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| INTERNATIONAL TELECOMMUNICATION UNION | | **Joint Coordination Activity   On Accessibility and Human Factors** |
| **TELECOMMUNICATION STANDARDIZATION SECTOR**  STUDY PERIOD 2013-2016 | | **Doc 164** |
| **English only**  **Original: English** |
| **Source:** | Chairman JCA-AHF | |
| **Title:** | Draft meeting report of Joint Coordination Activity on Accessibility and Human Factors (JCA-AHF), Geneva, 30 May 2014 | |

1. Opening of the meeting

The JCA-AHF meeting was held on 30 May 2014 during ITU-T SG2 meeting (28 May – 6 June 2014) and chaired by the JCA-AHF Chairman Andrea Saks (USA), vice-chairman Christopher Jones (UK) and vice-chairman Mr Floris van Nes (The Netherlands).

The Chairman welcomed the participants in the room and the remote participants, reminding that the meeting was captioned and that all participants need to identify themselves for the captioners each time they spoke.

Christopher Jones who is deaf was participating remotely from the UK with a sign language interpreter also in the UK but in a different city. The interpretation was also remote. It was explained while technical difficulties were being sorted out with the ITU remote participation tool before the opening of the meeting that the interpreter would be using three devices consisting of PC’s and tablets: One was to use Skype for face to face sign language interpretation, a second for the ITU remote participation tool and the third for the captioning. Christopher Jones used two devices: One for the remote sign language interpretation and the other one for ITU remote participation tool to view the documents with the captioning displayed in a captioning pod in the tool. Christopher was also able to use the chat box of the ITU remote participation tool to indicate to the remote moderator that he requested the floor to speak. He would then sign to the interpreter who would speak for him translating his signs.

Gerry Ellis who is blind also was a remote participant. He was unable to use the remote participation tool because his screen reader uses audio. He would have to switch that off to listen to the meeting and switch it on again to navigate the remote tool pages thus losing contact with audio of the meeting. He also therefore could not use the chat box to reqquest the floor. Since he could not use the remote tool successfully to even call in, it was arranged in advance that the ITU remote participation service team would call Mr. Ellis by telephone. This was done. This inturn required the chairman of this meeting to remember to ask if Mr. Ellis would like to make a comment after every agenda item.

There were 7 remote participants to this meeting. The remote moderator would indicate the others requests by raising his hand and being recognized by the Chairman. This was done. The Chairman explained this procedure to the meeting while the technical difficulties were being corrected.

2 Agenda and allocation of documents

The Chairman introduced the draft agenda and document allocation reproduced in **Annex** of this report ([Document 118](http://www.itu.int/en/ITU-T/jca/ahf/Documents/docs-2014/JCA-AHF-Doc-118.doc)).

The complete list of documents is available on the JCA-AHF website (<http://www.itu.int/en/ITU-T/jca/ahf/Pages/201405-docs.aspx>) and the list of participants can be found in [Document 163](http://www.itu.int/en/ITU-T/jca/ahf/Documents/docs-2014/JCA-AHF-Doc163.pdf).

3 Approval of the last JCA-AHF meeting report

The “JCA-AHF 06 November 2013 meeting report )” ([Document 1](http://www.itu.int/en/ITU-T/jca/ahf/Documents/docs-2014/JCA-AHF-Doc-119.docx)19) was still not approved as the document was not as yet finished. It was agreed that it could be approved by reflector later when the document was posted or in next meeting.

4 Review of ITU accessibility activities

**4.1 Report to Council** ([Document 156](http://www.itu.int/en/ITU-T/jca/ahf/Documents/docs-2014/JCA-AHF-Doc-156.zip))

Jose Maria Batanero, Secretariat for the ITU Accessibility Task Force presented the Secretary General’s report to Council 2014 on the update of the progress over the past year of implementing accessibility for persons with disabilities in the ITU standardization process, reporting on accessibility activities within the ITU and making the ITU more accessibility as per instructs in Resolution PP 10 175.

