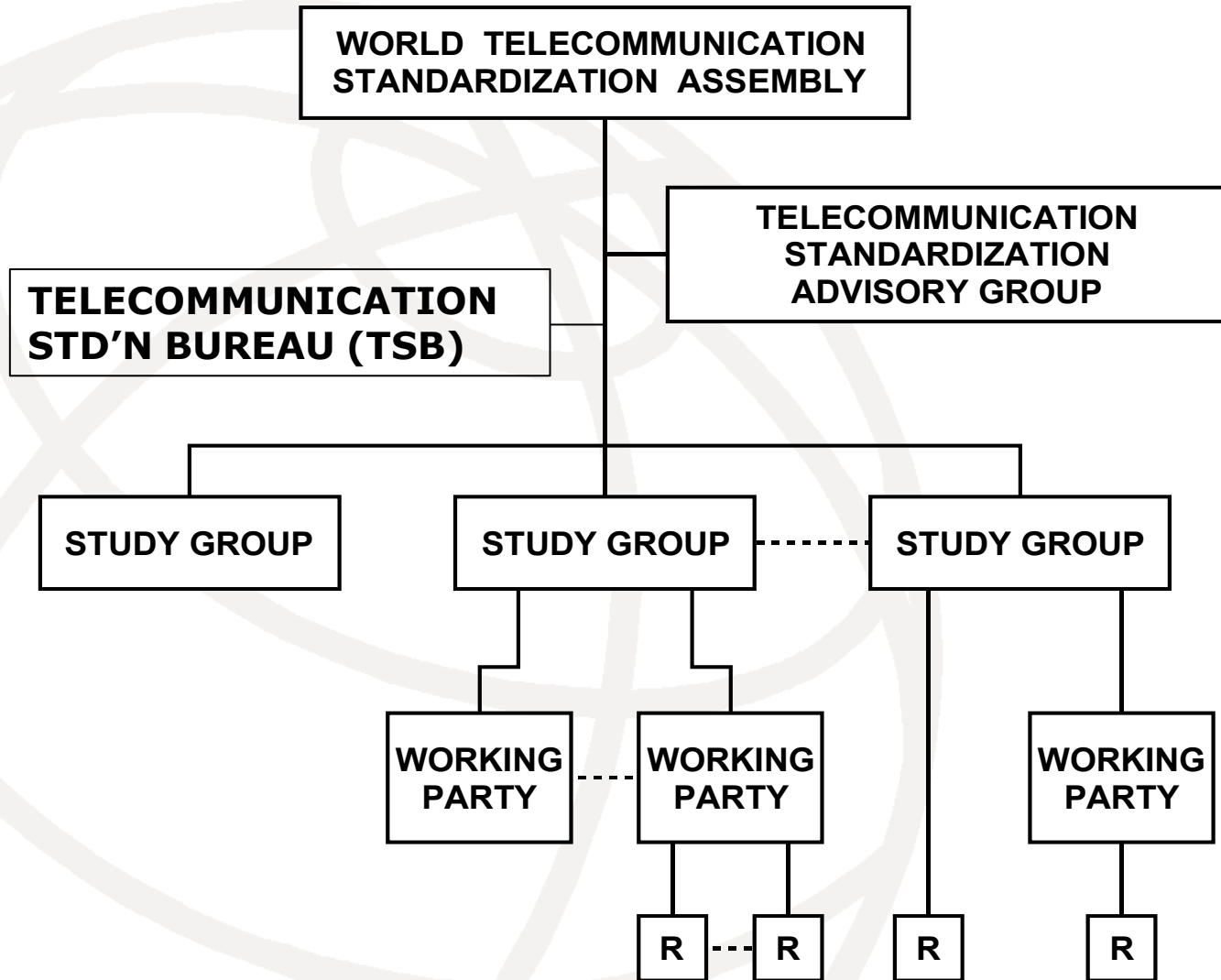
- **ITU and ITU-T**
- Ladder of Standardization Development
- Standards Management
- Concrete Measures

ITU Structure



WP = Working Party

ITU-T Structure



R = RAPPORTEUR GROUP

Who can participate?

