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| ITU logo | **International telecommunication union****Telecommunication Standardization Bureau** | CCITT/ITU-T 60th Anniversary logo |
|  | Geneva, 18 July 2016 |
| Ref: | **TSB Collective letter 8/15** | - To Administrations of Member States of the Union; - To ITU‑T Sector Members;- To ITU‑T Study Group 15 Associates; - To ITU Academia |
| Tel: | +41 22 730 6356 |
| Fax: | +41 22 730 5853 |
| E-mail: | tsbsg15@itu.int  |  |
| Subject: | **Meeting of Study Group 15; Geneva, 19-30 September 2016** |

Dear Sir/Madam,

It is my pleasure to invite you to attend Study Group 15 (*Networks, Technologies and Infrastructures for Transport, Access and Home*) which is to meet at ITU headquarters, Geneva, from 19 to 30 September 2016 inclusive.

I should like to inform you that the meeting will open at 0930 hours on the first day. Participant registration will begin at 0830 hours at the Montbrillant entrance. Detailed information concerning the meeting rooms will be displayed on screens at the entrances to ITU headquarters. Additional information about the meeting is set forth in **Annex A**.

The draft **Agenda** of the meeting and its draft **Timetable**, as prepared in agreement with the Chairman of the Study Group (Dr Stephen Trowbridge), is set out in **Annex B** and **Annex C**, respectively**.**

I wish you a productive and enjoyable meeting.

Yours faithfully,

Chaesub Lee
Director of the Telecommunication
Standardization Bureau

**Annexes**: 3

**ANNEX A**

(to TSB Collective letter 8/15)

**MAKING CONTRIBUTIONS**

**DEADLINES FOR CONTRIBUTIONS:** The deadline for contributions is 12 (twelve) calendar days before the meeting. Such contributions will be published on the Study Group 15 website and must therefore be received by TSB **not later than 6 September 2016**. Contributions received at least **two** months before the start of the meeting may be translated, if requested.

**DIRECT POSTING/DOCUMENT SUBMISSION:** A direct posting system for contributions is available online. The direct posting system allows ITU‑T members to reserve contribution numbers and to upload/revise contributions directly to the ITU‑T web server.  Further information and guidelines for the direct posting system are available at the following address: <http://itu.int/net/ITU-T/ddp/>.

**TEMPLATES:** Please use the provided set of templates to prepare your meeting documents.  The templates are accessible from each ITU‑T study group web page, under “Delegate resources” (<http://itu.int/ITU-T/studygroups/templates>).  The name, fax and telephone numbers and e-mail address of the person to be contacted about the contribution should be indicated on the cover page of all documents.

**WORK METHODS AND FACILITIES**

**INTERPRETATION** will be available upon request for the closing plenary of the meeting. For sessions that are scheduled to be held with interpretation, please note that interpretation will only be provided if a Member State so requests by checking the corresponding box on the registration form, or by sending a written request to TSB, **at least one month before the first day of the meeting**. It is imperative that this deadline be respected in order for TSB to make the necessary arrangements for interpretation.

**PAPERLESS MEETINGS:** The meeting will be run paperless.

**WIRELESS LAN** facilities are available for use by delegates in all ITU meeting rooms and in the CICG (Geneva International Conference Centre) building. Detailed information is available on the ITU‑T website (<http://itu.int/ITU-T/edh/faqs-support.html>).

**E-LOCKERS** are available on the ground floor of the Montbrillant building. Your ITU RFID badge opens and closes the e-locker. Your e-locker is available only for the period of the meeting you are attending, so please ensure that you empty the locker before 23:59 on the last day of the meeting.

**LOAN LAPTOPS:** The ITU Service Desk (servicedesk@itu.int) has a limited number of laptops available on a first-come, first-serve basis, for those who do not have one.

**PRINTERS:** Printers are available in the cyber café on the second basement level of the Tower building, on the ground floor of the Montbrillant building and near the major meeting rooms, for delegates who wish to print documents.

