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| **Title:** | | Amendments to Clause 2.4 Recommendation ITU-T A.1 | | | |
| **Contact:** | | Phil Rushton Department of Science Innovation and Technology United Kingdom | | | Tel: +xx E-mail: philrushton@rcc-uk.uk |
| **Contact:** | | Paul Redwin Department of Science Innovation and Technology United Kingdom | | | Tel: +xx E-mail: paul.redwin@dsit.gov.uk |

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| **Abstract:** | Clause 2.4 of Recommendation ITU-T A.1 has been discussed in rapporteur group meetings of Working Methods (RGM-WG) since the last TSAG. This contribution proposes editorial comments to the sub clauses of clause 2.4. |

**Introduction**

In the discussions of Clause 2.4 of Recommendation ITU-T A.1, there were a number of amendments made. In reviewing those amendments, the UK believes that some further editorial amendments of the sub clauses would assist in clarifying the intent of the clause as a whole.

**Discussion**

The proposed amendments that are presented in the annex to this document address aspects of clarification and readability.

The issue of clarification has two elements. The first is that the Director of the TSB has the responsibility for the administration of the sector, and, as is done elsewhere, takes the final decision on actions that are his responsibility.

The second is align the process for communication with members with regard to non-attendance between appointments by WTSA and those by the study group. As such the UK believes that all communication should be through the Director of the TSB in order to ensure that the issue is treated with appropriate significance.

The issue of readability is to move clause 2.4.3 after clause 2.4.4. The UK believes that this re-ordering of the sub clauses aids the readability of the clause as a whole by associating appropriate paragraphs together.

**Proposal**

That the amended text in the annex to this contribution be taken as the base text for clause A2.4 of Recommendation ITU-T A.1 when considering either determination or future evolution

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## Annex – Amendments to Clause 2.4 of Recommendation A.1 as in TSAG-TD-Gen-395

## 2.4 Attendance of chairs, vice-chairs and rapporteurs

**2.4.1** Delegates, on accepting a role of chair, vice-chair, rapporteur or associate rapporteur, are expected to have the necessary support of their Member State, Sector Member, Associate or Academia to fulfil this commitment throughout the study period. Similarly, editors are expected to have the necessary support throughout the lifetime of their tasks. Their attendance (or remote participation when applicable) is critical to the effective functioning of their respective groups.

**2.4.2** After each study group meeting, TSAG (see 4.10 of [WTSA Res. 1]) and the Director of TSB shall be advised of the non-attendance (or remote participation when applicable) of chairs and vice-chairs appointed by WTSA, together with the reason, if known. Study groups shall take prompt action to raise the issue with the Director to discuss with the members concerned in an attempt to encourage and facilitate participation of these delegates (or nomination of a replacement).

**2.4.4** The Director shall report to the next WTSA the non-attendance (or remote participation when applicable) of chairs and vice-chairs of study groups (appointed by WTSA or by the study group), so that this information is considered when appointing or re-appointing chairs and vice-chairs for the next study period.

of working parties

**2.4.5** At each Question or rapporteur group meeting, rapporteurs and the study group management team shall be informed of the non-attendance (or remote participation when applicable) of associate rapporteurs and editors of their group, if those delegates have a role to play at the given meeting, together with the reason, if known. The study group management team shall advise the Director of the TSB to discuss with the members concerned in an attempt to encourage and facilitate participation of these delegates (or nomination of a replacement). Associate rapporteurs and editors who fail to attend two consecutive meetings where they have a role to play (or to participate remotely when applicable), without notifying the rapporteur, shall be removed from their position.