**4.2 ITU Accessibility Plan 2014 (**[Document 157](http://www.itu.int/en/ITU-T/jca/ahf/Documents/docs-2014/JCA-AHF-Doc-157.zip))

Mr Batanero presented the document that presents a consolidated plan of the activities to be implemented by ITU during 2014 in order to advance the implementation of the Accessibility Policy for Persons with Disabilities, endorsed by the 2013 Session of ITU Council. The plan draws on the Guidelines for Implementation ITU Accessibility Policy for Persons with Disabilities ([C13/INF/14](http://www.itu.int/md/S13-CL-INF-0014/en)).This Action Plan 2014 included staff engagement meetings and conferences and the revision of the registration process, streamlining of captioning services, digital documents making them accessible, raising awareness of the ITU membership, exploring the possibility of an allocating budget line for policy implantation, the recruitment process, procurement, mainstreaming accessibility in ITU activities. It is a major step forward. [Document 157](http://www.itu.int/en/ITU-T/jca/ahf/Documents/docs-2014/JCA-AHF-Doc-157.zip) gives much greater detail .

**4.3 WTDC 14 update (**[Document 151](http://www.itu.int/en/ITU-T/jca/ahf/Documents/docs-2014/JCA-AHF-Doc-151.docx))

Carmen Prado Wagner from the BDT gave an overview of the highlights pertaining to persons with disabilities at WTDC 2014 in Dubai. One of the most important aspects was the altering the name of ITU-D SG 1 Q20 to ‘Access to telecommunications/ICT services by persons with disabilities and with specific needs’. This was an import break through because previously the terminology was ‘special needs’ instead of ‘specific needs’. The term ‘special needs’ was deemed offensive by person with Disabilities. Countries will have special needs but people will have specific needs. India made a contribution to WTDC-14 regarding illiteracy to be included as a category and persons with illiteracy was added to Q20. WTDC 14 Resolution 58 was approved by combining contributions from RCC and CITEL.

**4.4 Disability in draft WSIS+10 outcome** [vision document](http://www.itu.int/wsis/review/inc/docs/phase6/v/wsis10-vision.r.3.docx)

The chairman introduced that the multistakeholder preparatory process (MPP) of this WSIS+10 High Level Event for including accessibility for all, including persons with disabilities in the Draft WSIS+10 Vision for WSIS Beyond 2015 under mandates of participating agencies, notably in Section B Priority Area bullet point 9 and Action Lines C3 and C7. This is direct result of the JCA-AHF input to the MPP with help from one of its experts as noted in the November meeting report of the JCA-AHF.

5 Coordination and collaboration outside ITU

**5.1 Revision of ISO/IEC Guide 71 and Joint ISO/IEC/ITU Policy Statement on Accessibility and Standardisation (**[Document 158](http://www.itu.int/en/ITU-T/jca/ahf/Documents/docs-2014/JCA-AHF-Doc-158.doc), [Document 127](http://www.itu.int/en/ITU-T/jca/ahf/Documents/docs-2014/JCA-AHF-Doc-127.zip))

Gerry Ellis, the ITU representative to JTAG, the revision committee gave a report regarding the current position on of the revision. The draft Guide 71 has now been completed and is now out for voting by ISO/IEC member bodies as of the 15th of May. ITU as an observor body in this joint working group can only comment during this process. ITU has planned to coordinate with ISO and IEC to simultaneously publish the new revised Guide 71 an ITU-T publication.

JCA-AHF invited for people to review the draft guideline and make comments to the JCA-AHF so that they could be taken into account in the ITU comments. The hope is that next SG16 Q26 meeting in July 2014 to conditionally approve the draft if ITU comments (if any) will be accepted in the final joint publication..

**5.2 Draft Joint ISO/IEC/ITU Policy Statement on Accessibility and Standardisation (**[Document 159](http://www.itu.int/en/ITU-T/jca/ahf/Documents/docs-2014/JCA-AHF-Doc-159.doc))

ISO, IEC and ITU within the framework of World Standards Cooperation (WSC) agreed to develop a joint policy statement on Accessibility and Standardisation. A draft text was presented in [Document 159](http://www.itu.int/en/ITU-T/jca/ahf/Documents/docs-2014/JCA-AHF-Doc-159.doc) for comment from JCA-AHF.

