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| INTERNATIONAL TELECOMMUNICATION UNION | | **Joint Coordination Activity   On Accessibility and Human Factors** |
| **TELECOMMUNICATION STANDARDIZATION SECTOR**  STUDY PERIOD 2013-2016 | | **Doc 199** |
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| **Source:** | Chairman JCA-AHF | |
| **Title:** | Draft meeting report of Joint Coordination Activity on Accessibility and Human Factors (JCA-AHF), Geneva, 18 February 2015 | |

1. Opening of the meeting

The JCA-AHF meeting was held on 18 February 2015 during ITU-T SG16 meeting (09 February – 20 February 2015) and chaired by the JCA-AHF Chairman Andrea Saks (USA), vice-chairman Christopher Jones (UK). Vice-chairman Mr Floris van Nes (The Netherlands) attended remotely.

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 attending with two British Sign Language (BSL) interpreters. Christopher signed to the interpreters who then spoke for him by translating his signs into voiced speech. Beat Kleeb is deaf too and the representative of the World Federation of the Deaf (WFD) also attended and had the interpreters voiced over his speech so that his comments could be understood. His normal sign language is not BSL but his contribution to keeping JCA-AHF budget low was to use BSL if the interpreters are experienced. This is a special technique and not all sing language interpreters are trained in this form of interpretation. Both men and others with hearing difficulties and those without or those who may not have English as first language used the captioning to follow the meetings as did the remote participants

There were 25 participants in the room and 5 remote participants a total of 30 participants to this meeting. For remote participants, the remote moderator would indicate the requests to speak by raising his hand so as to be recognized by the Chairman. The Chairman explained these procedures to the meeting.

2 Agenda and allocation of documents

The Chairman introduced the draft agenda and document allocation reproduced as contained in Document 165Rev.1.

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 196.

3 Approval of the last JCA-AHF meeting report

The “JCA-AHF 30 May 2014 meeting report” (Document 164) was approved.

4 Review of ITU accessibility activities

**4.1 Report** **on the JCA-AHF management meeting in Oxford UK (Jan 5th 2015)**

The chairman gave an oral report of the management meeting. The meeting was chaired by the Chairman of the JCA-AHF and hosted by special expert and guest Brian Copsey in his company conference room with full wireless.Thanks were given. Captioning and sign langaue intperepertaion was provided by the TSB along with travel arrangements for both the sign language interperters and Vice Chair Christopher Jones. Special expert on persons with sight impairments Gerry Ellis attended and Vice Chairman Floris Van Nes attended remotely, as well as one special expert from the University of Barcelona Ms. Pilar Oreo, editor of three docuements for Q.26/16. The agenda and the captioning record of this management meeting on 5 Jan were published as Document 197 and 198 after this JCA-AHF meeting.

**4.2 ITU Presentation on accessibility related to to PP14 resolutions** (Document 166)

Jose Maria Batanero, Secretariat for the ITU Accessibility Task Force, reported on [ITU Plenipotentiary Conference](http://www.itu.int/en/plenipotentiary) 2014 in Busan and the making the ITU more accessibility as per instructs in PP-14 Resolutions 175 and 144 (requirements to host country).

**4.3 ITU Accessibility End of Year report 2014 (**Document 167)

Mr Batanero presented the document on the update of the progress over the past year of implementing accessibility for persons with disabilities in the ITU standardization process, and inclusion of persons with and HR policices reporting onother accessibility activities within the ITU and a consolidated plan of the activities to be implemented by ITU during 2015 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.

Mr Batanero asked what the JCA-AHF members could do to help or give ideas. The chairman opened the floor to members and attendees and a discussion lasting 30 minutes ensued. One of the points mentioned was that the ITU museum was still inaccessible to deaf persons and though this had been brought up many times nothing had been done. The end of the discussion culminated with an agreement from the Mr. Batanero to work more closely with JCA-AHF.