**E-PRINTING:** In addition to the "traditional" print method using printer queues that need to be installed on the user's computer or device, printing documents via e-mail ("e-print") is now possible. The procedure is simply to attach the documents to be printed to an email that is sent to the desired printer email address (in the form printername@eprint.itu.int). No driver installation is required. For more details, please see <http://itu.int/ITU-T/go/e-print>.

**REGISTRATION, NEW DELEGATES and FELLOWSHIPS**

**REGISTRATION:** To enable TSB to make the necessary arrangements, please send by letter, fax (+41 22 730 5853) or e-mail (tsbreg@itu.int), **not later than 19 August 2016**, the list of people who will be representing your Administration, Sector Member, Associate, Academic Institution, regional and/or international organization or other entity. Administrations are requested also to indicate the name of their head of delegation (and deputy head, if applicable).

**Please note that pre-registration of participants for ITU-T SG15 meetings is carried out *online* on the ITU‑T website (**[**http://itu.int/ITU-T/studygroups/com15**](http://itu.int/ITU-T/studygroups/com15)**).**

**NEW DELEGATES** are invited to attend a **MENTORING PROGRAMME**, including a welcome briefing upon registration, a guided visit of ITU headquarters and an orientation session on ITU‑T. If you would like to participate, please contact: ITU‑Tmembership@itu.int.

**FELLOWSHIPS:** We are pleased to inform you that two partial fellowships per administration will be awarded, subject to available funding, to facilitate participation from Least Developed or Low Income Developing Countries (<http://itu.int/en/ITU-T/info/Pages/resources.aspx>). Please further note that when two (2) partial fellowships are requested, at least one must be an economy class air ticket. An application for a fellowship must be authorized by the relevant Administration of the ITU Member State. Fellowship requests (please use enclosed **Form 1)**, must be returned to ITU not later than **8 August 2016** *(six weeks before the meeting).*Please note that the decision criteria to grant a fellowship include: the available TSB budget, contributions by the applicant to the meeting, equitable distribution among countries and regions, and gender balance.

**KEY DEADLINES (before meeting)**

|  |  |  |
| --- | --- | --- |
| Two months | 19 July 2016 | - submit contributions for which translation is requested |
| Six weeks | 8 August 2016 | - fellowship requests |
| Four weeks | 22 August 2016 | - requests for visa support letters |
| One month | 19 August 2016 | - requests for interpretation at closing plenary- pre-registration |
| 12 calendar days | 6 September 2016 | - final deadline for contributions |

**VISITING GENEVA: HOTELS AND VISAS**

Please note that a visitor information website is now available at <http://itu.int/en/delegates-corner>.

**HOTELS:** For your convenience, a hotel reservation form is enclosed (**Form 2**). A list of hotels can be found at <http://itu.int/travel/>.

**VISAS:** Please remember that citizens of some countries are required to obtain a visa in order to enter and spend time in Switzerland. **The visa must be requested at least four (4) weeks before the date of beginning of the meeting** and obtained from the office (embassy or consulate) representing Switzerland in your country or, if there is no such office in your country, from the one that is closest to the country of departure. If problems are encountered, the Union can, at the official request of the administration or entity you represent, approach the competent Swiss authorities in order to facilitate delivery of the visa but only within the period mentioned of **four** weeks. Any such request must specify the name and functions, date of birth, number, and dates of issue and expiry of passport of the individual(s) for whom the visa(s) is/are requested[[1]](#footnote-1) and be accompanied by a copy of the notification of confirmation of registration approved for the ITU-T meeting in question, and must be sent to TSB by fax (+41 22 730 5853) or e-mail (tsbreg@itu.int) bearing the words **“visa request”**.