6 Relay Services

**6.1 INSIGN – EU funded project**

Christopher Jones, Vice Chairman of the JCA-AHF, gave a report on the new relay service project that will be demoed at the European Commission showing the need for the use of Voice Video and Text to be used by relay services. The video aspect allows deaf people to use sign language to a human interface who places the call. Not all deaf people sign and those who do not might need the benefit of text. All at some point will need text for details, like address and phone numbers etc. Some people who can speak and might prefer to communicate that way. The project is using an ITU-T standard F.703 called Total Conversation. A short facebook video was shown giving a demonstration to the JCA-AHF meeting. Further details can be found in [Document 154](http://www.itu.int/en/ITU-T/jca/ahf/Documents/docs-2014/JCA-AHF-Doc-154.doc).

**6.2 British Telecom Next Generation Text Relay (BT-NGTR) delayed**

Christopher Jones gave a report on the delay of the launch of BT’s newest relay service. There are technical problems with a conflict re audio issues with the emergency services. The date of launch was to be 18 April 2014. The details of the agreement and what happened is in [Document 155](http://www.itu.int/en/ITU-T/jca/ahf/Documents/docs-2014/JCA-AHF-Doc-155.doc). There is discontent as the deaf community in the UK would also like to have IP relay for sign language and feel not enough effort is being directed to IP relay services which allows sign language and has been available in the USA for several years.

7 LTE use of to the 2.3-2.4 GHz band and assistive listen devices (ALD)

**7.1 Presentation by Brian Copsey (invited expert) (**[**Doc 153 Rev.1**](http://www.itu.int/en/ITU-T/jca/ahf/Documents/docs-2014/JCA-AHF-Doc153R1.zip)**)**

Brian Copsey, an invited expert and a member of ITU-R working group 5A, gave a presentation of the problems that might occur with Assistive Listening Devices if administrations reallocate the 2.3-2.4GHz band to mobile phone operations, the adjacent band 2.4-2483.5GHz is used by Assistive Listening Devices (ALDs) i.e, hearing aids, audio speech tools used in the classroom by hearing impaired children and Cochlear implants, thus ALD users will suffer from noise interference if proper safeguards are not implemented. The JCA-AHF had in the past sent liaisons regarding the problems re spectrum and hearing aids to three working parties in ITU-R previously but without much response. The problem became critical when OFCOM UK asked for a consultation with regard to the planned distribution of the spectrum allocation. The deaf community and educators rallied and made sufficient comment for OFCOM UK to take notice. The JCA –AHF subsequently gave the space to have a discussion re the problems and to encourage a study and sent a liaison to many organizations but specifically to CEPT WGFM who meeting about the same subject in the same week as the JCA-AHF but before the JCA-AHF meeting. The liaison was sent out the week before (see section 7.2).

**The outcome** was that the CEPT WGFM meeting (26-30 May 2014) noted the information provided by ITU-T JCA-AHF on the use of the 2.4 GHz band by Assistive Listening Devices. The FM52 Chairman stated that two comments that had been provided on this topic were noted during during the above meeting and that the newly proposed BEM for MFCN is expected to improve the coexistence. The revised recommendation of CEPT WGFM has drastically reduced mobile system power in the adjacent channel and also reduced the out of band energy in the ALD band. Experts view it whilst not a total answer but a major step in the right direction.

**7.2 JCA-AHF Liaison Statement to ITU-R WP 4A, 4B, 5A and 5B, ITU-T SG 2 and 16, etc.**

A liaison ([Document 162](http://www.itu.int/en/ITU-T/jca/ahf/Documents/docs-2014/JCA-AHF-Doc-162.doc)) explained very clearly the problem of interference and the likely hood of its probability of occurring if safe a study and safeguard were not specified in the licensing arrangements was approved urgently by correspondence on 23 May 2013 so that it was also sent to ITU-T SGs 3, 5, 9, 11, 12, 13, 15 and 17; ITU-D SG1 and SG2; CEPT WGFM for comment and for information to the ITU-R SG 6; FCC (USA); OFCOM UK. The liaison arrived in time for a meeting of CEPT’s WGFM meeting where the subject was also discussed. See 7.1 above for the result of this LS.

