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| INTERNATIONAL TELECOMMUNICATION UNION | **Collaboration on Intelligent Transport Systems Communication Standards** |
| **TELECOMMUNICATIONSTANDARDIZATION SECTOR**STUDY PERIOD 2009-2012 | **ITS-DOC-6** |
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| **Source:** | ITU |
| **Title:** | Draft working procedures |

**Collaboration on ITS Communication Standards[[1]](#footnote-1)**

**Draft working procedures (v 15 June 2012)**

*These procedures describe how SDOs participating in the Collaboration can have their relevant ITS standards converged, harmonized and incorporated into ITU Recommendations.*

The intent of the Collaboration is to provide a globally recognized forum for the creation of an internationally accepted, globally harmonized set of ITS communication standards of the highest quality in the most expeditious manner possible to enable the rapid deployment of fully interoperable ITS communication-related products and services in the global marketplace.

1. **Identification of candidate ITS communication standards**

Based on the results of Collaboration work item 1 (communication requirements of high-priority ITS applications) and work item 2 (gap analysis and quality assessment of current ITS communication standards), the Collaboration identifies ITS communication standards (regardless of their SDO source) relevant for adoption as ITU Recommendations.

SDOs interested in having their ITS communication standards considered for adoption as ITU Recommendations in the Collaboration context are encouraged to actively participate to the Collaboration Management.

The Collaboration Management will determine by consensus which ITS communication standards meet the intent of the Collaboration for submission for adoption as ITU Recommendation (candidate standard).

The Collaboration identifies the corresponding [ITU-T](http://www.itu.int/ITU-T/studygroups) / [ITU-R](http://www.itu.int/ITU-R/index.asp?category=study-groups&rlink=rsg&lang=en) Study Group or Working Party and prepares a statement describing the role of the candidate standard in the context of the Collaboration scope.

1. **Input to ITU Study Groups or their relevant Working Parties**

An ITU-T / ITU-R [member](http://www.itu.int/en/membership/Pages/sector-membersold.aspx) submits a Contribution[[2]](#footnote-2) to the following meeting of the identified ITU‑T / ITU‑R Study Group or their relevant Working Parties. The Contribution should include the full text of the candidate standard as well as a proposal to the respective Study Group or Working Party that the candidate standard be adopted as an ITU-T / ITU-R Recommendation. The Contribution should also include the statement as developed by the Collaboration.

1. *Input to ITU-T*

Candidate standards published by ISO, IEC and organizations that are [recognized by ITU-T according to Recommendation ITU-T A.5](http://www.itu.int/net/ITU-T/lists/qualified.aspx) will be considered for approval as ITU-T Recommendation. Preference is given to adoption by reference. If, instead of referencing, the Study Group decides to incorporate the text of another organization into the text of a Recommendation, then permission of that organization must be obtained unless ITU-T has special arrangements with that organization (e.g., the ETSI-ITU MoU). ITU-T identifies the source of this material in order to facilitate maintenance.

In all other cases (i.e. candidate standards published by organizations that are not recognized by ITU-T according to Recommendation ITU-T A.5), the source SDO has to apply for A.5 recognition (to allow incorporation by referencing), or submit a letter to the Director of the ITU Telecommunication Standardization Bureau granting the permission to adopt the candidate standard as ITU-T Recommendation (for transposition as an ITU-T standard).

1. *Input to ITU-R*

Candidate standards published by organizations that are recognized by ITU-R will be considered for approval as ITU-R Recommendation. For full-text publication (transposition) as an ITU-R standard, the source SDO must comply with the relevant provisions of [ITU-R Resolution 9-4 (2012)](http://www.itu.int/pub/R-RES-R.9-4-2012).

1. **Adoption or rejection of candidate standards**

The Study Group decides

1. To adopt the whole candidate standard as an ITU Recommendation,
	1. By referencing;
	2. By full-text transposition; or
	3. By inclusion into a new or revised ITU-T or ITU-R Recommendation;
2. To adopt parts of the candidate standard,
	1. By referencing;
	2. By incorporation of the texts as a new, stand-alone ITU-T or ITU-R Recommendation; or
	3. By inclusion into a new or revised ITU-T or ITU-R Recommendation;
3. To decline the request for adoption of the candidate standard.
4. **Approval**
5. *Approval in ITU-T*

The ITU-T Study Group initiates the [Alternative Approval Process](http://www.itu.int/en/ITU-T/aap/Pages/default.aspx) (AAP), an ITU-T approval procedure for technical standards, or alternatively, the Traditional Approval Process (TAP), when there are regulatory or policy implications.[[3]](#footnote-3)

1. *Approval in ITU-R*

Following adoption by the ITU-R Study Group, approval by the Member States, either by consultation between Radiocommunication Assemblies or at a Radiocommunication Assembly is required, according to [ITU-R Resolution 1-6 (2012)](http://www.itu.int/pub/R-RES-R.1-6-2012).

1. See <http://itu.int/en/ITU-T/extcoop/cits/> [↑](#footnote-ref-1)
2. A Contribution is a written proposal formally submitted to an ITU-T or ITU-R meeting, e.g., containing technical proposals. [↑](#footnote-ref-2)
3. AAP approval time averages 9.5 weeks while TAP approval time averages 9 months. [↑](#footnote-ref-3)