**FORM 1 - FELLOWSHIP REQUEST**

(to TSB Collective letter 8/15)

|  |  |  |
| --- | --- | --- |
|  | **ITU-T Study Group 15 meeting****Geneva, Switzerland, 19-30 September 2016** |  |
| **Please return to:** | **ITU** **Geneva (Switzerland)** | **E-mail:** **fellowships@itu.int** **Tel: +41 22 730 5227****Fax: +41 22 730 5778** |
| **Request for one partial fellowship to be submitted before 8 August 2016** |
|  | Participation of women is encouraged |  |
| Registration Confirmation ID No: ……………………………………………………………………………(Note: It is imperative for fellowship holders to pre-register via the online registration form at: <http://www.itu.int/en/ITU-T/studygroups/2013-2016/15/Pages/default.aspx>) Country**: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**Name of the Administration or Organization**: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**Mr / Ms **\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_** (family name) **\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_** (given name)Title: **\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_** |
| Address**: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_** **\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**Tel**.: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_** Fax**: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_** E-mail: **\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**PASSPORT INFORMATION**:**Date of birth**: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**Nationality**: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_** Passport number**: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**Date of issue**: \_\_\_\_\_\_\_\_\_\_\_\_\_\_** In (place)**: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_** Valid until (date): **\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_** |
| Please select your preference(which ITU will do its best to accommodate) |
|  **□ Economy class air ticket (duty station / Geneva / duty station)** **□ Daily subsistence allowance intended to cover accommodation, meals & misc. expenses** |
|  |
| **Signature of fellowship candidate:** | **Date:** |
| TO VALIDATE FELLOWSHIP REQUEST, NAME, TITLE AND SIGNATURE OF CERTIFYING OFFICIAL DESIGNATING PARTICIPANT MUST BE COMPLETED BELOW WITH OFFICIAL STAMP.N.B. IT IS IMPERATIVE THAT FELLOWS BE PRESENT FROM THE FIRST DAY TO THE END OF THE MEETING. |
| **Signature:** | **Date:** |

**FORM 2 - HOTELS**

(to TSB Collective letter 8/15)

|  |
| --- |
| *This confirmation form* ***should be sent directly*** *to the hotel**of your choice* |

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|  | **INTERNATIONAL TELECOMMUNICATION UNION** |  |

**TELECOMMUNICATION STANDARDIZATION SECTOR**

SG/WP meeting *\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_* from \_\_\_\_\_\_\_\_\_\_\_ to \_\_\_\_\_\_\_\_\_\_\_ in Geneva

Confirmation of the reservation made on (date) \_\_\_\_\_\_\_\_\_\_\_

with (hotel) \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

**at the ITU preferential tariff**

\_\_\_\_\_\_\_\_\_\_\_\_ single/double room(s)

arriving on (date) \_\_\_\_\_\_\_\_\_\_\_ at (time) \_\_\_\_\_\_\_\_\_\_\_ departing on (date) \_\_\_\_\_\_\_\_\_\_\_

**GENEVA TRANSPORT CARD:** Hotels and residences in the canton of Geneva now provide a free "Geneva Transport Card" valid for the duration of the stay. This card will give you free access to Geneva public transport, including buses, trams, boats and trains as far as Versoix and the airport.

Family name: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

First name: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Address: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Tel: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Fax: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ E-mail: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Credit card to guarantee this reservation: AX/VISA/DINERS/EC (or other) \_\_\_\_\_\_\_\_\_\_\_\_\_\_

No.: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Valid until: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Date: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Signature: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

**ANNEX B**

(to TSB Collective letter 8/15)