**7.3 OFCOM UK statement**

Ofcom wrote to the chairman of the JCA-AHF and requested that a statement be read about at the JCA-AHF meeting which was done. ([Document 152Rev1](http://www.itu.int/en/ITU-T/jca/ahf/Documents/docs-2014/JCA-AHF-Doc-152-Rev1.doc))

8 Incoming Liaison Statements

8.1 ITU-T Focus Group on Disaster Relief Systems, Network Resilience and Recovery

* [Document 140](http://www.itu.int/en/ITU-T/jca/ahf/Documents/docs-2014/JCA-AHF-Doc-140.zip) LS/i/r on disaster relief system requirements with accessibility consideration
* [Document 139](http://www.itu.int/en/ITU-T/jca/ahf/Documents/docs-2014/JCA-AHF-Doc-139.zip) Liaison letter to FCC on disaster relief system requirements with accessibility consideration
* [Document 138](http://www.itu.int/en/ITU-T/jca/ahf/Documents/docs-2014/JCA-AHF-Doc-138.doc) Accessible Televised Emergency Information (for information)

These LS were noted.

**8.2 ITU-T SG9**

* [Document 128](http://www.itu.int/en/ITU-T/jca/ahf/Documents/docs-2014/JCA-AHF-Doc-128.zip) LS/i/r on Inter sector Rapporteur's Group (IRG) on the topic of audiovisual quality assessment (IRG-AVQA) (reply to JCA-AHF LS 17)
* [Document 122](http://www.itu.int/en/ITU-T/jca/ahf/Documents/docs-2014/JCA-AHF-Doc-122.doc) LS/i/r on nomination of JCA-AHF representatives (reply to JCA-AHF –LS19)

It was noted that Mr. Arthur Webster Chairman of SG9 is now the representative to the JCA-AHF.

**8.3 ITU-T SG12**

[Document 121](http://www.itu.int/en/ITU-T/jca/ahf/Documents/docs-2014/JCA-AHF-Doc-121.doc) LS/i/r on nomination of JCA-AHF representatives (reply to JCA-AHF –LS19).

It was noted that Mr. Paul Barrett, a Vice Chairman and Working Party 2/12 Chairman is now the representative to the JCA-AHF

**8.4. ITU-T SG13**

[Document 129](http://www.itu.int/en/ITU-T/jca/ahf/Documents/docs-2014/JCA-AHF-Doc-129.doc) LS/i/r on JCA-AHF Coordinator (reply to JCA-AHF Doc 58)

It was noted that Mr. Leo Lehmann, SG13 Vice-chairman, continues as ITU-T Study Group 13 representative to the JCA-AHF.

**8.5 ITU-T SG16**

[Document 127](http://www.itu.int/en/ITU-T/jca/ahf/Documents/docs-2014/JCA-AHF-Doc-127.zip) LS/i on language in ISO/IEC Guide 71 [to European Disability Forum et al.] was considered under Agenda item 5.1. See above.

[Document 126](http://www.itu.int/en/ITU-T/jca/ahf/Documents/docs-2014/JCA-AHF-Doc-126.zip) LS/i on progress of draft New Recommendation H.DS-DISR “Digital signage: Requirements for disaster information services” [to ITU-T SG2, SG17, FG DR&NRR, JCA-AHF]

[Document 120](http://www.itu.int/en/ITU-T/jca/ahf/Documents/docs-2014/JCA-AHF-Doc-120.zip) LS/i on facilitating access of illiterate consumers to ICT and multimedia systems and services

These LS were noted.

**8.6 ITU-R-WP 5A**

[Document 161](http://www.itu.int/en/ITU-T/jca/ahf/Documents/docs-2014/JCA-AHF-Doc-161.doc) LS/i/r on Operation of short-range radiocommunication public access system supporting hearing aid systems

This LS is a reply LS from ITU-R WP 5A informing JCA-AHF that ITU-R WP 5A is looking into this issue.

**8.7 ITU-R WP 6C**

[Document 125](http://www.itu.int/en/ITU-T/jca/ahf/Documents/docs-2014/JCA-AHF-Doc-125.doc) LS/i/r on participation in accessibility and human factors was noted.

