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| **TSAG** |
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| **Source:** | Chairman, TSAG |
| **Title:** | Terms of Reference for the JCA-QIT |
| **Purpose:** | Proposal |
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| **Keywords:** | QIT; JCA;  |
| **Abstract:** | This document proposes draft Terms of Reference for a new ITU-T JCA on Quantum Information Technology (QIT). |

Action:TSAG is invited to agree the Terms of Reference.

**Terms of Reference for the JCA-QIT**

1. Scope

The scope of JCA-QIT is coordination of the ITU-T quantum information technology (QIT) standardization work with focus on quantum key distribution networks (QKDN) within ITU-T and coordination of the communication with standards development organizations, consortia and forums also working on QIT related standards.

The JCA operates under the terms of Recommendation ITU-T A.1, clause 5. The JCA operates according to the instruction in WTSA-16 Resolution 92.

1. Objectives
* The JCA-QIT ensures that the ITU-T QIT standardization work with focus on QKDN is progressed in a well-coordinated manner among relevant study groups, in particular, Study Group 11 on protocols and interoperability, Study Group 13 on network architecture and functions, and Study Group 17 on security.
* Whenever duplication of effort or planning issues are discovered, the JCA-QIT will report this to Study Group 13 (parent group TBD) as the lead study group to coordinate all activities related to QIT with other relevant study groups.
* The JCA-QIT considers and encourages possibilities of co-operation on QIT with relevant SDOs such as ISO/IEC JTC1, ETSI, IEEE, IETF, MEF, etc.
* The JCA-QIT analyzes the work of standards development organizations, consortia and forums for use in its coordination function and provides information on this work for use by the relevant study groups in planning their work.
* In order to avoid duplication of work and assist in coordinating the work of the study groups, the JCA-QIT acts as a point of contact within ITU-T and with other standards development organizations, consortia and forums working on QIT related standards.
* The JCA-QIT maintains the roadmap for QIT standardization which addresses on-going and published specifications from ITU, other relevant standard development organization, consortia and forums.
* In carrying out the internal coordinating role, participants in the JCA-QIT will include representatives of relevant ITU-T study groups and other ITU groups.
* In carrying out the external collaboration role, representatives from other relevant standards development organizations, regional/national organizations, consortia and forums shall be invited to join the JCA-QIT.
1. Participation

Participation is open to official representatives of all ITU-T SGs and TSAG and all ITU-T SG secretariat. Other ITU groups and relevant external bodies, standardization organizations in particular, may be invited to appoint a representative to join the group.

1. Administrative support

ITU-T Telecommunications Standardization Bureau (TSB) will provide secretariat and facilities required by JCA-QIT.

1. Meetings

The JCA-QIT works electronically using teleconferences and with face-to-face meetings which normally occurs concurrently with study groups involved in JCA-QIT, particularly SG13. Any meetings will be held as determined by the JCA-QIT and will be announced to its participants by the JCA e-mail reflector and posted on the ITU-T website of JCA-QIT.

1. Parent group and progress reports

The JCA-QIT reports its activities to SG13 at its meetings. An executive summary will be sent to SG13 after each JCA-QIT meeting. Progress reports and proposals will be sent to relevant study groups as necessary, in accordance with Recommendation ITU-T A.1, clause5.

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