Draft Agenda

1. Opening of meeting
2. Approval of agenda ([TD578/PLEN](http://www.itu.int/md/T13-SG15-160919-TD-PLEN-0578/en))
3. Opening Remarks
4. Organization of Study Group 15:
	1. Appointment of rapporteurs and associate rapporteurs ([TD580/PLEN](http://www.itu.int/md/T13-SG15-160919-TD-PLEN-0580/en))
5. Guidance for the work of SG15
6. Feedback and Status Reports on interim activities (since February 2016)
	1. Approval of the SG15 meeting reports ([COM15-R23-26](http://www.itu.int/md/T13-SG15-R/en), February 2016)
	2. TSAG and RevCom matters of interest to SG15 ([TD581/PLEN](http://www.itu.int/md/T13-SG15-160919-TD-PLEN-0581/en))
	3. SG15 interim activities (matters of interest to Plenary) ([TD582/PLEN](http://www.itu.int/md/T13-SG15-160919-TD-PLEN-0582/en))
	4. Status of SG15’s liaison, innovation, marketing, promotion and other roles
	5. Status of draft Recommendations consented ([TD583/PLEN](http://www.itu.int/md/T13-SG15-160919-TD-PLEN-0583/en))
	6. SG15 management matters of interest to Plenary
7. Objectives for this meeting
	1. Preparation for WTSA-16
8. Work Plan for this meeting (Annex C; updates in [TD302/GEN](http://www.itu.int/md/T13-SG15-160919-TD-GEN-0302/en))
9. Conduct of and facilities available for the meeting ([TD584/PLEN](http://www.itu.int/md/T13-SG15-160919-TD-PLEN-0584/en))
10. Documents and their allocation ([TD585/PLEN](http://www.itu.int/md/T13-SG15-160919-TD-PLEN-0585/en))
11. Miscellaneous
12. Reports of Working Parties
	1. Matters for resolution at study group level
	2. Intellectual Property Rights Inquiry
	3. Determination of draft new/revised Recommendations according to Resolution 1 (TAP)
	4. Consent of Recommendations proposed for approval using Recommendation ITU-T A.8
	5. Agreement of other texts
	6. Status of Recommendations (SG15 work programme)
	7. Liaison and interaction with other groups
	8. Interim Rapporteur/WP activities
	9. Texts for deletion, if any
13. Approval of any draft new/revised Recommendations according to Resolution 1 (TAP)
14. Approval of any draft new/revised Recommendations referred back to SG during AAP
15. Reports on SG15’s liaison, innovation, marketing, promotion and other roles
16. Future activities
17. Miscellaneous
18. Closing

**ANNEX C**

(to TSB Collective letter 8/15)

**Study Group 15 work plan, Geneva, 19-30 September 2016 (first week)**

 NOTE - Updates to the work plan will be made available on the Study Group 15 website at: [www.itu.int/ITU-T/studygroups/com15](http://www.itu.int/ITU-T/studygroups/com15).