* 1. **BDT accessibility report 2014 (**Document 168)

Ms Roxanna Widmer-Iliescu of ITU-BDT gave an overview of the highlights from the BDT pertaining to persons with disabilities since the previous meeting The first meeting of ITU-D [Study Group 1 Question 7 ”Access to telecommunication/ICT services by persons with disabilities and with specific needs”](http://www.itu.int/net4/ITU-D/CDS/sg/rgqlist.asp?lg=1&sp=2014&rgq=D14-SG01-RGQ07.1&stg=1) was held on 17th September 2014. The most importment accomplishment was the joint ITU-G3ict [Model ICT Accessibility policy report](http://www.itu.int/en/ITU-D/Digital-Inclusion/Persons-with-Disabilities/Documents/ICT%20Accessibility%20Policy%20Report.pdf) was launched during the Accessible Americas event last November. The Report is designed as a tool for national policy-makers and regulators to create their own ICT accessibility policy frameworks. [Study Group 1 Rapporteurs Group meeting](http://www.itu.int/net4/ITU-D/CDS/sg/blkmeetings.asp?lg=1&sp=2014&blk=14210) on Question 7 will be held on 13th April 2015. The Meeting will also provide capacity building training to the Members on topics covered by the [Model ICT Accessibility policy report](http://www.itu.int/en/ITU-D/Digital-Inclusion/Persons-with-Disabilities/Documents/ICT%20Accessibility%20Policy%20Report.pdf).

**4.5 TSB accessibility report 2014** (Document 169)

Ms Xiaoya Yang of the ITU- TSB gave the TSB Report on 2014 Major Activities on ICT Accessibility for Persons with Disabilites. Some of the highlights are that ITU-TSB staff actively participated in the 11th session of the Committee of the Convention on the Rights of Persons with Disabilities (CRPD), which was held from 31 March to 11 April at the Palais Wilson, esp. in a private interactive dialogue with the Working Group on the draft General Comments on Article 9. An IEC/ISO/ITU [Joint Policy Statement on Standardization and accessibility](http://accessibility.worldstandardscooperation.org/IEC_ISO_ITU_Joint%20Policy%20Statement%20on%20Standardization%20and%20Accessibility_Final%20version.pdf) was developed and published in the World Standards Cooperation (WSC) website in December 2014. ITU-T contributed, within the framework of World Standards Consortium (WSC), through the mobilization of experts to the revision of ISO/IEC guide 71 [“Guidelines for addressing accessibility in standards”](http://www.iso.org/iso/iso_catalogue/catalogue_ics/catalogue_detail_ics.htm?csnumber=57385). Also mentioned was the TSB sponsored DCAD marked its presence at the 9th Internet Governance Forum (IGF) 2014 in Istanbul, Turkeyas the revised DCAD Accessibility Guidelines was accepted as an output document of IGF 2014 and a part of the Chairman’s final report.

**4.5 Accessibilty Center in Busan at the Bexico Exhition Center during Plenipotentiary 2014 Conference**

The chairman Andrea Saks described the accessibility of the BexicoCenter during the Plenipotentiary Conference and that it was one of ,most accessible meetings ever held in terms of signage, amenites and captioning with many screens available for easy viewing.However the most impressive thing was that the Korean hosts had organized an exhibition on accessibility and assistive technologies ro include state of the art devices that helped with access to ICTs for persons with visual, mobile and hearing and speech impairments including a relay serice for perons who are deaf. Korea is one of the few countries in that actually have a fully functioning real time realys service.What was really wonderful was there were persons with diasabilites there as well to explain what was going on. It was a very successful exhibition.

**4.6 Briefing on Accessibility realted ITU Council Working Groups**

The chairman explained that during the Council Working Groups accessibility was recognized and included in the Group on Child online Protection (COP), WSIS Forum 2015 and the new ITU building and the ITU 150 Anniversary. For COP the Council Resolution 1316 was changed to include children with disabilites. For WSIS the plenaries were to be captioned but there was still a bit of problem of not captioning the accessibility events due to the funding not being allocated to those events.The ITU working group on the plans for the new ITU building were taking accessibility totally into consideration and this greatly influenced the possible plans. For the ITU 150 Years Aniversary it was decided that the online historical timeline would include the history of accessibility advancements at the ITU.

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**

Gerry Ellis, the ITU JCA-AHF representative to JTAG - the ISO committee on the revision of Guide 71, gave a report regarding the current status of the revision. The revised Guide 71 has now been completed. ITU has coordinated with ISO and IEC to simultaneously publish the new revised Guide 71 as an ITU-T publication. The revised Guide 71 will be adopted by ITU-T and published as Supplement 17 to ITU-T H-series Recommendations.

Gerry Ellis is taking on the responsibility of checking the accessibility of this document for screen readers so that it would be accessible to those with visual impairments online.

