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| The International Teleocmmunication Union - Connecting the World. | **国 际 电 信 联 盟****电信标准化局** |  |
|  |  | 2020年2月18日，日内瓦 |
| 文号： | **电信标准化局第6/2号集体函**SG2/RC | 致：– 国际电联各成员国主管部门；– ITU-T部门成员；– 参加第2研究组工作的ITU-T部门准成员；– 国际电联学术成员 |
| 电话： | +41 22 730 5415 |
| 传真： | +41 22 730 5853 |
| 电子邮件： | tsbsg2@itu.int |
| 网址： | <http://itu.int/go/tsg02> |
| 事由： | **第2研究组会议2020年5月27日-6月5日，日内瓦** |

尊敬的先生/女士：

我荣幸地邀请您出席第2研究组（服务提供和电信管理的操作方面）将于2020年5月27日至6月5日（含）在日内瓦国际电联总部召开的会议。

ITU-T第2研究组是编号、命名、寻址、识别及路由选择的牵头研究组，业务定义的牵头研究组，用于救灾/早期预警、网络适应性和恢复的电信的牵头研究组以及有关电信管理的牵头研究组。ITU-T第2研究组正在确立的工作项目可在以下网址查阅：[www.itu.int/itu-t/workprog/wp\_search.aspx?sg=2](http://www.itu.int/itu-t/workprog/wp_search.aspx?sg=2)。文稿模板可在国际电联[文件直传网站](http://www.itu.int/net/ITU-T/ddp/Default.aspx?groupid=T17-SG02)查阅，文稿编写导则可在以下网址查阅：<http://www.itu.int/rec/T-REC-A.2-201211-I>。

第一天的会议将自09时30分开始，与会者的注册工作将自08时30分起在[Montbrillant大楼入口处](https://www.itu.int/en/about/Documents/itu-plan.pdf)进行。每天会议厅安排的具体信息将在国际电联总部各电视屏幕上显示，有关信息也会在[此处](http://handle.itu.int/11.1002/apps/meeting-rooms)在线提供。

注 – 开幕全体会议将于2020年6月1日（星期一）09时30分开始。

**重要截止日期：**

|  |  |
| --- | --- |
| 2020年3月27日 | - [提交需要翻译的ITU-T成员文稿](http://itu.int/net/ITU-T/ddp/) |
| 2020年4月15日 | - 提交与会补贴申请（通过在线注册表格；详见**附件A**）- 提交口译服务申请（通过在线注册表格） |
| 2020年4月27日 | - 预注册（通过[研究组主页](http://www.itu.int/en/ITU-T/studygroups/2017-2020/02/Pages/default.aspx)上的在线注册表格）- 提交签证协办函申请（通过在线注册表格；详见**附件A**） |
| 2020年5月14日 | - [提交ITU-T成员文稿（通过文件直传网站）](http://itu.int/net/ITU-T/ddp/) |

会议实用信息见**附件A**。研究组主席Phil Rushton先生（英国）起草的会议**议程草案和时间计划草案**见**附件B**。

议程的更新请见[SG2-TD964](https://www.itu.int/md/T17-SG02-200527-TD-GEN-0964/en)号文件。时间计划的更新请见[SG2-TD963](https://www.itu.int/md/T17-SG02-200527-TD-GEN-0963/en)号文件。

祝您与会顺利且富有成效！

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| 顺致敬意！电信标准化局主任李在摄先生 | This QR code redirects to the latest meeeting information at: http://handle.itu.int/11.1002/groups/sg2 ITU-T SG2 |
| 最新会议信息 |

**附件：2件**

**附件A**

**实用会议信息**

工作方法与设施

**提交和获取文件：**会议将为无纸会议。成员应采用[文件直传](http://itu.int/net/ITU-T/ddp/)方式提交文稿。临时文件草案应利用[适当模板](https://www.itu.int/en/ITU-T/studygroups/Pages/templates.aspx)通过电子邮件提交研究组秘书处。研究组主页上提供的会议文件仅限于拥有含TIES权限的[国际电联用户账户](http://www.itu.int/TIES/)的ITU-T成员。

