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| **Telecommunication Standardization Bureau** |  |
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Geneva, 25 April 2013

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| Ref:  Tel:  Fax:  E-mail: URL: | **TSB Circular 1**  +41 22 730 5972 +41 22 730 5853  [tsbdoc@itu.int](mailto:tsbdoc@itu.int) [www.itu.int/ITU-T/](http://www.itu.int/ITU-T/) | - To Administrations of Member States of the Union;  - To ITU-T Sector Members;  - To ITU-T Associates - To ITU-T Academia  Copy:  - To ITU-T Study Group Chairmen and Vice‑Chairmen;  - To the Director of the Telecommunication Development Bureau;  - To the Director of the Radiocommunication Bureau |
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| Subject: | **Study Period 2013-2016**   * **General information on ITU-T activities** * **Request for contacts and addresses for the TSB database** * **ITU-T and TSB documentation** * **Registration to participate in the Alternative Approval Process (AAP)** |

Dear Sir/Madam,

**1** The World Telecommunication Standardization Assembly (WTSA-12), which was held in Dubai, from 20 to 29 November 2012, has updated the working methods and adopted a new study group structure for the ITU for application in the 2013‑2016 study period. The new or revised WTSA Resolutions, new Opinion, and revised ITU-T A-series Recommendations are listed in **Annex 1**. WTSA Resolutions and the Opinionare available for download, free of charge, from the ITU-T website at <http://www.itu.int/publ/T-RES/e> and ITU-T Recommendations are available at <http://www.itu.int/ITU-T/publications/recs.html>. A paper version of the WTSA-12 Proceedings may be purchased at: <http://www.itu.int/pub/T-REG-LIV.1-2012>.

**2** A list of the ITU-T study groups and other groups, as approved by WTSA‑12, can be found in **Annex 2**.

A detailed description of the area of responsibility of each study group, the list and text of the Questions allocated to it and other relevant information can be found under the study group pages on the ITU-T website. The text of the Questions allocated to each study group for the 2013-2016 study period is found in Contribution 1 of each study group as well as on the website of each study group.

**3** TSB maintains a database of contact persons and addresses of the Administrations of ITU Member States, ITU‑T Sector Members, ITU-T Associates and Academic Institutions. In order for TSB to update its database for the 2013-2016 study period, you are kindly requested to fill in and return the form in **Annex 3 or** by using the online form at <http://www.itu.int/en/ITU-T/info/Pages/circulars.aspx> . Please communicate any future change in contact person or address to TSB, using the same form.

**4** **ITU-T and TSB electronic documents and electronic working methods**

The use of Electronic Working Methods and of the Electronic Document Handling facilities (EDH) is encouraged. Electronic facilities and documents provided by TSB can be accessed via the ITU Telecommunication Information Exchange System (TIES). Representatives of ITU Member States, ITU‑T Sector Members, ITU-T Associates and ITU-T Academic Institutions can request a TIES account, if they do not have one already, by filling in the TIES online registration form at <http://www.itu.int/TIES>.

ITU-T and TSB documents (including the present circular and its annexes) are available in electronic form on the ITU-T website (<http://www.itu.int/ITU-T>). TIES accounts allow access to all documents restricted to membership. Users can subscribe to the E-mail Notification System: <http://www.itu.int/online/mm/scripts/notify>; (a TIES account is required) which alerts to a new document being posted on the ITU-T website. Please note that, since all documents are available on the ITU-T website, they will not be sent by e‑mail.

The document repository is known as the “informal FTP area” (IFA). The structure of IFA for the new study period follows a template of the form http://ifa.itu.int/t/2013/sgxx. TIES account holders can access IFA without further procedure.

New mailing lists will be established as requested by each study group. The list of mailing lists used by each study group will be kept up-to-date at the "*Informal FTP area and mailing lists archives*" link from each study group page (under the "*Tools*" tab). More information on subscribing to and using ITU-T mailing lists can be found at <http://www.itu.int/TU-T/edh/faqs-email.html>.

Extensive information on Electronic Document Handling (EDH) and web services available for ITU-T participants can be found at <http://www.itu.int/ITU-T/edh>.

A direct posting system for contributions is now available on-line and its use is encouraged. 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 new direct posting system are available at the following address: <http://www.itu.int/net/ITU-T/ddp/>.

