INTERNATIONAL TELECOMMUNICATION UNION

TELECOMMUNICATION STANDARDIZATION SECTOR

STUDY PERIOD 2022-2024

SG16-TD4-R4/PLEN

STUDY GROUP 16

Original: English

Question(s):	ALL/16	Geneva, 17-28 October 2022

TD

Source:	TSB	
Title:	Time plan for the ITU-T SG 16 meeting (Geneva, 17-28 October 2022)	
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Abstract: This document contains the time plan for the SG16 meeting in Geneva, 17-28 October 2022. Revisions will be issued during the meeting as needed.

Please always use the latest revision of this document. (This update: 2022-10-21 @ 19:10)

Considering the time zones of the various SG16 participants, the following session structure is proposed for the Virtual Meeting of SG16:

– *Session 0: 0830 – 0930 hours (Geneva time) – Early hours [ad hoc group use]*

– Session 1: 0930 – 1045 hours (Geneva time)

– Session 2: 1115 – 1230 hours (Geneva time)

– *Lunch break: 1230 – 1430 hours (Geneva time)*

– Session 3: 1430 – 1545 hours (Geneva time)

– Session 4: 1615 – 1730 hours (Geneva time)

– *Session 5: 1800 – 2000 hours (Geneva time) – After-hours [ad hoc group use]*

The following illustrates time difference across a sample of time zones for Mon 17 October 2022, Geneva: https://www.timeanddate.com/worldclock/meetingtime.html?day=17&month=10&year=2022&p1=224&p2=263&p3=45&p4=87&p5=166&p6=33&p7=248&iv=0

Guidance on meetings

– This is a **physical meeting with remote participation**. While participation in consensus-building will try to be as inclusive as possible, ultimately decisions are made by those physically present in the meeting room.

– As indicated in COL1/16, Remote participation will **not** be organized systematically for all sessions. **Requests** for remote participation must be received as soon as possible, but normally no later than **72 hours (3 days) ahead** of the planned session.

– Registration for ITU-T SG16 meeting is mandatory at https://www.itu.int/go/tsg16/reg. You will **not be able to join** if not registered *AND* approved by your organization's focal point for registration.

– In order to assist with effective remote participation, all sessions are expected to end on time. Rapporteurs are invited to finish their Question meetings on time to allow delegates to properly break and prepare for next session. Delegates joining remotely can join a session 30 minutes before its start, to ensure their working setup is properly configured.

General notes:

– Captioning will be provided for the **SG16 and WP opening and closing plenaries**:

SG16 plenaries	https://www.streamtext.net/player?event=TSG16&start=0
WP1/16 plenaries	https://www.streamtext.net/text.aspx?event=TSG16WP1&start=0
WP2/16 plenaries	https://www.streamtext.net/text.aspx?event=TSG16WP2&start=0
WP3/16 plenaries	https://www.streamtext.net/text.aspx?event=TSG16WP3&start=0

– Captioning will also be provided for Safe Listening and Accessibility sessions with the following URL: https://www.streamtext.net/player?event=TSG16&start=0.

– Joint video work with MPEG:

  o **JVET** (aka ISO/IEC JTC1/SC 29/WG 5) will meet in Mainz, Germany, 20-28 October 2022 (including weekend sessions).

  o See https://itu.int/go/jvet and respective mailing list announcements for final details

– **JPEG** of ISO/IEC JTC1/SC 29 [WG 1] will meet online, 24-28 October 2022.

– **MPEG** of ISO/IEC JTC1/SC 29 [AGs 2, 3, 5 and WGs 2 to 8] will meet in Mainz, Germany, and online 24-28 October 2022 (with ad hoc group meetings in the preceding week and weekend). WGs 2 and 4 will meet online only, and the other MPEG groups will meet in Mainz with online access available.

– Remote sessions will be organized with ITU **MyMeetings**, **except** for the following sessions that will use **Zoom**:

  o Joint ITU and ISO/IEC work (JVET & possible joint SC29 & SG16 sub-group sessions).

  o Accessibility work (Q26/16 / Joint Q26/16 & JCA-AHF).

– Intermediate Working Party plenaries *may* be organized on Friday 21 October to wrap-up work of Questions that completed their sessions during the first week of the meeting. This would be announced in due time via the applicable SG16 mailing lists.

