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|  | INTERNATIONAL TELECOMMUNICATION UNION  **TELECOMMUNICATION STANDARDIZATION SECTOR**  STUDY PERIOD 2022-2024 | | | TSAG-TD007 |
| TSAG |
| Original: English |
| **Question(s):** | | N/A | | Geneva, 12-16 December 2022 |
| **TD** | | | | |
| **Source:** | | Chairman WP1/TSAG | | |
| **Title:** | | Closing WP1 agenda (Geneva, 12-16 December 2022) | | |
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| **Abstract:** | This TD contains the agenda for the closing session of the WP1/TSAG "Working methods and related WTSA preparations" (WP-WMW) at this meeting. |

1. Opening and approval of the agenda
2. Documentation ([Annex A](#AnnexA))
3. Review the outcomes of rapporteur group on working methods (RG-WM)
4. Review the outcomes of rapporteur group on WTSA Preparations (RG-WTSA)
5. Report of Working Party 1
6. Future Meetings
7. AOB
8. Closing

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|  |  | **Opening and approval of the agenda** |  |  |
|  |  | **Documentation** |  |  |
|  |  | **Review outcomes of rapporteur group on working methods (RG-WM)** |  |  |
|  |  | Report of RG-WM | [TD15R1](https://www.itu.int/md/T22-TSAG-221212-TD-GEN-0015/en) | For **agreement** by WP1, and then by TSAG. |
|  |  | **Actions to be taken by WP1** |  |  |
|  |  | **RG-WM-1:** Revised Supplement 2 to the ITU-T A-series Recommendations "Guidelines on interoperability experiments” | [TD149](https://www.itu.int/md/T22-TSAG-221212-TD-GEN-0149/en)R1 | For **agreement** by WP1, and then by TSAG. |
|  |  | **RG-WM-2:** Revised Supplement 4 to the ITU-T A-series Recommendations "Guidelines for remote participation" | [TD155](https://www.itu.int/md/T22-TSAG-221212-TD-GEN-0155/en)R1 | For **agreement** by WP1, and then by TSAG. |
|  |  | **RG-WM-3:** LS/o on the new edition of Supplement 4 to ITU-T A-series Recommendations "Guidelines for remote participation" [to all ITU-T groups, RAG and TDAG] | [TD157](https://www.itu.int/md/T22-TSAG-221212-TD-GEN-0157/en)R1 | For **approval** by WP1, and then by TSAG. |
|  |  | **RG-WM-4:** LS/o on updated guidelines for remote participation and appointment of representative [to the Inter-Sector Coordination Group (ISCG)] | [TD156](https://www.itu.int/md/T22-TSAG-221212-TD-GEN-0156/en)R1 | For **approval** by WP1, and then by TSAG. |
|  |  | **RG-WM-5:** Changing the title of the associate rapporteur on e-meetings to "Associate rapporteur on remote participation" |  | For **approval** by WP1, and then by TSAG. |
|  |  | **RG-WM-6:** Appoint Mr. Phil Rushton (UK) as TSAG representative (on remote participation) to the Inter-Sector Coordination Group (ISCG) |  | For **approval** by WP1, and then by TSAG. |
|  |  | **RG-WM-7:** Appoint Ms Ena Dekanic (USA), as Editor of ITU-T A.7 in addition to Mr Olivier Dubuisson (current editor) |  | For **approval** by WP1, and then by TSAG. |
|  |  | **RG-WM-8:** Request TSB to discuss further with ITU IS Department to make the Recommendation-series title also available in their set of Recommendation download pages |  | For **approval** by WP1, and then by TSAG. |
|  |  | **Review outcomes of rapporteur group on WTSA-24 preparation (RG-WTSA)** |  |  |
|  |  | Report of RG-WTSA | [TD19R1](https://www.itu.int/md/T22-TSAG-221212-TD-GEN-0019/en) | For **agreement** by WP1, and then by TSAG. |
|  |  | **Actions to be taken by WP1** |  |  |
|  |  | **RG-WTSA-1:** Agreement to develop two guideline/handbook documents, one for Resolutions streamlining and review principles, the other for WTSA chairpersons of COM and AHG | [TD19R1](https://www.itu.int/md/T22-TSAG-221212-TD-GEN-0019/en)  Annexes A and B | For **agreement** by WP1, and then by TSAG. |
|  |  | **Report of Working Party 1** |  |  |
|  |  | Draft report of WP1 | [TD08](https://www.itu.int/md/T22-TSAG-221212-TD-GEN-0008/en) | For **adoption** by WP1, and then by TSAG. |
|  |  | **Future meetings** |  |  |
|  |  | **Suggested future meetings of RG-WM** | (taken from [TD15R1](https://www.itu.int/md/T22-TSAG-221212-TD-GEN-0015/en)) |  |
|  |  | **Action RG-WM-9:** Agreement to hold the following RGMs:   1. 01 Feb 2023, 13:00-15:00 Geneva time (editing session for Rec. ITU-T A.1) 2. 14 Feb 2023, 13:00-15:00 Geneva time (editing session for Rec. ITU-T A.7) 3. 28 Feb 2023, 13:00-15:00 Geneva time (editing session on Rec. ITU-T A.8 and draft new A.Sup-RA; discussion on the SG17 incubation mechanism) 4. 30 Mar 2023, 12:00-15:00 Geneva time (governance and management of meetings with remote participation) 5. 18 Apr 2023, 13:00-15:00 Geneva time (editing session for Rec. ITU-T A.7) 6. 27 Apr 2023, 12:00-15:00 Geneva time (governance and management of meetings with remote participation) 7. 04 May 2023, 13:00-15:00 Geneva time (editing session for Rec. ITU-T A.1)   Contribution deadline: 10 days before. |  | For **agreement** by WP1, and then by TSAG. |
|  |  | **Suggested future meetings of RG-WTSA** | (taken from [TD19R1](https://www.itu.int/md/T22-TSAG-221212-TD-GEN-0019/en)) |  |
|  |  | **Action RG-WTSA-2:** Agreement to hold the following RGMs:   1. 9 Mar, 13:00-15:00 Geneva time (contribution deadline: 1 March 2023) 2. 13 Apr., 13:00-15:00 Geneva time (contribution deadline: 5 April 2023) 3. 11 May, 13:00-15:00 Geneva time (contribution deadline: 3 May 2023)   Contributions invited on:   1. Resolutions mapping analysis on WTSA-20 Res. with Resolutions from PP-22, WTDC-21 and RA. 2. Resolution streamlining and review principles, and guidelines on how to draft a good Resolution; 3. Guidelines/handbook on how to chair WTSA meeting in a more effective and rules-based way 4. Draft texts from editors who are also the two RG-WTSA associate rapporteurs should be ready for consideration by TSAG meeting in June 2023 |  | For **agreement** by WP1, and then by TSAG. |
|  |  | **AOB** |  |  |
|  |  | **Closure of meeting** |  |  |