**5.2 AAL (Active Assisted Living) Standardization in IEC (**Document 171)

Dr Kate Grant, Technical Area Manager of IEC TC100 TA16, presented a PowerPoint on AAL Standardisation. In Seattle in May 2014 TC100 had a workshop with international attendance to address aspects of AAL. It dealt with subjects like Independent Living, Health Monitoring, problems of accessing television and many other chanlleges of older persons and persons wth disabilites and their repsective needs.

Dr. Grant suggested that a working link be created from the JCA-AHF to TC100 regarding this subject. She also mentioned that JTC1 SWGA has closed down and that IEC/TC100 had taken on many of the repsonsiblities of JTC1 SWGA but not all. Another liaison was suggested to say that the JCA-AHF would be happy to work together on some of these issues which were not covered of passed on. It was agreed that these two liasions should be sent, see Document 200 and 201.

**5.3 World Federation of the Deaf (WFD)** (Document 172, 173, 174)

Beat Kleeb, the reperestative from the WFD to the JCA-AHF, gave a presentation from the WFD on the needs of deaf people on global basis and speicifically discussed sign language, deaf and deaf blind education, deaf teachers and deaf intepreration of chdilrens books and remote captioning in the class room.

He also presented a working documents on the Adoption and Adaptation of Tecnologies and Accessiblity prepared by the WFD Exert Group on Accessiblity Technology, 24 November (Document 173) and it spells out exactly what is needed by the deaf community regarding technology and standradization including User needs. It would be extremely helpful if this document is taken into account before proceeding to design anything or create standards as it includes the need of global interoprablity.

The third presentation (Document 174) speicically dealt with the need for securing and utilizing the services of sign language inteprerters for the United Nations and all of their orgnizations.

**5.4 Third Party Captions, Copyright, and WIPO** (Document 194)

Unfortunately there was not enough time to present this properly but the issue is not dissimilar to the issue for the blind and talking books and Kindle issue that plagued persons with visual impairments until the decision in Morocco reached an agreement. The documents is well worth reading to protect the rights of persons who are profoundly deaf who can’t get information in any other way other than visually. The white paper was prepared by G3ict (The Global Initative on for inclusive ICTS. Mr. Beat Kleeb was appointed by G3ict at an earlier date to represent them and the deaf community at WIPO meetings.

**5.5 DCAD and IGF**

The chairman and also the coordinator of DCAD ( Dynamic Coalition on Acessbility and Disability) briefly mentioned that the the DCAD Accessibility guidelines that were accepted as the first output document for IGF 2014 was also taken into account by SG16/Q26 for their own document on accessible meetings and remote particaption that are under study. It was also mentioned that the DCAD captioned conference calls would begin shortly to plan for the workshop for the next 10th IGF meeting 2015.

6 Proposal to nominate a new JCA-AHF Vice Chairman

Current Vice Chairman Christopher Jones nominated Gerry Ellis to become the third Vice Chairman of the JCA-AHF. The nomination was seconded by Brian Copsey and accepted by the JCA-AHF.

7 Other Presentations

7.1 Demonstration on Remote Participation by ITU-IS (Information Services)

Edmond Tam, Head of Conference Technology Support Divison, gave a complete demonstration of remote participation and specifically on how Adobe connect works: How the captionin pod was built into the tool and also gave many the pro and cons of how the conference tool worked with remote moderators. He also explained from his point of view what needed to be changed or adapted in the future, The Chairman opened up the floor for questions and discussion and many of the participants gave their problems with the tools and what was accessible and not accessible and suggestions to improve the stuaion. Some the suggestions are down to the designers of the tools and not just Adobe connect. The benefit of remote particaption to Perons with diabilites is invaluable when resources for fellowships are not available or travel is not paossible for other reasons.

Serveral ITU staff members from General Secretariat and three bureaux came particularly for this demonstration at the notice of the ITU Accessibility Task Force.

7.2 Overview of the work on accessible Broadcasting (Document 195)

Pilar Orero of the Universitat Autònoma de Barcelona gave a presentation on Hybrid Broadcast Broadband for All, a European project, co-funded by the European Commission under the [Competitiveness and Innovation Framework Program](http://ec.europa.eu/cip/) [(CIP)](http://ec.europa.eu/cip/) and by 12 partners from several complementary fields: universities, TV channels/broadcasters, research institutes, and SMEs; all are experts in the field of media accessibility and the multi-device  environment. The project started in December 2013 and runs for 36 months.