**口译：**如果成员国提出申请，可为闭幕全体会议提供口译服务。应通过勾选注册表内相关方框提出申请。申请应**在会议开始的至少六周前**提出。

**无线局域网：**国际电联的所有会议厅均提供有无线局域网设施（网络名称：“ITUwifi”，密码：itu@GVA1211），供代表使用。详尽信息在会场和ITU-T网站（<http://itu.int/ITU-T/edh/faqs-support.html>）提供。

**电子储物箱：**在会议期间供代表使用，请用代表持有的ITU-T RFID胸卡开关电子储物箱。电子储物箱设在[Montbrillant大楼](https://www.itu.int/en/about/Documents/itu-plan.pdf)零层注册区域之后。

**打印机：**在代表休息处以及靠近所有[主要会议厅](https://www.itu.int/en/about/Documents/itu-plan.pdf)处均有打印机可用。为避免需在代表计算机上安装驱动程序，文件可通过电子邮件将其以“电子打印”形式传给所用的打印机。详情见：<http://itu.int/ITU-T/go/e-print>。

**借用手提电脑：**国际电联计算机使用服务台（servicedesk@itu.int）准备了几部手提电脑，按照先来后到的原则供代表借用。

**预注册、新代表、与会补贴和协助办理签证**

**预注册：**与会者均需进行预注册。请**至少在会议开始前一个月**通过研究组主页完成在线预注册。根据[电信标准化局第68号通函](https://www.itu.int/md/T17-TSB-CIR-0068)，ITU-T注册系统要求所有的注册申请需经过联系人批准。[电信标准化局第118号通函](https://www.itu.int/md/T17-TSB-CIR-0118)介绍了如何设置对这些请求的自动批准。注册表中的一些选项仅适用于成员国，包括：职务、口译申请和与会补贴申请。请成员尽可能吸收女性代表加入代表团。

**新代表：**将邀请出席会议的新代表参加入门介绍（mentoring programme），包括抵达时的迎新简介、引导参观国际电联总部以及有关ITU-T工作的情况介绍会。如欲参加，请联系：ITU‑Tmembership@itu.int。针对新代表的快速指南[见此处](https://www.itu.int/en/ITU-T/info/Documents/ITU-T-Newcomer-Guide.pdf)。

**与会补贴：**视可用资金情况，可向每个[符合条件的国家](http://www.itu.int/en/ITU-T/info/Documents/list-ldc-lic.pdf)提供最多两份非全额与会补贴，以促进相关国家的代表与会。新的注册系统将向勾选了注册表中相应方框的代表发送与会补贴申请表。**与会补贴申请必须最晚在2020年4月15日之前收妥，因此强烈建议尽快进行活动注册并至少在会前七周启动申请程序**。请注意，决定是否颁发与会补贴的标准包括：国际电联的可用预算情况、申请人是否向会议提交相关书面文稿等积极参会情况、国家与区域间的平均分配和性别平衡等。

**签证支持：**如有需要，必须在到达瑞士前向驻贵国的瑞士代表机构（使馆或领事馆）申请签证。如果贵国没有此类机构，则请向驻出发国最近的此类机构申请。由于截止日期各不相同，因此建议直接向相关代表机构咨询并尽早申请。

如果遇到问题，国际电联可根据您所代表的主管部门或实体提出的正式请求与有权能的瑞士当局接触，以便为发放签证提供方便。一旦贵单位的注册联系人批准了您的注册，通常需要15天才能发放签证申请函。因此，申请应在**不晚于会议召开日的一个月前**通过勾选注册表中相应的方框提出，如有问题，请发送电子邮件至国际电联差旅科（travel@itu.int）（请注明“**签证申请**”（**visa request**））。

**到访日内瓦：酒店、公共交通和签证**

**到访日内瓦：**为参加日内瓦国际电联会议的代表准备的实用信息可在以下网址查询：<http://itu.int/en/delegates-corner>。

**酒店折扣：**一些日内瓦酒店为出席国际电联会议的代表提供优惠价格，并提供一张免费使用日内瓦公共交通系统的交通卡。欲了解参与优惠活动的酒店名单以及如何获得折扣的指南，请参见：<http://itu.int/travel/>。

**ANNEX B
Draft agenda**

NOTE - Updates to the agenda can be found in [SG2-TD964/GEN](https://www.itu.int/md/T17-SG02-200527-TD-GEN-0964/en).