- All Member States (MS) participate in all activities of the ITU-T
 - A MS pays dues to belong to the ITU
- All Sector Members (SM) participate in all activities of the ITU-T Sector
 - A SM pays dues to belong to ITU-T
- An Associate can participate in all activities of one SG it designates (except being a liaison Rapporteur)
 - An Associate pays dues to belong to one Study Group

Study Group Management

- Meetings are organized and managed by the SG management team, usually comprising the Chair, Vice Chairs and Working Party Chairs with the assistance of a Counsellor from the Telecommunications Standardization Bureau (TSB)
- The Chairman of a meeting can invite a non-member to participate as an individual expert in that meeting

Organization of Work in ITU-T

- Work projects are defined by “Questions”
 - “What Recommendations are needed to....?”
 - There are about 150 Questions in ITU-T
 - Questions are revised, added or deleted as needed
 - Questions are numbered: e.g., Question 1 in SG12 is called Q.1/12
- Work on an individual Question, or a part of a Question, or a group of related Questions, is led by a “Rapporteur”

Organization of Work in ITU-T

- Related Questions are grouped together in a Working Party (WP)
 - ➔ WPs have numbers followed by the SG number: e.g., WP1 in SG12 is WP1/12
 - ➔ WPs have a Chairman; exceptionally, some WPs have a Vice Chairman
- WP structure and WP Chairmen are decided by the Study Group

Study Group Work Process

- Each SG meeting lasts 1 to 2 weeks, about once every 8 to 9 months
- A SG may hold a short opening plenary, then split up into WP meetings, and the WPs split up into meetings of their Questions
- It all comes back together for the SG meeting to take formal decisions

Decision-Making

- Decisions are made by consensus
 - There is no rigorous definition
 - Consensus is declared by the Chairman of the meeting, but can be challenged by the participants
- Types of decisions:
 - Approve a liaison to another body
 - Begin the approval procedure for Questions or Recommendations
 - Approve Questions or Recommendations
 - Set up a group and approve its Terms of Reference and leadership

Documentation

- Inputs – only from members
 - Contributions
- Meeting information and progress during the meeting
 - Temporary Documents (TD)
- Outputs
 - Reports and Liaisons