**5** **ITU-T and TSB documents in paper form**

Circulars, Collective letters and reports are available in paper form **only on demand**. In view of reducing the postal charges incurred by ITU for the dispatch of documents, **a maximum of one copy** of each document may be requested.

The documents are dispatched to **a single address** per Administration of ITU Member State, ITU-T Sector Member, ITU-T Associate and ITU-T Academic Institution, each organization being responsible for its own internal distribution.

Please note that ITU-T Associates can only request documents relevant to the study group to which they participate.

Should you continue to require paper copies, kindly fill in and return the form in **Annex 4 or online at** <http://www.itu.int/en/ITU-T/info/Pages/circulars.aspx> . If this form is not received by 30 June 2013, it will be assumed you no longer require paper copies.

Queries on ITU-T and TSB documentation can be sent to [tsbdoc@itu.int](mailto:tsbdoc@it.int).

The TSB has made extensive efforts enhancing electronic working methods and I would like to encourage you to support this way of working.

**6** **Registration to participate in the Alternative Approval Process**

**6.1 The Alternative Approval Process**

The “Alternative Approval Process” (AAP) is an electronic fast track approval process set out in Recommendation ITU-T A.8, which applies to ITU-T Recommendations except those Recommendations that have policy or regulatory implications (they are approved using the traditional approval process (TAP) found in Resolution 1 of the World Telecommunication Standardization Assembly).

An AAP web-based application covers all AAP approval phases, from the "consent" phase that starts the AAP process, until the final approval or non-approval of the consented text, including related announcements, texts, summaries, comments, resolution logs and circulars. Access to texts, comments and submission systems requires a TIES account.

The AAP application encompasses also a comment submission feature, which is essential to the AAP electronic approval process that assures only the authorized AAP focal point may present comments on behalf of the submitting organization.

For more information, please see <http://www.itu.int/ITU-T/aapinfo/>.

## 6.2 Designation of an AAP focal point

Member States, Sector Members, Associates and Academic Institutions are kindly reminded that the AAP procedures require the designation of an AAP contact person who will act as their focal point for all AAP related matters and who will be considered as the only authorized contact for correspondence concerning AAP. Kindly designate your AAP focal point by filling in **Part A** of the form in **Annex 5** and returning it to TSB by fax at+41 22 730 5853 or using the online form at [http://www.itu.int/en/ITU-T/info/Pages/circulars.aspx/](http://itu.int/ITU-T/onlineforms/).

Kindly report by the same means any change in these data occurring in the course of the study period.

## 6.3 Notification of the posting of AAP related documents

Facilities are available so that Member States, Sector Members, Associates and Academic Institutions can easily receive notifications of the publication of AAP announcements and other related documents. The following three methods are now available:

**a) RSS feeds (on a self-subscription basis)**

RSS feeds are available for all AAP related events (posting of announcements, comments, etc.), by study group and for all study groups.

RSS feeds are very simple to use. To subscribe, simply click on the icon rss-icon representing an RSS feed on the AAP pages of the ITU-T website, for example at:  
<http://www.itu.int/ITU-T/aap/AAPStatusBySG.aspx?sgID=0>

Most current browsers and e-mail clients have a built-in RSS reader and will automatically add an RSS folder for AAP. This folder will automatically be updated with RSS items (these appear like an e-mail message or a link) notifying the posting of AAP related documents.

More information on RSS feeds and how to use them can be found at:   
<http://www.itu.int/ITU-T/info/rss.html>

This new feature gives a choice to members on whether they wish to use RSS feeds instead of or in addition to e-mail notifications.

**b) E-mail notifications to an individual e-mail account (on a self-subscription basis)**

Representatives of Member States, Sector Members, Associates and Academic Institutions holding a TIES account can subscribe to receive a notification of the posting of AAP announcements and comments to the e-mail address of their choice. To subscribe, login to your TIES profile at: <http://www.itu.int/TIES/> and select “Update Notifications”.

**c) E-mail notifications to a generic e-mail account**

This option is maintained for Member States, Sector Members, Associates and Academic Institutions that, for organisational reasons, still find it convenient to receive e-mail notifications on a generic e‑mail account (e.g. *aap@southel.com*). In this case, kindly inform us of the generic accounts that you have created for this purpose by filling in **Part B** of the form in **Annex 5**.