**8.8 ITU-R WP 6A**

[Document 124](http://www.itu.int/en/ITU-T/jca/ahf/Documents/docs-2014/JCA-AHF-Doc-124.doc) LS/i/r on participation in accessibility and human factors

It was noted that WP 6A would ask only that it be kept informed of JCA-AHF activities through Mr Brian Copsey who already participates on behalf of WP 5A.

9 Future events

**9.1 DCAD**

IGF 2014 and [Dynamic Coalition on Accessibility and Disability](http://www.itu.int/en/ITU-T/accessibility/dcad/Pages/default.aspx) (DCAD):

Update the DCAD Accessibility Guidelines for IGF

Secretariat for IGF declares they will follow the all of the DCAD guidelines in the Mag meeting last month Paris. They will work with the hosts on accessibility for the meeting in Turkey.

Joint DCAD/G3ict workshop is proposed, see

[No. 89 Multi-Stakeholder Engagement: Imperative for Accessibility](http://www.intgovforum.org/cms/wks2014/index.php/proposal/view_public/89)

**9.2 The Joint ITU/FCC and ICT M-enabling Summit in Washington DC 9th and 10th of June**

[M Enabling Summit](http://www.m-enabling.com/) - [agenda](http://www.m-enabling.com/agenda.html)

**9.3 Joint ITU and IPC IPTV Application Challenge**

[Document 149](http://www.itu.int/en/ITU-T/jca/ahf/Documents/docs-2014/JCA-AHF-Doc-149.zip) “Better Quality of Life with Global Standards: an Accessible World for All"

**9.4 Kaleidoscope 2014, 3-5 June 2014**

[Document 146](http://www.itu.int/en/ITU-T/jca/ahf/Documents/docs-2014/JCA-AHF-Doc-146.docx) “Living in a converged world – impossible without standards?”

10 Draft outgoing LSs for approval

Draft LS from JCA-AHF to TSAG 2014 was approved as in [Document 160](http://www.itu.int/en/ITU-T/jca/ahf/Documents/docs-2014/JCA-AHF-Doc-160.doc).

11 Information Documents

A list of documents prepared from previous events presentations/material was annexed to the agenda of the JCA-AHF meeting for information of the meeting participants.

12 Any other business

Beat Kleeb representative from the World federation of the Deaf reported that he checked the ITU museum on the 2nd floor to see if any action had been taken from his previous intervention during the JCA-AHF 24 September 2013 meeting regarding the fact that there were no captions on the videos rendering the Museum inaccessible for deaf people. During that intervention the representative from UAE, one of the sponsors of the museum, Nasser Al Marzouqi said that he was unaware that this was the case. He also explained that one of the conditions of the donation to the ITU for the museum was that it was to be accessible. He also said he would look into it. He did and wrote several emails to the secretariat but they have not as yet rectified the problem. The chairman said she would make a note in the report and follow up on this problem.

13 Next JCA-AHF meetings

The next JCA-AHF meeting will take place during the next SG 16 meeting - date to be decided.

Next ITU-T Study Group 2 meeting dates:

17 – 26 March 2015

3 – 12 November 2015

Next ITU-T Study Group 16 meeting dates:

9 – 20 February 2015

12 – 23 October 2015

14 Closing of the meeting

The JCA-AHF Chairman, Andrea Saks, the vice-chairman Christopher Jones and vice-chairman Floris van Nes, thanked all the participants, in the room and remotely, for having attended the meeting. The Chairman thanked the sign language interpreter, the real time captioners, all the ITU staff and the TSB JCA-AHF secretariat for the smooth running of the meeting, the work and the assistance performed. The Chairman thanked Xiaoya Yang for stepping into the breach to assist the chairman with the smooth running of the meeting as well as the remote moderator who did an excellent job of keeping track of the questions from the remote participants.

