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| ITU logo | INTERNATIONAL TELECOMMUNICATION UNION  **TELECOMMUNICATION STANDARDIZATION SECTOR**  STUDY PERIOD 2017-2020 | | | **TSAG-TD490R1** | |
| **TSAG** | |
| **Original: English** | |
| **Question(s):** | | | N/A | Geneva, 23-27 September 2019 | |
| **TD** | | | | | |
| **Source:** | | | Rapporteurs, TSAG RG-StdsStrat and RG-WP | | |
| **Title:** | | | Draft agenda for the joint meeting of TSAG Rapporteur Groups on Standardization Strategy and Work Programme, 24 September 2019, 14:30 - 15:45 hours CEST | | |
| **Purpose:** | | | Information, Discussion | | |
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| **Keywords:** | TSAG RG-StdsStrat + RG-WP meeting joint agenda; |
| **Abstract:** | This TD provides the draft agenda for the joint meeting of TSAG RG-StdsStrat and RG-WP, 24 September 2019, 14:30 - 15:45 hours CEST. |

**Action**: The joint meeting is invited to adopt this agenda.

| **Timing** | **#** | **Agenda Item** | **Docs** | **Summary and Proposal** |
| --- | --- | --- | --- | --- |
| **Tuessday**  **24 September 2019, 14:30 CEST** |  | **Joint meeting TSAG Rapporteur Groups on Standardization Strategy (RG-StdsStrat) and Work Programme (RG-WP)** |  |  |
| **14:30** | **1** | **Opening and welcome** |  |  |
|  | **2** | **Rapporteurs, RG-StdsStrat and RG-WP: draft agenda** | [TD490](https://www.itu.int/md/T17-TSAG-190923-TD-GEN-0490)-R1 | This TD provides the draft agenda for RG-StdsStrat and RG-WP joint meeting.  The joint meeting is invited to adopt this agenda. |
|  | **3** | **Rapporteur: RG-StdsStrat progress report from interim e-meetings** | [TD489](https://www.itu.int/md/T17-TSAG-190923-TD-GEN-0489) | This TD provides the draft progress report of the TSAG RG-StdsStrat interim e-meetings since January 2019.  TSAG is invited to take note of this report. |
|  | **4** | **Incoming Liaisons statements** |  |  |
|  | 4.1 | ITU-T SG15: LS/r on WTSA-20 preparations (reply to TSAG-LS20) [from ITU-T SG15] | [TD574](https://www.itu.int/md/T17-TSAG-190923-TD-GEN-0574) | This liaison answers [TSAG-LS20](http://ifa.itu.int/t/2017/ls/tsag/sp16-tsag-oLS-00020.zip).  This liaison statement provides a preliminary response to TSAG-LS20, posted as TD272/G for the 1-12 July 2019 plenary of ITU-T Study Group 15. |
|  | 4.2 | ITU-T SG17: LS on Transformation of security studies methods [from ITU-T SG17] | [TD595](https://www.itu.int/md/T17-TSAG-190923-TD-GEN-0595) | Back in August 2017 SG17 created an effort on the transformation of security studies (XSS) to support SG17 in its short, medium and long term transformation issues as a way to adapt to a very fast changing environment in the field of trust and security vs a four year study period cadence. This effort took place at SG7 meetings and in a correspondence group, CG-XSS that operated between meetings.  The below gives current status of results achieved from more than 50 TDs and more than 10 Contributions. |
|  | **5** | **Standardization statistics, metrics** |  |  |
|  | 5.1 | China (P.R.): Survey on Chinese Members in ITU-T Activities and Suggestions for the New Study Period | [C082](https://www.itu.int/md/T17-TSAG-C-0082) | This contribution summarized the survey on participation of Chinese members in ITU-T activities and their suggestions on ITU-T structure optimization, working methods, working mechanisms, and the latest new technical trends in the new study period.  According to the survey and analysis of the questionnaire, in order to take account of the requirements and the needs from the members, especially the new members from the industries, the following suggestions are made on the ITU-T Study Group optimization, working methods, working mechanisms and counseling for new members:  **1. Study Group Optimization:**   * It is suggested TSAG strengthen the coordinated standardization strategy guidance at the Study Group level, maintain the authority and professionalism of each Study Group, avoid overlapping and duplication work among groups, and disperse the input resources of participants. * It is recommended to initiate Pilot Groups related to integration of ICT with vertical industry in the new study period and construct a working group form between the Focus Group and the Study Group, to achieve the balance of the flexibility and the normativity, considering the requirements of the industry members or SME members to actively participate in the ITU-T standardization activities.   **2. Working Methods:**   * It is suggested to strengthen the guidance and methodology for the Focus Group activities in A.7 “Focus groups: Establishment and working procedures”, which will be benefit for the Focus Groups to transfer the deliverables and manage the work items. For non ITU-T members, it is necessary to have clear and explicit guidance on how to transfer the deliverables into the corresponding Study Group and how to continue to participate in the subsequent work. * It is suggested that TSB could provide all the members much more statistics data, and assessment on new work item establishment and the process of the work in all the ITU-T groups, which help them to understand the participation and contribution of each member intuitively. * It is suggested that TSAG could invite Member States, Sector Members, Associates, Academia, and Regional Office to provide their own statistic data analysis, feedback on their focus area and standardization requirement respectively.   **3. Working Mechanisms:**   * To shorten the interval between the two Plenary meetings of the Study Group to 6 months, reduce the duration of each Study Group meeting, such as avoiding repeated discussion sessions of Working Party and Plenary meetings, and enhance the efficiency of the meetings. * To shorten the life cycle of the standard development process and classify it in the establishment process, such as strategic forward research and technical application standards; adopt simplified approval procedure for the standards with urgent demand for industrial standardization. * To enhance the coordination between Focus Groups and Study Groups to avoid overlapping work, increase the effectiveness of the Focus Group deliverables and to stimulate the industry members’ participation.   **4. Counseling for New Member**   * Most of the new members have insufficient experience in the standardization work, in particular lack of knowledge on ITU-T working methods and working mechanisms. It is recommended to provide diversified HOW TO online training courses and offline regional training course for new members to get better understanding of Resolution 1 and A series of Recommendations. * It is suggested to establish feedback mechanisms for new members, sort out the main problems encountered in their initial stage of participation, and compile the response documents to the problems so that they can adapt to ITU-T work more quickly. |
|  | 5.2 | Japan: Indicators for evaluating standardization activities in ITU-T | [C088](https://www.itu.int/md/T17-TSAG-C-0088) | This contribution proposes to add the statistics of the activities of the respective Questions in Study Groups to support discussions of strategic studies on the Question structure for the next study period to be defined in the WTSA-20, and appreciation is given for the TSB’s efforts to provide statistics data regarding ITU-T Study Group works at TSAG meetings such as TD294 and TD470.  It is suggested that TSB provide standardization activity statistics which includes the status of the activities of the respective Questions. Based on the above tentative indicators, it is proposed to consider these statistics in order to accelerate discussions of strategic study structures for the next study period in the WTSA-20.  In addition, during the course of collecting data from ITU-T web pages, it was identified that there are some variations for the source names of documents such as Contribution and TD. Therefore, it is proposed to use registered/standardized source names for documents to facilitate relevant data processes. |
|  | 5.3 | BlackBerry Limited (Canada), Ericsson Canada, Inc.: ITU-T Industry participation metrics: Overall approach | [C084](https://www.itu.int/md/T17-TSAG-C-0084) | This contribution proposes an initial set of metrics for RG-StdsStrat to use to determine industry impact for the development of a strategy on the review of the structure and functioning of ITU-T. Companion contributions on ITU-T industry participation statistics: methodology and analysis (TSAG C0085) and ITU-T industry participation: detailed metrics (TSAG C0086) are submitted to complement the approach proposed in this contribution. A better understanding of the nature of participation in the study groups will be of benefit to the entire ITU-T membership in focusing resources into high priority activities for the next study period.  There is a clear benefit for ITU-T members to have access to statistics so that the progress of the work in various ITU-T study groups can be monitored and assessed, and further so that they can be leveraged to focus resources into high priority activities for the next study period. This information is especially important for members in TSAG.  It is proposed that the TSAG RG-StdsStrat consider these metrics, among possible others, to develop an analysis of the current activity within ITU-T. The analysis would involve using statistical analytics to review the data and look at the significant correlations. There may be conclusions that can be drawn from the data.  An initial implementation of compiling metrics is found in contributions TSAG C0085 and TSAG C0086.  In addition, it would be helpful if TSB could provide additional statistics in its future compilations for TSAG. |