In view of the improvements in individual notification methods described in 6.3a and 6.3b, some Member States, Sector Members, Associates and Academic Institutions may wish to discontinue their previously indicated subscriptions to receive notifications on generic accounts. In this case, kindly fill in **Part C** of the form in **Annex 5.**

## 7. Operational Bulleting and Numbering Assignments

In order to reduce paper usage, the Operational Bulleting and Numbering Assignments OBNA is no longer printed. TSB continues to publish OBNA on a bi-weekly basis in PDF on the International Numbering Resources (INR) web page: <http://www.itu.int/en/ITU-T/inr/Pages/default.aspx>.

In addition, TSB has been migrating a number of INR to modern dynamic databases. To date the following databases have been made accessible to members from the INR web page:

a) international signalling points (ISPC and SANC) assigned according to Recommendation ITU-T Q.708;

b) international identification plan for public fixed and mobile networks (MCC and MNC) assigned according to Recommendation ITU-T E.212;

c) misuse of ITU-T E.164 numbering resources.

According to Recommendation ITU-T E.129, all National Plan Administrators (NPAs) should provide their web address information to TSB along with the names, address, phone, and E-mail addresses of all current contact individuals.

In order for TSB to update its database for the 2013-2016 study period, you are kindly requested to fill in and return the form in **Annex 6** by fax at+41 22 730 5853 or using the online form at <http://www.itu.int/en/ITU-T/info/Pages/circulars.aspx> . Any future change in contact person or address should also be communicated to TSB.

Yours faithfully,

Malcolm Johnson  
Director, Telecommunication  
Standardization Bureau

**Annexes**: **6**

**ANNEX 1**  
(to TSB Circular 1)

WTSA-12 approvals

| Table 1.1: Revised Resolutions | |
| --- | --- |
| # | Title |
| 1 | Rules of procedure of the ITU Telecommunication Standardization Sector |
| 2 | ITU Telecommunication Standardization Sector study group responsibility and mandates |
| 7 | Collaboration with the International Organization for Standardization and the International Electrotechnical Commission |
| 11 | Collaboration with the Postal Operations Council of the Universal Postal Union in the study of services concerning both the postal and the telecommunication sectors |
| 18 | Principles and procedures for the allocation of work to, and coordination between, the ITU Radiocommunication and ITU Telecommunication Standardization Sectors |
| 20 | Procedures for allocation and management of international telecommunication numbering, naming, addressing and identification resources |
| 22 | Authorization for the Telecommunication Standardization Advisory Group to act between world telecommunication standardization assemblies |
| 29 | Alternative calling procedures on international telecommunication networks |
| 31 | Admission of entities or organizations to participate as Associates in the work of the ITU Telecommunication Standardization Sector |
| 32 | Strengthening electronic working methods for the work of the ITU Telecommunication Standardization Sector |
| 33 | Guidelines for strategic activities of the ITU Telecommunication Standardization Sector |
| 34 | Voluntary contributions |
| 35 | Appointment and maximum term of office for chairmen and vice‑chairmen of study groups of the Telecommunication Standardization Sector and of the Telecommunication Standardization Advisory Group |
| 38 | Coordination among the three ITU Sectors for activities relating to International Mobile Telecommunications |
| 40 | Regulatory aspects of the work of the ITU Telecommunication Standardization Sector |
| 43 | Regional preparations for world telecommunication standardization assemblies |
| 44 | Bridging the standardization gap between developing and developed countries |
| 45 | Effective coordination of standardization work across study groups in the ITU Telecommunication Standardization Sector and the role of the ITU Telecommunication Standardization Advisory Group |
| 47 | Country code top-level domain names |
| 48 | Internationalized (multilingual) domain names |
| 49 | ENUM |
| 50 | Cybersecurity |
| 52 | Countering and combating spam |
| 54 | Creation of, and assistance to, regional groups |
| 55 | Mainstreaming a gender perspective in ITU Telecommunication Standardization Sector activities |