The meeting was adjourned at 17:30

**Annex: 1Annex**

**JCA-AHF draft agenda of the meeting**

([Document 118](http://www.itu.int/en/ITU-T/jca/ahf/Documents/docs-2014/JCA-AHF-Doc-118.doc))

| **#** | **Agenda item** | | **Document #** |
| --- | --- | --- | --- |
| 1 | **Opening, welcome and introduction by the Chairman** | |  |
| 2 | **Approval of the Agenda and allocation of documents** | | this document |
| 3 | **Approval of the report of last JCA-AHF meeting on 6 November 2013** | | [Doc 119](http://www.itu.int/en/ITU-T/jca/ahf/Documents/docs-2014/JCA-AHF-Doc-119.docx) |
| 4 | **Review of ITU accessibility activities** | | |
|  | Report to Council 2014 | | [Doc 156](http://www.itu.int/en/ITU-T/jca/ahf/Documents/docs-2014/JCA-AHF-Doc-156.zip) |
| ITU Accessibility Plan 2014 | | [Doc 157](http://www.itu.int/en/ITU-T/jca/ahf/Documents/docs-2014/JCA-AHF-Doc-157.zip) |
| WTDC-14 update | | [Doc 151](http://staging.itu.int/en/ITU-T/jca/ahf/Documents/docs-2014/JCA-AHF-Doc-151.docx) |
| Disability in draft WSIS+10 outcome [vision document](http://www.itu.int/wsis/review/inc/docs/phase6/v/wsis10-vision.r.3.docx) | |  |
| Captioning of ITU events and remote conferencing | |  |
| 5 | **Coordination and collaboration outside ITU** | |  |
|  | Revision of ISO/IEC Guide 71 and Joint ISO/IEC/ITU Policy Statement on Accessibility and Standardization | | [Doc 158](http://www.itu.int/en/ITU-T/jca/ahf/Documents/docs-2014/JCA-AHF-Doc-158.doc), [Doc 127](http://www.itu.int/en/ITU-T/jca/ahf/Documents/docs-2014/JCA-AHF-Doc-127.zip) |
| Draft Joint ISO/IEC/ITU Policy Statement on Accessibility and Standardization | | [Doc 159](http://www.itu.int/en/ITU-T/jca/ahf/Documents/docs-2014/JCA-AHF-Doc-159.doc) |
| 6 | **Relay Services** | |  |
|  | INSIGN – EU funded project | | [Doc 154](http://www.itu.int/en/ITU-T/jca/ahf/Documents/docs-2014/JCA-AHF-Doc-154.doc) |
| BT NGTS – launch delayed | | [Doc 155](http://www.itu.int/en/ITU-T/jca/ahf/Documents/docs-2014/JCA-AHF-Doc-155.doc) |
| 7 | **LTE use of to the 2.3-2.4 GHz band and assistive listen devices (ALD)** | | |
|  | Presentation by Brian Copsey (invited expert) | | [Doc 153](http://www.itu.int/en/ITU-T/jca/ahf/Documents/docs-2014/JCA-AHF-Doc-153.zip) |
| JCA-AHF Liaison Statement to ITU-R WP 4A, 4B, 5A and 5B, ITU-T SG 2 and 16, etc | | [Doc 162](http://www.itu.int/en/ITU-T/jca/ahf/Documents/docs-2014/JCA-AHF-Doc-162.doc) |
| OFCOM UK statement | | [Doc 152Rev1](http://www.itu.int/en/ITU-T/jca/ahf/Documents/docs-2014/JCA-AHF-Doc-152-Rev1.doc) |
| 8 | **Incoming Liaison Statements** | | |
|  | From | Subject |  |
| ITU-T Focus Group on Disaster Relief Systems, Network Resilience and Recovery | LS/i/r on disaster relief system requirements with accessibility consideration | [Doc 140](http://www.itu.int/en/ITU-T/jca/ahf/Documents/docs-2014/JCA-AHF-Doc-140.zip) |
| Liaison letter to FCC on disaster relief system requirements with accessibility consideration | [Doc 139](http://www.itu.int/en/ITU-T/jca/ahf/Documents/docs-2014/JCA-AHF-Doc-139.zip) |
| Accessible Televised Emergency Information (for information) | [Doc 138](http://www.itu.int/en/ITU-T/jca/ahf/Documents/docs-2014/JCA-AHF-Doc-138.doc) |