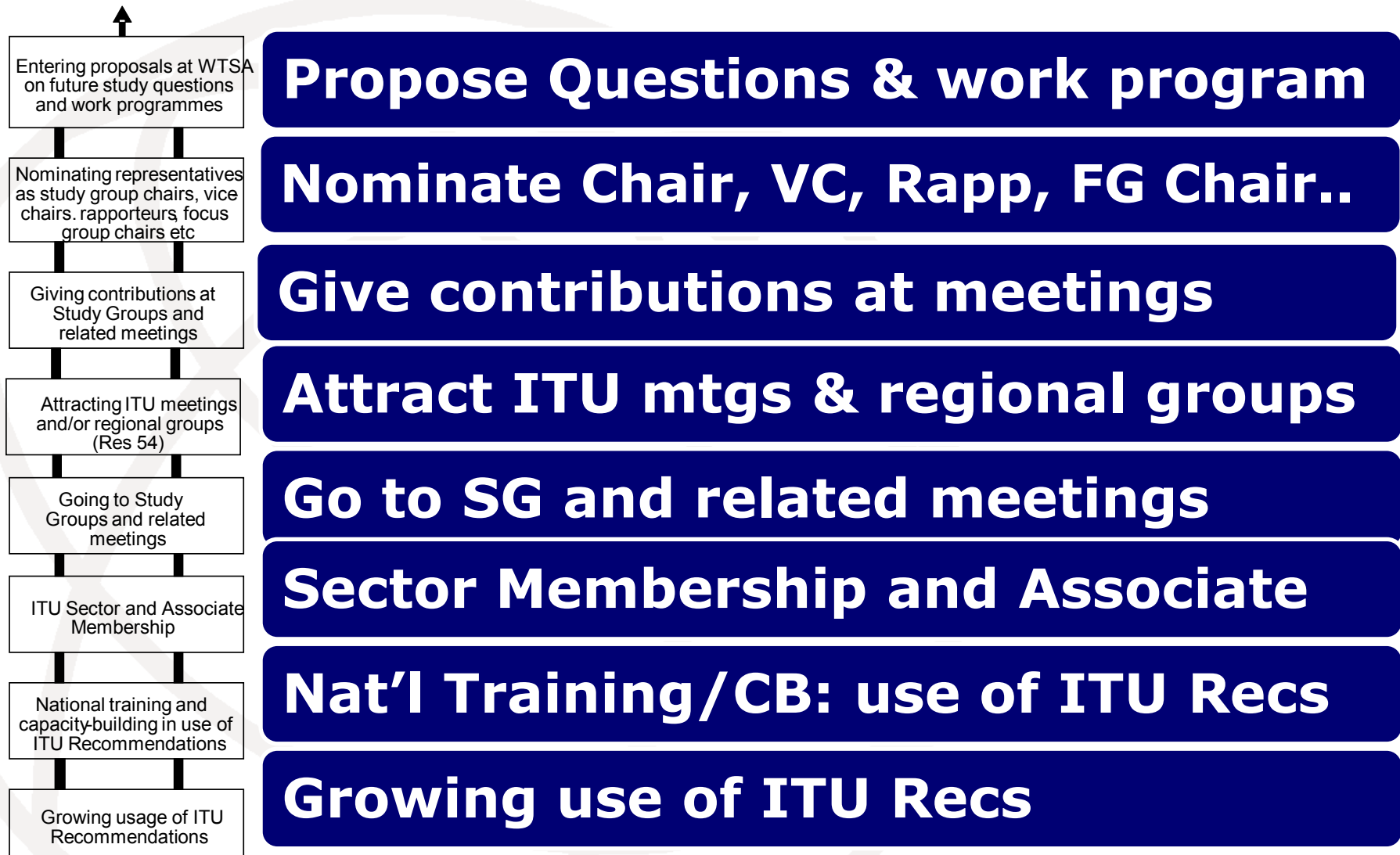
TSB Staff Support

- TSB is led by Director, Malcolm Johnson
 - Assisted by Deputy to the Director, Reinhard Scholl
 - Technical and organizational assistance is provided by P (Professional) staff, including SG Counsellors and Engineers
 - Administrative support is provided by G (General) staff
 - TSB is located in the Montbrillant Building at ITU in Geneva

Outline

- ITU and ITU-T
 - **Ladder of Standardization Development**
- Standards Management
- Concrete Measures

Standardization Development Ladder



You and the Ladder

- Where are you now?
- Where in International Standardization would you like to be in 5 - 10 years? E.G.,
 - User of International Standards
 - Active in some areas
 - Active in all areas
 - Technical leaders, middle-management +/or top-level standards management

Where on the Ladder do you want to be in 5-10 years?

- Why are you not there now? E.G.,
 - Lack of technical know-how
 - Lack of standards know-how
 - Lack of a strategy
 - Language issues
 - Financial aspects
 - Lack of interest

Outline

- ITU and ITU-T
- Ladder of Standardization Development
- **Standards Management**
- Concrete Measures

A Standards Management Process: Why?

- Resources are finite – use them efficiently and effectively
- Good standards people are limited in number – leverage their talents to level (or tilt) the playing field
- Standards is part of your organization's strategy, and of policy, product and service development – manage it as such

A Standards Management Process: Why?

- The standards process is very public
 - you should present a coherent, consistent message
 - ➔ This is also true across different standards bodies, which may be attended by different company experts
- Without coordination, different departments might send people to the same meeting who don't know each other, and they will disagree

A Standards Management Process: Choices

- To implement your strategic plans:
 - 1) All units will support a common position and each other
 - This might modify each unit's position but strengthen the overall strategy; OR
 - 2) Each unit will present and defend its own position
 - The best idea wins, but it might result in one unit's position defeating that of another unit, or possibly negating both

A Standards Management Process: How?