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|  | Table 1.1: Revised Resolutions |
| 57 | Strengthening coordination and cooperation among the three ITU Sectors on matters of mutual interest |
| 58 | Encourage the creation of national computer incident response teams, particularly for developing countries |
| 59 | Enhancing participation of telecommunication operators from developing countries |
| 60 | Responding to the challenges of the evolution of the identification/numbering system and its convergence with IP-based systems/networks |
| 61 | Countering and combating misappropriation and misuse of international tele­communication numbering resources |
| 62 | Dispute settlement |
| 64 | IP address allocation and facilitating the transition to and deployment of IPv6 |
| 65 | Calling party number delivery, calling line identification and origin identification |
| 66 | Technology watch in the Telecommunication Standardization Bureau |
| 67 | Use in the ITU Telecommunication Standardization Sector of the languages of the Union on an equal footing |
| 68 | Implementation of Resolution 122 (Rev. Guadalajara, 2010) of the Plenipotentiary Conference on the evolving role of the World Telecommunication Standardization Assembly |
| 69 | Non-discriminatory access and use of Internet resources |
| 70 | Telecommunication/information and communication technology accessibility for persons with disabilities |
| 71 | Admission of academia to participate in the work of the ITU Telecommunication Standardization Sector |
| 72 | Measurement concerns related to human exposure to electromagnetic fields |
| 73 | Information and communication technologies, environment and climate change |
| 74 | Admission of Sector Members from developing countries in the work of the ITU Telecommunication Standardization Sector |
| 75 | The ITU Telecommunication Standardization Sector's contribution in implementing the outcomes of the World Summit on the Information Society |
| 76 | Studies related to conformance and interoperability testing, assistance to developing countries1, and a possible future ITU Mark programme |

Table 1.2: New Resolutions

*Note: The final Resolution numbers were added subsequently.*

|  |  |
| --- | --- |
| # | Title |
| 77 | Standardization work in the ITU Telecommunication Standardization Sector for software-defined networking |
| 78 | Information and communication technology applications and standards for improved access to e-health services |
| 79 | The role of telecommunications/information and communication technologies in handling and controlling e-waste from telecommunication and information technology equipment and methods of treating it |
| 80 | Acknowledging the active involvement of the membership in the development of ITU Telecommunication Standardization Sector deliverables |
| 81 | Strengthening collaboration |
| 82 | Strategic and structural review of the ITU Telecommunication Standardization Sector |

Table 1.3: Resolutions unchanged

|  |  |
| --- | --- |
| # | Title |
| Not Any | |

Table 1.4: Resolutions deleted

|  |  |
| --- | --- |
| # | Title |
| 17 | Telecommunication standardization in relation to the interests of developing countries |
| 26 | Assistance to regional groups of Study Group 3 |
| 53 | Establishment of a workshop and seminar coordination group |
| 56 | Roles of TSAG and ITU-T study group vice-chairmen from developing countries |
| 63 | Studies regarding nomadic telecommunication services and applications |

Table 1.5: New Opinion

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| # | Title |
| 1 | Practical application of network externality premium |

WTSA-12 decisions relative to ITU-T Recommendations

Table 1.6: Revised Recommendations

|  |  |
| --- | --- |
| # | Title |
| ITU-T A.1 | Work methods for study groups of the ITU Telecommunication Standardization Sector |
| ITU-T A.2 | Presentation of contributions to the ITU Telecommunication Standardization Sector |
| ITU-T A.4 | Communication process between the ITU Telecommunication Standardization Sector and forums and consortia |
| ITU-T A.5 | Generic procedures for including references to documents of other organizations in ITU-T Recommendations |
| ITU-T A.6 | Cooperation and exchange of information between the ITU Telecommunication Standardization Sector and national and regional standards development organizations |
| ITU-T A.7 | Focus groups: Establishment and working procedures |
| ITU-T A.11 | Publication of ITU‑T Recommendations and WTSA proceedings |
| ITU-T D.195 | Time-scale for settlement of accounts for international telecommunication services |

Table 1.7: New Recommendations

|  |  |
| --- | --- |
| # | Title |
| ITU-T Y.2770 | Requirements for deep packet inspection in next generation networks |
| ITU-T G.8113.1 | Operations, administration and maintenance mechanism for MPLS-TP in packet transport networks |
| ITU-T G.8113.2 | Operations, administration and maintenance mechanisms for MPLS-TP networks using the tools defined for MPLS |
| ITU-T G.9901 | Narrowband orthogonal frequency division multiplexing power line communication transceivers − Power spectral density specification |
| ITU-T G.9980 | Remote management of customer premises equipment over broadband networks – CPE WAN management protocol |