**1 Opening plenary meeting**

1.1 Opening of the meeting

1.2 Adoption of the agenda and other administrative issues (including timetable and room allocation)

1.3 Study group structure and leadership

1.4 Reports of SG2 work and follow-up actions

a) Approval of Reports SG2-R16 to SG2-R18

b) Activities since the last meeting of SG2: Rapporteur meetings and interim activities

c) Report on Numbering, Naming, Addressing and Identification issues, including NCT (Numbering Coordination Team)

d) Report on activities related to misuse of numbering resources

e) Report on activities related to developing countries, including reports of regional groups

f) Status of discussions regarding Recommendations to be determined or consented

1.5 Reports of other meetings

a) TSAG highlights (10-14 February 2020)

b) Etc.

1.6 Working methods

1.7 Liaison statements received

1.8 Other issues for this meeting

a) SG2 report to WTSA-20

b) Streamlining Resolutions

1.9 Procedural notifications

**2 Closing plenary meeting**

2.1 Reports of the meetings of Working Parties, and the ad hoc group on developing country issues, etc.

2.2 Approval of Recommendations under TAP (Traditional Approval Process)

2.3 Determination of Recommendations under TAP

2.4 Recommendations Consented under AAP (Alternative Approval Process)

2.5 Deletion or renumbering of Recommendations

2.6 Supplements/non-normative amendments agreed

2.7 Technical reports agreed

2.8 Outgoing liaison statements, including those reporting to TSAG on lead study group activities:

a) Numbering, naming, addressing, identification and routing

b) Service definition

c) Telecommunications for disaster relief/early warning, network resilience and recovery

d) Telecommunication Management

e) Other

2.9 Recommendation status and work plans

2.10 Date and place of future meetings

2.11 Other business

2.12 Closure of the meeting

**Study Group 2 time plan, Geneva, 27 May - 5 June 2020**Updates to the time plan can be found in [SG2-TD963](https://www.itu.int/md/T17-SG02-200527-TD-GEN-0963/en)

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|  | **Tuesday 26 May**  | **Wednesday 27 May** | **Thursday 28 May** | **Friday 29 May** | **Sunday 31 May** |
| 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 |
| **SG2 Plen** |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |
| **Management** |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  | XAA | XAA |  |
| **WP1/2 Plen** |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |
| **Q1/2\*** |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  | X3 |  |  |  |  |  | X3 |  |  |  |  |  |  |  |  |  |
| **Q2/2** |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |
| **Q3/2** |  |  |  |  |  |  |  |  | X | X |  | X | X |  |  | X | X |  | X |  |  |  | X | X4 |  |  | X4 |  |  |  |  |  |  |  |  |
| **WP2/2 Plen** |  |  |  |  |  |  |  |  | R1 | R1 |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |
| **Q5/2** |  |  |  |  |  |  |  |  |  |  |  | R | X |  |  | R2 | R |  |  |  |  |  | R | R |  |  |  |  |  |  |  |  |  |  |  |
| **Q6/2** |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  | R2 |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |
| **Q7/2** |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  | X | X |  |  |  |  |  | R | X |  |  |  |  |  |  |  |  |
| **Other** |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |
| **Sessions times: 0 - 0830-0930; 1 - 0930-1045; 2 - 1115-1230; Lunch  - 1230-1430; 3 - 1430-1545; 4 - 1615-1745; 5 - 1800→** (except for Friday, when the morning session will be 0900 to 1200 hours) |
| **Key**: 📹 – Webcast; R – Remote participation |