|  | 5.4 | BlackBerry Limited (Canada), Ericsson Canada, Inc.: ITU-T Industry participation statistics: Methodology and analysis | [C085](https://www.itu.int/md/T17-TSAG-C-0085) | In this companion contribution to the “*ITU-T Industry participation metrics: Overall Approach*” (TSAG C0084), a proposed data collection methodology is outlined in which participation in study group meetings during the 2017-2020 study period is measured and assessed.  This data can provide a useful insight into the activities of the current study groups. A companion contribution *“ITU-T industry participation: Detailed metrics”* (TSAG C0086) shows some resulting charts and correlations from this data set.  It is proposed that when portions of the data be updated when additional statistics (for 2019 data) are provided by TSB (in [TD 470](https://www.itu.int/md/T17-TSAG-190923-TD-GEN-0470/en))  Additional work is needed to compile the missing metrics (from TSAG C0084either because of the work involved (e.g., leadership positions per category, or rapporteur level metrics), lack of data (e.g., new work items and supporting members) or lack of non-ITU data (e.g., mentions). It is proposed to continue this work, with the assistance of TSB, to improve the precision of the results. |
|  | 5.5 | BlackBerry Limited (Canada), Ericsson Canada, Inc.: ITU-T Industry participation: Detailed metrics | [C086](https://www.itu.int/md/T17-TSAG-C-0086) | This contribution provides industry participation data which can be used as a benchmark for understanding the priorities of both industry and government in a future ITU-T structure. This is a companion document to the “ITU-T Industry participation metrics: Overall approach” (TSAG C0084), and the “ITU-T industry participation statistics: Methodology and analysis” (TSAG C0085).  This contribution shows some resulting charts and correlations from the data set in companion contribution *“ITU-T industry participation: Methodology and analysis”* (TSAG C0085).  It is proposed that portions of the data set are updated when additional statistics (e.g., 2019 data provided by TSB in [TD 470](https://www.itu.int/md/T17-TSAG-190923-TD-GEN-0470/en)), and that these charts are also updated.  Additional work is needed to compile the missing metrics (from TSAG C0084) either because of the work involved (e.g., leadership positions per category, or rapporteur level metrics), lack of data (e.g., new work items and supporting members) or lack of non-ITU data (e.g., mentions). It is proposed to continue this work, with the assistance of TSB, to improve the precision of the results.  Finally, additional study of this data, charts and correlations is proposed to obtain useful insight into the activities of the current study groups. These insights can form part of a strategy to ensure that structure of ITU-T is optimized for the current and new work, with the goal of recommending options for the consideration of RG-WP. A companion contribution *“ITU-T industry participation: Assessment and way forward”* (TSAG C0087) proposes some findings. |
|  | 5.6 | BlackBerry Limited (Canada), Ericsson Canada, Inc, Ciena Canada.: ITU-T Industry participation metrics: Assessment and way forward | [C087](https://www.itu.int/md/T17-TSAG-C-0087) | This contribution proposes some findings based on the initial implementation of the participation metrics.  Study of ITU-T metrics data provides useful insight into the activities of the current study groups. These data-driven insights should be used to form part of a strategy to ensure that structure of ITU-T is optimized for the current and new work.  The metrics and correlations show that industry participation has a clear impact to the value of ITU-T Recommendations in the market. Given the benefit of industry engagement in ITU-T, TSAG should recognize this, and study how to create a structural environment that would improve industry engagement across the areas of ITU-T expertise. This goal should be included by RG-WP, in the review of the study group structure for the next study period. That is, following industry guidance on the study group structure should increase industry participation and the impact of ITU-T in the market.  It will also be important that the analysis of the metrics of industry participation in ITU-T continues. This ongoing analysis should look to incorporate the statistics concerning participation and outputs at the rapporteur group level, as well as in joint meetings with international organizations such as IEC/ISO JTC1. |
|  | 5.7 | TSB: Statistics regarding ITU-T study group work (position of 2019-09-20) | [TD470](https://www.itu.int/md/T17-TSAG-190923-TD-GEN-0470) | This TD includes reports of statistics for the various SGs previously provided to TSAG for information and includes data on the following: (a) download of ITU-T Recommendations; (b) outcomes of SG meetings (since 1 December 2018 to 20 September 2019, except for the most recent SG17 and SG5 meetings); (c) rapporteur group meetings; and (d) "stale work items" (cut-off date: 28 March 2018). |
|  | **6** | **Future trends** |  |  |