– Rooms initially available for SG16 at this meeting

  o Week 1: 4 large, 4 medium rooms (H1, H2, K1, K2; L1, L2, G1, G2) → 8 rooms

  o Week 2: 2 large, 2 medium, 3 small rooms (C1, C2; G1, G2; T101, T103, F) → 7 rooms

– No JCA-MMeS meeting will be held on this occasion.

Draft Timetable of SG16 meeting (Geneva, 17-28 October 2022) – FIRST WEEK

	Mon 0	Mon 1	Mon 2	Mon 🍽	Mon 3	Mon 4	Mon 5	Tue 0	Tue 1	Tue 2	Tue 🍽	Tue 3	Tue 4	Tue 5	Wed 0	Wed 1	Wed 2	Wed 🍽	Wed 3	Wed 4	Wed 5	Thu 0	Thu 1	Thu 2	Thu 🍽	Thu 3	Thu 4	Thu 5	Fri 0	Fri 1	Fri 2	Fri 🍽	Fri 3	Fri 4	Fri 5	Sat
Management																																				
SG16 Plen (6a)		R	R																																	
Workshop on Metaverse (7)												R	R																							
Leadership training																		R																		
CG-Metaverse									R														R	R												
AHG New Question																				R																
Q1/16 (1)																			R																	
WP1/16 Plen (6b)					R																															
Q11/16												R																								
Q13/16																	R		R							R	R						R	R		
Q21/16									R	R		R				R	R		R				R	R		R				R	R		R			
Q22/16									R	R																				R	R					
Q27/16																			R	R			R	R						R	R					
WP2/16 Plen (6c)					R																															
Q23/16																R	R													R	R					
Q24/16																R	R		R				R	R												
Q26/16																																				
IRG-AVA																																				
Q28/16									R	R						RC	RC		RC	RC						R	R									
WP3/16 Plen (6d)					R																															
Q5/16									R	R		R	R			R	R		R	R			R	R						R	R		R			
Q6/16																																				
JVET (4) in Mainz/Online																						R	R	R		R	R		R	R	R		R	R		R
Q8/16									R	R						R	R									R	R									
Q12/16																R	R						R	R												
Total sessions per slot		1	1		3				6	5		5	3			7	8	1	7	4		1	7	7		5	4		1	6	6		4	2		1

Sessions times: 0 – 0830-0930; 1 – 0930-1045; 2 – 1115-1230; Lunch (🍽) – 1230-1430; 3 – 1430-1545; 4 – 1615-1745; 5 – 1800-2000 (slot evening)

Key: J – Joint session   R – Remote participation;   C – Captioning;   [] – If needed;   § Evening event/networking event   W- Mini workshop

NOTES	
1	Question 1/16, which is allocated to the Plenary, will have sessions as needed during the meeting.
2	Intermediate Working Party plenaries may be organized on Friday afternoon to wrap-up work of Questions that completed their sessions during the first week of the meeting. This would be announced in due time via the applicable SG16 mailing lists.
3	Q28/16 on 19 Oct. is dedicated to Safe Listening. Captioning can be accessed via https://www.streamtext.net/player?event=TSG16&start=0.
4	The planned dates for the Joint Video Experts Team (JVET) meeting are 20-28 October 2022 but it will be held exceptionally not in the same place as SG16, but in Mainz, Germany. See https://www.itu.int/go/jvet for final details.
5	The leadership training session will be held on Wed 19 Oct during lunch break
6	a) Captioning will be provided and accessed via https://www.streamtext.net/player?event=TSG16&start=0 b) Captioning will be provided and accessed via https://www.streamtext.net/player?event=TSG16WP1&start=0 c) Captioning will be provided and accessed via https://www.streamtext.net/player?event=TSG16WP2&start=0 d) Captioning will be provided and accessed via https://www.streamtext.net/player?event=TSG16WP3&start=0
7	The workshop will take place from 13:30 to 17:30, four hours (Geneva time).
8	Maximum number of rooms in this week is 8: 4 large, 4 medium rooms (H1, H2, K1, K2; L1, L2, G1, G2).