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|  | **Monday 1 June** | **Tuesday 2 June** | **Wednesday 3 June** | **Thursday 4 June** | **Friday 5 June** |
| 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 |
| **SG2 Plen** |  | **📹**A | **📹**A |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  | **📹**A | **📹**A |  |
| **Management** |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  | XAA |  |  |  |  |  |  |  |
| **WP1/2 Plen** |  |  | R5 |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  | R14 | R14 |  |  |  |  |
| **Q1/2\*** |  |  |  |  | R7 | R |  |  | X | X |  | X8 | X |  |  | X | X |  | X | X |  |  |  | X13 |  | X13 | X |  |  |  |  |  |  |  |  |
| **Q2/2** |  |  |  |  |  |  |  |  |  |  |  | X8 |  |  |  |  |  |  |  |  |  |  |  | X13 |  | X13 |  |  |  |  |  |  |  |  |  |
| **Q3/2** |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |
| **WP2/2 Plen** |  |  | R5 |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  | R14 | R14 |  |  |  |  |
| **Q5/2** |  |  |  |  | X | X |  |  |  | R |  |  |  |  |  | X10 | R |  |  | X |  |  |  |  |  | R13 | R |  |  |  |  |  |  |  |  |
| **Q6/2** |  |  |  |  |  |  |  |  | R |  |  |  |  |  |  | X10 |  |  |  |  |  |  | R13 |  |  |  |  |  |  |  |  |  |  |  |  |
| **Q7/2** |  |  |  |  |  |  |  |  |  |  |  | X | X |  |  | X10 |  |  | R |  |  |  |  | R13 |  |  |  |  |  |  |  |  |  |  |  |
| **Other** |  |  |  | X6 |  |  |  |  |  |  |  |  |  |  | X9 |  |  | X11 |  |  | X12 |  |  |  |  |  |  |  |  |  |  | X15 |  |  |  |
| **Sessions times: 0 - 0830-0930; 1 - 0930-1045; 2 - 1115-1230; Lunch  - 1230-1430; 3 - 1430-1545; 4 - 1615-1745; 5 - 1800→** (except for Friday, when the morning session will be 0900 to 1200 hours) |
| **Key**: 📹 – Webcast; R – Remote participation |

**Notes**

\* All sessions/joint sessions for Q1/2 normally start at 0900 hours in the morning and 1400 hours in the afternoon.

Please consult the screens for the exact meeting times for each Question. Ad-hoc groups should normally meet outside the hours of the Questions.

|  |  |
| --- | --- |
| **AA** | The Management Team will meet:* Sunday, 31 May 2020, 1430 to 1730 hours
* Thursday, 4 June 2020, 1730 to 1830 hours
 |
| **A** | **The opening plenary** of Study Group 2 will start at **0930 hours** on Monday, **1 June 2020**.**The closing plenary** of Study Group 2 will start at **1430 hours** on Friday, **5 June 2020**. |
| **1** | Opening plenary of WP2/2. |
| **2** | Joint session of Q5/2 and Q6/2. |
| **3** | These Q1/2 meetings will be used for Liaison Statement preparation. |
| **4** | Session devoted to finalizing the Q3/2 meeting report. |
| **5** | The opening plenary of WP1/2 and a joint session of Q5, 6, 7/2 will start immediately after the end of the opening plenary of SG2. |
| **6** | Newcomers' tutorial session from 1230 to 1330 hours on Monday, 1 June 2020. |
| **7** | Q1/2 will start immediately after the end of the opening plenary of WP1/2. |
| **8** | Joint session of Q1/2 and Q2/2. Once completed, Q1/2 will take the remaining time. |
| **9** | Ad-hoc meeting on streamlining PP and WTSA Resolutions from 0800 to 0900 hours on Wednesday, 3 June 2020. |
| **10** | Joint session of Qs 5/2, 6/2 and 7/2, starting at 0900 hours. Once completed, Q5/2 will take the remaining time. |
| **11** | Ad-hoc meeting on preparation for WTSA-20 from 1300 to 1400 hours on Wednesday, 3 June 2020. |
| **12** | Ad-hoc meeting on vocabulary and definitions from 1730 to 1815 hours on Wednesday, 3 June 2020. |
| **13** | Session devoted to finalizing meeting reports (WP1/2 will run in sequence: Q2/2, Q1/2). |
| **14** | **The closing plenaries** of Working Parties 1/2 and 2/2 will run in parallel from **0900 hours** on Friday, **5 June 2020**. |
| **15** | Ad-hoc group on Developing Country issues from 1230 to 1330 hours on Friday, 5 June 2020. |

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