| ITU-T SG9 | LS/i/r on Inter sector Rapporteur's Group (IRG) on the topic of audiovisual quality assessment (IRG-AVQA) (reply to JCA-AHF LS 17) | [Doc 128](http://www.itu.int/en/ITU-T/jca/ahf/Documents/docs-2014/JCA-AHF-Doc-128.zip) |
| LS/i/r on nomination of JCA-AHF representatives (reply to JCA-AHF –LS19) | [Doc 122](http://www.itu.int/en/ITU-T/jca/ahf/Documents/docs-2014/JCA-AHF-Doc-122.doc) |
| ITU-T SG12 | LS/i/r on nomination of JCA-AHF representatives (reply to JCA-AHF –LS19) | [Doc 121](http://www.itu.int/en/ITU-T/jca/ahf/Documents/docs-2014/JCA-AHF-Doc-121.doc) |
| ITU-T SG13 | LS/i/r on JCA-AHF Coordinator (reply to JCA-AHF Doc 58) | [Doc 129](http://www.itu.int/en/ITU-T/jca/ahf/Documents/docs-2014/JCA-AHF-Doc-129.doc) |
| ITU-T SG16 | LS/i on language in ISO/IEC Guide 71 [to European Disability Forum et al.] | [Doc 127](http://www.itu.int/en/ITU-T/jca/ahf/Documents/docs-2014/JCA-AHF-Doc-127.zip) |
| LS/i on progress of draft New Recommendation H.DS-DISR “Digital signage: Requirements for disaster information services” [to ITU-T SG2, SG17, FG DR&NRR, JCA-AHF] | [Doc 126](http://www.itu.int/en/ITU-T/jca/ahf/Documents/docs-2014/JCA-AHF-Doc-126.zip) |
| LS/i on facilitating access of illiterate consumers to ICT and multimedia systems and services | [Doc 120](http://www.itu.int/en/ITU-T/jca/ahf/Documents/docs-2014/JCA-AHF-Doc-120.zip) |
| ITU-R WP 5A | LS/i/r on Operation of short-range radio communication public access system supporting hearing aid systems | [Doc 161](http://www.itu.int/en/ITU-T/jca/ahf/Documents/docs-2014/JCA-AHF-Doc-161.doc) |
| ITU-R WP 6C | LS/i/r on participation in accessibility and human factors | [Doc 125](http://www.itu.int/en/ITU-T/jca/ahf/Documents/docs-2014/JCA-AHF-Doc-125.doc) |
| ITU-R WP 6A | LS/i/r on participation in accessibility and human factors | [Doc 124](http://www.itu.int/en/ITU-T/jca/ahf/Documents/docs-2014/JCA-AHF-Doc-124.doc) |
| 9 | **Future events** | |  |
|  | IGF 2014 and [Dynamic Coalition on Accessibility and Disability](http://www.itu.int/en/ITU-T/accessibility/dcad/Pages/default.aspx) (DCAD):   * Update the DCAD Accessibility Guidelines for IGF * Joint DCAD/G3ict workshop proposal:   [No. 89 Multi-Stakeholder Engagement: Imperative for Accessibility](http://www.intgovforum.org/cms/wks2014/index.php/proposal/view_public/89) | |  |
|  | [M Enabling Summit](http://www.m-enabling.com/) - [agenda](http://www.m-enabling.com/agenda.html) | |  |
| Joint ITU and IPC IPTV Application Challenge   "Better Quality of Life with Global Standards: an Accessible World for All" | | [Doc 149](http://www.itu.int/en/ITU-T/jca/ahf/Documents/docs-2014/JCA-AHF-Doc-149.zip) |
| Kaleidoscope 2014 “Living in a converged world – impossible without standards?” | | [Doc 146](http://www.itu.int/en/ITU-T/jca/ahf/Documents/docs-2014/JCA-AHF-Doc-146.docx) |
| Other events | |  |
| 10 | **Draft outgoing LSs for approval** | |  |
|  | Draft LS to TSAG 2014 | |  |
| 11 | **Information Documents** | | See Annex |
| 12 | **Any other business** | |  |
| 13 | **Next JCA-AHF meetings[[1]](#footnote-1)** | |  |
| 14 | **Closing of the meeting** | |  |

1. Next ITU-T Study Group 2 meeting dates:

   * 17 – 26 March 2015
   * 3 – 12 November 2015

   Next ITU-T Study Group 16 meeting dates:

   * 9 – 20 February 2015
   * 12 - 23 October 2015

   [↑](#footnote-ref-1)