|  | 6.1 | China Mobile Communications Corporation, China Unicom, Huawei Technologies Co., Ltd. (China), China (P.R.): "New IP, Shaping Future Network": Propose to initiate the discussion of strategy transformation for ITU-T | [C083](https://www.itu.int/md/T17-TSAG-C-0083) | This contribution proposes a number of important strategic opportunities for ITU-T in the next study period and gives a suggestion to make a strategic transformation responding to the challenges faced. An ad-hoc meeting is suggested so that a tutorial can be given.  As the WTSA-20 is approaching, it is the right time for ITU-T to consider designing a new information and communications network with new protocol system that satisfies and serves for the future. There are great opportunities for ITU-T to play a leading role in a strategic transformation and pay more attention to the new future network research with New IP protocol system. As the international technology and standard organization, ITU-T is suggested to take a long-term view and shoulder the responsibility of a top-down design for the future network. Instead of one or two groups, the long-term work requires to have overall planning especially in the high-level planning. Therefore, the significant work in ITU-T would guide the global research and industrial development in future decades.  The purpose of this contribution is to suggest ITU-T to start a further long-term research now and in the next study period, which will include but is not limited to:   1. Arrange an ad-hoc meeting or a special session in TSAG. We would like to provide a tutorial for sharing our research and views as the background and basic document for ITU-T experts to analyse the possible ways and thoughts on the challenges which ITU-T is facing. 2. Making global and strategic plans in the next study period, which focus on future network development. Besides the current work, ITU-T should engage in high-level strategic planning to explore the global developing framework for the future network. 3. The related Study Groups of ITU-T, such as SG13, SG17, SG11 and SG20, are suggested to set up new Questions (Q) to discuss the future-oriented technologies, which push the current research further. |
|  | 6.2 | TSB Director: Tutorial on C83 - New IP: Shaping the Future Network | [TD598](https://www.itu.int/md/T17-TSAG-190923-TD-GEN-0598) | This tutorial addresses a number of important strategic opportunities for ITU-T in the next study period and gives a suggestion to make a strategic transformation responding to the challenges faced. |
|  | **7** | **Strategic standardization functions/entities** |  |  |
|  | 7.1 | Symantec Corporation (United States): Initial proposition for an Architecture Advisory Board (AAB) | [C099](https://www.itu.int/md/T17-TSAG-C-0099) | This contribution is an initial proposition for an Architecture Advisory Board (AAB). |
|  | **8** | **Sustainable Development Goals (SGDs)** |  |  |
|  | 8.1 | Japan: Indicators for evaluating standardization activities in ITU-T | [C089](https://www.itu.int/md/T17-TSAG-C-0089) | This contribution proposes a mapping matrix of correspondence between SDGs and the Questions studied in Study Groups incorporating the expected impact to SDG Targets, to clarify how each Study Group can contribute to which SDGs as a standardization strategy in examining future new work items.  Japan believes that future standardization activities in ITU-T should be re-evaluated along with the SDGs, and that they will contribute to creating innovative ways for building a sustainable and human-centred society which are the goals of the SDGs.  In conclusion, Japan suggests the recommended actions shown below and expects further discussion in the TSAG for future action plans.  **Recommended Action 1**: Verification of preliminary mapping matrix TSAG should ask TSB to review the description of the ITU-T Study Group Result (Attachment 1) and the contents of Table 2, and if necessary, TSB should revise Table 2.  **Recommended Action 2**: Initiation of group for discussion of criteria and Questionnaire TSAG should initiate the group for discussion of the criteria (Table 2, classified list of SDG Targets and the draft questionnaire. Afterwards, TSAG should lead discussions to finalize the mapping criteria and define procedures for the mapping of new work items versus SDG Targets including the questionnaire.  **Recommended Action 3**: Encourage Explicit commitment to SDGs in Study Group activities  In order to accelerate contribution to (prioritized) SDGs in developing Recommendations in Study Groups and Work Program, TSAG should take the its initiatives to request each Study Group (including Working Party and Question) declare commitment to the selected SDG Targets during new work item discussion. For example, during the initiation process of a new work item, proposal of the work item should include how it will contribute to the selected SDG Targets through the questionnaire.  **Recommended Action 4**: Development of Guidance for Standardization Strategy planning For the future development of Recommendations, TSAG should start discussions for the development of written guidance for procedures of the declaration of contribution to the SDGs; e.g. explicit declaration in the business plan and/or the scope of Questions, etc. |
|  | **9** | **Discussion** |  |  |
|  | **10** | **Conclusions and way forward** |  |  |
|  | **11** | **AOB** |  |  |
| **15:45** | **12** | **Closure of the meeting** |  |  |

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