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| PLENARY MEETING | Document 4489-E |
|  | 9 October 2016 |
|  | Original: English |
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| Arab States Administrations |
| Proposals for the work of the conference |
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| **Abstract:** | The Arab States Administrations propose to maintain the current text of Recommendation A.13 as it is which achieving all its current mandate and objective.  |

NOC ARB/4489/1

Recommendation ITU-T A.13

Supplements to ITU‑T Recommendations

(2000; 2007)[[1]](#footnote-1)1

Summary

This Recommendation describes Supplements to ITU‑T Recommendations

# 1 Introduction

In the course of its studies, each study group deals with contributions and reports, which are distributed to those organizations that have registered for participation in the study group's work and Recommendations resulting from those studies reach a much wider audience. Normally, any information that is considered as merely illustrative or supplementary to a Recommendation should be included as a (non-integral) Appendix to that Recommendation, where it is useful to the wider audience. However, there are exceptional instances where separate publication of such information is warranted, in the form of Supplements to the Recommendations.

# 2 Supplements

The following general principles shall be applied by study groups for the development, approval, identification and revision of Supplements:

**2.1** Before proposing any new or revised text as a Supplement, a study group or TSAG should ensure, in consultation with the Director, that:

i) the subject matter is within its mandate;

ii) there is a sufficient need for the information on a long‑term basis;

iii) the text cannot be reasonably adapted for inclusion in an existing or new Recommendation (e.g., as an appendix);

iv) the text is sufficiently mature and that the text follows, as far as possible, the format of the "Author's Guide for drafting ITU‑T Recommendations";

v) the text contains material that is supplementary to and associated with the subject matter of one or more Recommendations but is not essential to their completeness or understanding and implementation.

**2.2** Supplements do not require approval according to Resolution 1 or Recommendation ITU‑T A.8 procedures; agreement by the study group or by TSAG (in case of a Supplement developed by TSAG) is sufficient. A working party may agree to a Supplement if the study group that set up the working party has previously identified this Supplement and has authorized the working party to do so at the previous study group meeting, provided that such Supplement is not related or linked to any Recommendation having policy or regulatory implications, in accordance with Nos. 246D to 246 H of the ITU Convention.

**2.3** Supplements should be limited in number and volume.

**2.4** Supplements are only informative and are therefore not considered to be an integral part of any Recommendation. They do not imply any agreement on the part of ITU‑T.

**2.5** Each Supplement should be unambiguously identified by the series letter to which it is associated, followed by a sequential number unique within that series.

**2.6** Since Supplements are essentially reference material, no onus is implied on the issuing study group to update or to reissue Supplements. However, should reference to a Supplement be made in a Recommendation, the study group should review the applicability both of that reference and the Supplement at least once every four years, and take any necessary action.

**2.7** Supplements should be included in databases along with ITU‑T Recommendations, but may be deleted after consultation with the concerned study group if not reviewed or updated after a period of eight years.

**2.8** To the extent practicable, Supplements will be published in a similar fashion to Recommendations, but with a lower priority, and taking into account market needs.

**Reasons:**

1. 1 This publication includes Recommendation ITU-T A.13 (2000) and incorporates its Amendment 1 (2007). [↑](#footnote-ref-1)