**8 Update by Brian Copsey (invited expert) on LTE use of to the 2.3-2.4 GHz band and assistive listen devices (ALD)** (Document 188, 189, 190, 191, 192 and 193)

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 to various outside groups including CEPT WGFM regarding the problems re spectrum and hearing aids and also to three working parties in ITU-R but without much response. See meeting report of JCA-AHF 30 May 2014” (Document 164).

The update documents are as follows:

(Document 188) Update on testing between ALD and 2.3-2.4 GHz mobile phone systems

(Document 189) Brief Overview of 2.3-2.38Mhz to ALD Testing carried out at Baldock, 17-20 November

(Document 190) ALD compatibility testing against 2.3GHz LTE, TDD signals at UK Ofcom Baldock June 2014; SUMMARY OF RESULTS

(Document 191) Bluetooth Performance with 2.3 GHz LTE Interference Report - Issue 5

Mr Copsey also presented Document 192 titled **Questions for JCA-AHF**

1. Should the general public be informed of the interference potential if they have medical or hearing devices and if so how?
2. How should such important devices to a large percentage of the population be “protected” from such interference?
3. Should non 2.3-2.4HGz enabled phones be available?

The outcome of the discussion is that it needs to be properly address in ITU-R and hopefully it will be discussed at the WRC this year so that eventually spectrums will be protected for accessibility ALD and SRD devices as well as medical devices affected by spectrum.

9 Incoming Liaison Statements

9.1 Brian Copsey also presented incoming liasons that relating to spectrum management

* (Documents 185 LS/i on Draft revision of Recommendation ITU-R M.1076 Reference to Documents 1/7, 1/8 [from ITU-D SG1]
* (Documents 186) LS/i on Assistive Listening Devices (ALD) and the allocation of Mobile Phone Services in the 2.3-2.4 GHz band Reference to Documents 1/18, 2/22 [from ITU-D SG1 and ITU-D SG2]
* (Document 187) LS/i/r on Assistive Listening Devices (ALD) and the allocation of Mobile Phone Services in the 2.3-2.4 GHz band (reply to JCA-AHF–LS31R1) [from ITU-T SG5]

9.2 Other incoming liaisons

Ms. Xiaoya Yang, secretary of JCA-AHF, briefly summarized the rest of incoming liaison from ITU-T SGs which were not covered before under relevant subjects.

10 Future events

JCA-AHF Chairman drew the attention and encouraged participation to the following future events:

* G3ict [M-Enabling Summit](http://www.m-enabling.com/conreg.html) 1-2 June 2015 Washington DC USA
* FCC meeting 3 June 2015 Washington DC USA
* [10th IGF 2015](http://www.intgovforum.org/cms/wks2014/index.php/proposal/view_public/89), João Pessoa, Brazil, on **10-13 November 2015**
* Joint ITU and IPC [IPTV Application Challenge “Better Quality of Life with Global Standards: an Accessible World for All”](http://www.itu.int/en/ITU-T/challenges/iptv/201406/Pages/default.aspx)

11 Draft outgoing LSs for approval

The meeting agreed to approve draft LS to IEC TC100 TA16 and IEC Systems Committee on AAL (see Document 200 and 201) after the meeting via correspondence in the JCA-AHF mailing list.

12 Future of JCA-AHF

The problems re the budget and the lack of resourses was discussed along with the problems of not enough time to cover everything. The fact a JCA-AHF meeting during SG2 meeting was cancelled due to a lack of resouces was a bit disconcerting to the group. One can’t have an accessibility meeting without accessibility support. The other problem discussed was that there was not enough time to cover everything that needed to be addressed and the possibility of being moved to SG16 would make the problem worse re time. A discussion needs to take place with the SG2 management team and Q4/2.

12 Any other business

Beat Kleeb, representative from the World federation of the Deaf, reported that he checked the ITU museum again on the 2nd floor to see if any action had been taken from his previous intervention during the JCA-AHF meetings (24 September 2013 and 30 May 2014) regarding the fact that there were no captions on the videos rendering the Museum inaccessible for deaf people. He 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. This was also mentioned to the secretatiat of the ITU Accessiblity Task Force.

13 Next JCA-AHF meetings

The next JCA-AHF meeting will take place during the next IPTV-GSI meeting so that it is co-located with Q26/16 on 17 June 2015 for a full day.

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 interpreters, the real time captioners and the all of the staff from the ITU- IS department for the demonstration of the remote particaption and all of ITU staff and the TSB staff for its help, the JCA-AHF secretary Xiaoay Yang for 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 and the smooth running of the remote participation.

The meeting was adjourned at 17:30.