- There are two basic models:
 - Centralized
 - De-centralized
- Each model has benefits and shortcomings
- Both models can be effective
- A hybrid model is also possible with a small central organization and multiple local organizations

Centralized Model

- Team of “standards professionals”
- Usually aligned with a central organization such as Strategic Planning, R&D, IPR Mgt.
- Manages a cross-unit coordination process
- Funding might be from a central org’n or via a “tax” paid by all units
- Facilitates long-range, strategic planning
- Might directly fund selected experts
- It is responsible and also directly accountable

De-Centralized Model

- Teams of policy, technical and management experts within their own units
- Close to policy, product and service developers
- Each can set its own priorities
- Cross-unit coordination is left for someone else or might be ignored
- No “tax” paid to a central organization
- Direct control of their own experts
- Responsible and accountable only to its own unit

Outline

- ITU and ITU-T
- Ladder of Standardization Development
- Standards Management
- **Concrete Measures**

What concrete steps can you take?

- Decide what you want – this is #1
- Technical training is necessary
- Technical training is not enough
 - ➔ Also need training on the standardization process and how to use it effectively
- Get [TIES](http://www.itu.int/TIES/registration/index.html) accounts for your experts
(<http://www.itu.int/TIES/registration/index.html>)

What concrete steps can you take?

- Put someone in charge of your standards programme
 - With a budget
- Get familiar with the [ITU-T web site](http://www.itu.int/ITU-T/)
 - e.g., [Delegate Resources](http://www.itu.int/ITU-T/info/dresources.html) (<http://www.itu.int/ITU-T/info/dresources.html>)
 - Information on ITU, Geneva, member services, tutorials, guidelines
- Start attending selected meetings – attend consistently

What concrete steps can you take?

- Volunteer at the working level
 - ➔ Be in a Drafting Group, Lead a Drafting Group, Editor, Associate Rapporteur, Rapporteur
 - ➔ Don't need to be an expert
 - ➔ Your help will be appreciated
- Establish an internal reporting process **FOCUSED ON POLICY AND BUSINESS NEEDS**, not standards needs

Points to Consider

- Where are you on the Standardization Development Ladder?
- Where would you like to be?
- Why aren't you there?
- What can you do:
 - Now
 - Later

DO IT NOW!

- To Bridge the Standardization Gap, what are the 3 things you can do first?
 - e.g., appoint an internal coordinator today: no cost, no delay; get a TIES account
- What will you need in your toolkit to move up 2 rungs of the Standardization Development Ladder?



Thank you

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Additional Information

ITU-T Study Groups

- 2 Operational aspects of service provision and telecommunication management
- 3 Tariff and accounting principles including related telecommunication economic and policy issues
- 5 Environment and climate change
- 9 Television and sound transmission and integrated broadband cable networks
- 11 Signaling requirements, protocols and test specifications
- 12 Performance, QoS and QoE
- 13 Future networks including mobile and NGN
- 15 Optical transport networks and access network infrastructures
- 16 Multimedia coding, systems and applications
- 17 Security, languages and telecommunication software

Documentation

- Contributions
 - Only Member States, Sector Members and Associates may submit Contributions
 - Contributions are numbered sequentially during the 4-year study period
 - It is now the 2009-2012 study period
 - See ITU-T [Rec A.2](http://www.itu.int/rec/T-REC-A.2-200810-I) on preparing Contributions

Documentation

- **Temporary Documents (TD)**
 - Name is left over from past usage, but it is a permanently archived document
 - Inputs from SG management, TSB, incoming liaisons, Rapporteurs, editors – i.e., anywhere other than a member
 - Numbered sequentially throughout the 4-year study period
 - Each WP and the SG will have its own numbered TD series
 - Documents produced during the meeting will be assigned TD numbers

Documentation - Outputs

■ Liaison statements

- ➔ Format and required information is shown in ITU-T [Rec A.1](http://www.itu.int/rec/T-REC-A.1-200810-I) (http://www.itu.int/rec/T-REC-A.1-200810-I)
- ➔ Any group can approve a liaison, but the source and approving body must be clearly shown

■ Meeting reports

- ➔ Generally drafted by the end of the meeting, then cleaned up for posting
- ➔ SG reports are completed and posted within a guideline of 6 weeks