Table 1.8: Unchanged ITU-T A-series Recommendations

|  |  |
| --- | --- |
| # | Title |
| ITU-T A.8 | Alternative approval process for new and revised ITU-T Recommendations |
| ITU-T A.12 | Identification and layout of ITU-T Recommendations |
| ITU-T A.13 | Supplements to ITU-T Recommendations |
| ITU-T A.23 | Collaboration with the International Organization for Standardization (ISO) and the International Electrotechnical Commission (IEC) on information technology |
| ITU-T A.31 | Guidelines and coordination requirements for the organization of ITU-T seminars and workshops |

ANNEX 2  
(to TSB Circular 1)

# Study Groups

| Designation | | Title | Shorthand |
| --- | --- | --- | --- |
| COM 2 | Study Group 2 | Operational aspects of service provision and telecommunications management | Operational aspects |
| COM 3 | Study Group 3 | Tariff and accounting principles including related telecommunication economic and policy issues | Economic and policy issues |
| COM 5 | Study Group 5 | Environment and climate change | Environment and climate change |
| COM 9 | Study Group 9 | Television and sound transmission and integrated broadband cable networks | Broadband cable and TV |
| COM 11 | Study Group 11 | Signalling requirements, protocols and test specifications | Protocols and test specifications |
| COM 12 | Study Group 12 | Performance, QoS and QoE | Performance, QoS and QoE |
| COM 13 | Study Group 13 | Future networks including cloud computing, mobile and NGN | Future networks |
| COM 15 | Study Group 15 | Networks, technologies and infrastructures for transport, access and home | Transport and access |
| COM 16 | Study Group 16 | Multimedia coding, systems and applications | Multimedia |
| COM 17 | Study Group 17 | Security | Security |

# Advisory Group

| Designation | Title |
| --- | --- |
| TSAG | Telecommunication Standardization Advisory Group |

# Other Groups

| Designation | Title |
| --- | --- |
| RevCom | Review Committee\* |
| SCV | Standardization Committee for Vocabulary |

\* NOTE – As per WTSA-12 Resolution 82.

**Study Group 2 Regional Groups**

| Designation | Title |
| --- | --- |
| SG2RG-EACO | Study Group 2 Regional Group for East Africa |
| SG2RG-ARB | Study Group 2 Regional Group for the Arab Region |
| SG2RG-AMR | Study Group 2 Regional Group for the Americas |

**Study Group 3 Regional Groups**

| Designation | Title |
| --- | --- |
| SG3RG-AFR\* | Study Group 3 Regional Group for Africa |
| SG3RG-LAC\* | Study Group 3 Regional Group for Latin America |
| SG3RG-AO\* | Study Group 3 Regional Group for Asia and Oceania |

\* NOTE – The documents of these Regional Groups are of particular interest for the countries of the region concerned.

**Study Group 5 Regional Groups**

|  |  |
| --- | --- |
| Designation | Title |
| SG5RG-AFR | Study Group 5 Regional Group for Africa |
| SG5RG-AMR | Study Group 5 Regional Group for the Americas |
| SG5RG-ARB | Study Group 5 Regional Group for the Arab Region |
| SG5RG-AP | Study Group 5 Regional Group for Asia Pacific |

**Study Group 12 Regional Groups**

|  |  |
| --- | --- |
| Designation | Title |
| SG12RG-AFR | Study Group 12 Regional Group for Africa |

**Study Group 13 Regional Group**

|  |  |
| --- | --- |
| Designation | Title |
| SG13RG-AFR | Study Group 13 Regional Group for Africa |

ANNEX 3  
(to TSB Circular 1)

Kindly complete this form and return it to:  
Telecommunication Standardization Bureau (TSB) - Fax: +41 22 730 58 53  
(form available on ITU-T website at <http://www.itu.int/en/ITU-T/info/Pages/circulars.aspx>)

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| CONTACT DETAILS FOR ITU-T PARTICIPATION for the 2013-2016 study period |

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| --- | --- |
| □ Administration of a Member State  □ Sector Member  □ Academia | □ Other  □ Associate (one Study Group only) |

Name of organization: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Country: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

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| Contact person | \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_  \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ | | |
| Address: | \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_  \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_  \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_  \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_  \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_  \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ | | |
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ANNEX 4  
(to TSB Circular 1)

Kindly complete this form and return it by 30 June 2013 to:  
Telecommunication Standardization Bureau (TSB) - Fax: +41 22 730 58 53   
(form available on ITU-T website at <http://www.itu.int/en/ITU-T/info/Pages/circulars.aspx>)