Draft Timetable of SG16 meeting (Geneva, 17-28 October 2022) – <mark>SECOND WEEK</mark>

NOTE 6	Sun 23	Mon 0	Mon 1	Mon 2	Mon L	Mon 3	Mon 4	Mon 5	Tue 0	Tue 1	Tue 2	Tue L	Tue 3	Tue 4	Tue 5	Wed 0	Wed 1	Wed 2	Wed L	Wed 3	Wed 4	Wed 5	Thu 0	Thu 1	Thu 2	Thu L	Thu 3	Thu 4	Thu 5	Fri 0	Fri 1	Fri 2	Fri L	Fri 3	Fri 4	Fri 5
Management																																				
SG16 Plen (3a)																															RC	RC		RC	RC	
CG-Metaverse										R	R																									
AHG New Question													R																							
Q1/16 (1)													R																							
WP1/16 Plen (3b)																								RC	RC		RC	RC								
Q11/16																																				
Q13/16						R	R																													
Q21/16			R	R						R	R						[R]	[R]																		
Q22/16			R	R						R	R						R	[R]																		
Q27/16						[R]	[R]																													
WP2/16 Plen (3c)																								RC	RC		RC	RC								
Q23/16																	[R]	[R]																		
Q24/16																																				
Q26/16 (C)						RC	RC		RC	RC							J	J																		
JCA-AHF (C)																	RC	RC		RC	RC															
IRG-AVA (C)													RC	RC																						
Q28/16																																				
WP3/16 Plen (3d)																								RC	RC		RC	RC								
Q5/16			R	R		R				R	R						[R]	[R]																		
Q6/16						R				J(5)							R																			
JPEG (4)						R	R	R					R	R	R					R	R	R					R	R	R					R	R	R
MPEG and JVET (5)	R		R	R		R	R			R	J		R	R			R	R		R	R			R	R		R	R			R	R		R	R	R
Q8/16										R	R																									
Q12/16			R	R		[R]	[R]			[R]	[R]																									
Total Session per slot	*1*	*5*	*5*			*~~5~~7*	*~~6~~7*	*1*	*~~9~~8*	*9*			*5*	*3*	*1*	*~~7~~6*	*~~7~~6*			*4*	*3*	*1*	*4*	*4*			*5*	*5*	*1*	*2*	*2*			*3*	*3*	*2*

Sessions times:	0 – 0830-0930; 1 – 0930-1045; 2 – 1115-1230; Lunch (🍴) – 1230-1430; 3 – 1430-1545; 4 – 1615-1745; 5 – 1800-2000 (slot evening)
Key:	J – Joint session R – Remote participation; C – Captioning; [] – If needed; § Evening event/networking event W- Mini workshop

NOTES	
1	Zoom will be used, link accessible from MyMeetings the dashboard. Captioning can be accessed via https://www.streamtext.net/player?event=TSG16&start=0 . Zoom link here.
2	Zoom will be used; connection link from https://remote.itu.int. Captioning for the JCA-AHF session will be the same as for Q26/16. Must register to see the link, check JCA-AHF home page.
3	TO BE CONFIRMED: a) Captioning will be provided and accessed via https://www.streamtext.net/player?event=TSG16&start=0 b) Captioning will be provided and accessed via https://www.streamtext.net/player?event=TSG16<mark>WP1</mark>&start=0 c) Captioning will be provided and accessed via https://www.streamtext.net/player?event=TSG16<mark>WP2</mark>&start=0 d) Captioning will be provided and accessed via https://www.streamtext.net/player?event=TSG16<mark>WP3</mark>&start=0
4	ISO/IEC JTC 1 / SC29 / WG 1 (JPEG) will take place online, 24-28 October 2022.
5	ISO/IEC JTC 1 / SC29 / AGs 2, 3, 5 and WGs 2 to 8 (MPEG) will take place in Mainz and online, 24-28 October 2022. JVET will meet 20-28 October 2022, exceptionally in Mainz, Germany. See https://www.itu.int/go/jvet for final details for JVET. A joint session between Q6/16 and some MPEG groups is planned for 2Q on Tuesday 25 October using Zoom (to be confirmed).
6	Maximum number of rooms in this week is 7: 2 large, 2 medium, 3 small rooms (C1, C2; G1, G2; T101, T103, F)

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