|  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- |
|  | **Monday, 19 September** | **Tuesday, 20 September** | **Wednesday, 21 September** | **Thursday, 22 September** | **Friday, 23 September** |
| Q/15 | 0 | 1 | 2 | 3 | 4 | 5 | 0 | 1 | 2 | 3 | 4 | 5 | 0 | 1 | 2 | 3 | 4 | 5 | 0 | 1 | 2 | 3 | 4 | 5 | 0 | 1 | 2 | 3 | 4 | 5 |
| **SG15 Plen** |  | x |  |  |  |  | # |  |  |  |  |  | # |  |  |  |  |  | # |  |  |  |  | § |  |  |  |  |  |  |
| **WP1 Plen** |  |  | x |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  | § |  |  |  |  |  |  |
| **Q1/15** |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  | § |  |  |  |  |  |  |
| **Q2/15** |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  | § |  |  |  |  |  |  |
| **Q4/15** |  |  |  | x | x |  |  | x | x | x | x |  |  | x | x | x | x |  |  | x | x | x | x | x |  | x | x | x | x |  |
| **Q15/15** |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  | § |  |  |  |  |  |  |
| **Q18/15** |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  | x | x |  |  | x | x | x | x | x |  | x | x | x | x |  |
| **WP2 Plen** |  |  | x |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  | § |  |  |  |  |  |  |
| **Q5/15** |  |  |  | x | x |  |  | x | x | x | x |  |  | x | x | A | x |  |  |  |  |  |  | § |  |  |  |  |  |  |
| **Q6/15** |  |  |  | x | x |  |  | x | x | x | x |  |  | x | x | A | x |  |  | x | x | B | x | § |  | x | x | x | x |  |
| **Q7/15** |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  | § |  |  |  |  |  |  |
| **Q8/15** |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  | § |  |  |  |  |  |  |
| **Q16/15** |  |  |  |  |  |  |  |  |  |  |  |  |  | x | x | x | x | x |  | x | x | x | x | ? |  | x | x | x | x |  |
| **Q17/15** |  |  |  | x | x |  |  | x | x | x | x |  |  | x | x |  |  |  |  |  |  |  |  | § |  |  |  |  |  |  |
| **WP3 Plen** |  |  | x |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  | § |  |  |  |  |  |  |
| **Q3/15** |  |  |  |  |  |  |  | x | x |  |  |  |  |  |  |  |  |  |  |  |  |  |  | § |  |  |  | x | x |  |
| **Q9/15** |  |  |  |  | x |  |  | x | x |  |  |  |  | D | x | x | x |  |  | x | x |  |  | § |  |  |  | x | x |  |
| **Q10/15** |  |  |  | x |  |  |  |  |  | x | C |  |  |  |  | G | H |  |  |  |  | x | x | § |  | x | x | x | x |  |
| **Q11/15** |  |  |  | x |  |  |  | x | x | x | C |  |  | x | E |  |  |  |  | x | x | B | x | § |  | x | x |  |  |  |
| **Q12/15** |  |  |  |  |  |  |  | x | x | x | x |  |  | D | F | x | x |  |  | I | I | B | x | § |  | J | J |  |  |  |
| **Q13/15** |  |  |  | x | x |  |  | x | x | x | x |  |  | x | E | x | H |  |  | x | x | x | x | § |  | x | x | x | x |  |
| **Q14/15** |  |  |  | x | x |  |  | x | x | x | x |  |  | D | F | G | H |  |  | I | I | B | x | § |  | J | J | x |  |  |
| Sessions times: 0 - 0830-0930; 1 - 0930-1045; 2 - 1115-1230; 3 - 1430-1545; 4 - 1615-1730; 5 - 1800→ |
| § Networking event (to be confirmed). | ? Evening session(s) (if required). | # Breakfast tutorial(s) (if required). |