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| REQUEST FOR ITU-T AND TSB DOCUMENTS IN PAPER FORM for the 2013-2016 study period |

|  |  |
| --- | --- |
| □ Administration of a Member State  □ Sector Member  □ Academia | □ Other  □ Associate (one Study Group only) |

Name of organization: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

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| **Wishes to receive the following documents in paper form (maximum 1 copy per language)** |

(E=English, A=Arabic, C=Chinese, S=Spanish, F=French, R=Russian)

| Study Group or Group | Collective letters | | | | | | Reports | | | | | |
| --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- |
| E | A | C | S | F | R | E | A | C | S | F | R |
| COM 2 |  |  |  |  |  |  |  |  |  |  |  |  |
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| Circular (one copy only) | E | | A | | C | | S | | F | | R | |

At this single dispatch address:

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| Contact person: | \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ | | |
| Address: | \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_  \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_  \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ | | |
|  |  |  |  |
| Tel.: | \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ | Fax: | \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ |
| E-mail: | \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ | | |

**ANNEX 5**

(to TSB Circular 1)

Kindly complete this form and return it to:  
Telecommunication Standardization Bureau (TSB) - Fax: +41 22 730 58 53   
(form available on ITU-T website at <http://www.itu.int/en/ITU-T/info/Pages/circulars.aspx>)

|  |
| --- |
| CONTACT POINTS FOR THE ALTERNATIVE APPROVAL PROCESS (AAP)  for the 2013-2016 study period |

Part A – Designation of AAP Focal Point (mandatory)

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| □ Administration of a Member State  □ Sector Member  □ Academia | | | □ Other  □ Associate (one Study Group only) | |
| Name of organization: | |  | | |
| Country: | |  | | |
| Name of AAP Focal Point: | |  | | |
| Title / Function: | |  | | |
| Telephone No.: |  | | E-mail: |  |

**Part B – Registration to receive e-mail notifications on generic e-mail accounts (optional)**

To be filled in **only** if you wish to receive e-mail notifications concerning AAP on one or more **generic e-mail accounts** in your organization. (Alternatively, you can self-subscribe to RSS feeds and / or self-subscribe to receive   
e-mail notifications on an individual e-mail address via your TIES profile.)

|  |  |  |
| --- | --- | --- |
|  | **Generic e-mail address for AAP notifications (e.g. aap@southtel.com)** | |
| **One generic e-mail address for ALL Study Groups** |  | |
| **OR** |  | |
| **One generic e-mail address per Study Group** | **Generic e-mail address for AAP notifications (e.g. aapsg5@southtel.com)** | |
| **Study Group** |  | |
| COM 2 |  | |
| COM 3 |  | |
| COM 5 |  | |
| COM 9 |  | |
| COM 11 |  | |
| COM 12 |  | |
| COM 13 |  | |
| COM 15 |  | |
| COM 16 |  | |
| COM 17 |  | |
| Name of Sender  (if different from AAP Focal Point) | |  |
| Title / Function : | |  |

|  |  |  |  |
| --- | --- | --- | --- |
| Telephone No.: |  | E-mail: |  |

**Part C – Cancellation of previous subscription to receive e-mail notifications on generic e-mail accounts (optional)**

Please tick the box if you select this option.

|  |  |
| --- | --- |
| □ | Cancel all previous subscriptions to receive notifications to **generic e-mail accounts** (e.g. [aap@southel.com](mailto:aap@southel.com)).  Our representatives will self-subscribe to RSS feeds and / or self-subscribe to receive e-mail notifications on an individual e-mail address via their TIES profile. |

**ANNEX 6**

(to TSB Circular 1)

Kindly complete this form and return it to:  
Telecommunication Standardization Bureau (TSB) - Fax: +41 22 730 58 53   
(form available on ITU-T website at <http://www.itu.int/en/ITU-T/info/Pages/circulars.aspx>)

|  |  |  |
| --- | --- | --- |
| CONTACT POINTS OF THE NUMBERING PLAN ADMINISTRATOR (NPA)  FOR THE NATIONAL NUMBERING PLAN (NNP) | | |
| □ Administration of a Member State |  |

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| Name of organization: | |  | | |
| Country: | |  | | |
| Name of NPA Focal Point: | |  | | |
| Title / Function:  NPA web address: | |  | | |
| Tel.: | \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ | | Fax: | \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ |
| E-mail: | \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ | |  |  |

\_\_\_\_\_\_\_\_\_\_