**Study Group 15 work plan, Geneva, Geneva, 19-30 September 2016 (second week)**

|  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- |
|  | **Monday, 26 September** | **Tuesday, 27 September** | **Wednesday, 28 September** | **Thursday, 29 September** | **Friday, 30 September** |
| Q/15 | 0 | 1 | 2 | 3 | 4 | 5 | 0 | 1 | 2 | 3 | 4 | 5 | 0 | 1 | 2 | 3 | 4 | 5 | 0 | 1 | 2 | 3 | 4 | 5 | 0 | 1 | 2 | 3 | 4 | 5 |
| **SG15 Plen** |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  | x | x | x |  |  |
| **WP1 Plen** |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  | x | x |  |  |  |  |  |  |
| **Q1/15** |  |  |  |  |  |  |  | x | x | x | x |  |  |  |  |  |  |  |  |  |  | Y |  |  |  |  |  |  |  |  |
| **Q2/15** |  | x | x | x | x |  |  | x | x | x | x |  |  | x | x | x | x |  |  | x | x | Y |  |  |  |  |  |  |  |  |
| **Q4/15** |  | x | x | x | x | x |  | x | x | x | x |  |  | x | x | x | x |  |  | x | x | Y |  |  |  |  |  |  |  |  |
| **Q15/15** |  |  |  | x | x |  |  | x | x | x | x |  |  | x | x | x | x |  |  |  |  | Y |  |  |  |  |  |  |  |  |
| **Q18/15** |  | x | x | x | x | x |  | x | x | x | x |  |  | x | x |  |  |  |  |  |  | Y |  |  |  |  |  |  |  |  |
| **WP2 Plen** |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  | x | x | x |  |  |  |  |  |  |  |  |
| **Q5/15** |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  | Z | Z |  |  |  |  |  |  |
| **Q6/15** |  |  |  |  |  |  |  |  |  | x | x |  |  | x | x | x | x |  |  |  |  |  | Z | Z |  |  |  |  |  |  |
| **Q7/15** |  | x | x | x | x |  |  | x | x |  |  |  |  |  |  |  |  |  |  |  |  |  | Z | Z |  |  |  |  |  |  |
| **Q8/15** |  | x | x | x | x |  |  | x | x | x | x |  |  | x | x |  |  |  |  |  |  |  | Z | Z |  |  |  |  |  |  |
| **Q16/15** |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  | Z | Z |  |  |  |  |  |  |
| **Q17/15** |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  | Z | Z |  |  |  |  |  |  |
| **WP3 Plen** |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  | x | x | x | x |  |  |  |  |  |  |  |
| **Q3/15** |  | x | x | x | x |  |  | x | x |  |  |  |  |  |  |  | W |  |  |  |  |  |  |  |  |  |  |  |  |  |
| **Q9/15** |  |  |  | x | x |  |  | x | x |  |  |  |  |  | x | x | W |  |  |  |  |  |  |  |  |  |  |  |  |  |
| **Q10/15** |  | x | x | x | x |  |  |  |  | x | x |  |  | x | x |  | W |  |  |  |  |  |  |  |  |  |  |  |  |  |
| **Q11/15** |  | x | x |  |  |  |  | x | x | x | x |  |  | x | x |  | W |  |  |  |  |  |  |  |  |  |  |  |  |  |
| **Q12/15** |  | x | x | K | K |  |  | x | x | x | x |  |  |  |  |  | W |  |  |  |  |  |  |  |  |  |  |  |  |  |
| **Q13/15** |  | x | x | x | x |  |  | x | x | x | x |  |  | x | x |  | W |  |  |  |  |  |  |  |  |  |  |  |  |  |
| **Q14/15** |  | x | x | K | K |  |  | x | x | x | x |  |  | x | x |  | W |  |  |  |  |  |  |  |  |  |  |  |  |  |
| Sessions times: 0 - 0830-0930; 1 - 0930-1045; 2 - 1115-1230; 3 - 1430-1545; 4 - 1615-1730; 5 - 1800→ |

Notes:

|  |  |
| --- | --- |
| A | Joint Q5, Q6/15: G.652 specifications |
| B | Joint Q6, 11, 12, 14/15: "Issues related to G.metro and OTN at 100G and Beyond" |
| C | Joint Q10, 11/15 Functional model for the Ethernet PHY: Q10 and Q11/15 will meet independently if no contributions are received |
| D | Joint Q9, Q12, 14/15 Use of SDN for restoration: if no contributions are received Q9/15 will meet independently; Q12 and Q14/15 will meet jointly on SDN |
| E | Joint Q11, 13/15 Issues related to synchronization over TDM networks: Q11 and Q13/15 will meet independently if no contributions are received |
| F | Joint Q12, 14/15 ASON, SDN and Cloud |
| G | Joint Q10, 14/15 Common contributions on Ethernet and MPLS-TP |
| H | Joint Q10, 13, 14/15 Management of Synchronization: Q10/15 will meet independently if none of the contributions are of interest to Q10/15 |
| I | Joint Q12, 14/15 ASON, SDN and Cloud |
| J | Joint Q12, 14/15 ASON, SDN and Cloud |
| K | Joint Q12, 14/15 ASON, SDN and Cloud |
|  |  |
|  |  |
|  |  |
| W | WP3/15 Chairmen and Rapporteurs only − Report preparation |
| Y | WP1/15 Chairmen and Rapporteurs only − Report preparation |
| Z | WP2/15 Chairmen and Rapporteurs only − Report preparation |

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1. A model for such a request is found at <http://itu.int/en/ITU-T/info/Documents/Visa-support-letter_MODEL.pdf> [↑](#footnote-ref-1)