Annex A  
Documentation

Documents addressed to WP1/TSAG closing plenary

| Doc # | Source | Title | Destination |
| --- | --- | --- | --- |
| [TSAG-TD007](https://www.itu.int/md/T22-TSAG-221212-TD-GEN-0007) | WP1 Chairman | Closing WP1 agenda | WP1 |
| [TSAG-TD008](https://www.itu.int/md/T22-TSAG-221212-TD-GEN-0008) | WP1 Chairman | (Draft) WP1 meeting report | PLEN |
| [TSAG-TD015R1](https://www.itu.int/md/T22-TSAG-221212-TD-GEN-0015) | Rapporteur RG-WM | Report RG-WM | WP1 |
| [TSAG-TD019R1](https://www.itu.int/md/T22-TSAG-221212-TD-GEN-0019) | Rapporteur RG-WTSA | Report RG-WTSA | WP1 |
| [TSAG-TD149R1](http://www.itu.int/md/meetingdoc.asp?lang=en&parent=T22-TSAG-221212-TD-GEN-0149) | Rapporteur, RG-WM | Output of editing session on Revised Supplement 2 to ITU-T A-series Recommendations "Guidelines on interoperability experiments" (13 Dec 2022, 13h30-14h30) | WP1, RG-WM |
| [TSAG-TD155R1](http://www.itu.int/md/meetingdoc.asp?lang=en&parent=T22-TSAG-221212-TD-GEN-0155) | Editor, A Suppl. 4 | Output of editing session on revised Supplement 4 to ITU-T A-series Recommendations "Supplement on guidelines for remote participation" | WP1, RG-WM |
| [TSAG-TD156R1](http://www.itu.int/md/meetingdoc.asp?lang=en&parent=T22-TSAG-221212-TD-GEN-0156) | Associate Rapporteur, RG-WM | oLS on remote participation to the Inter-Sector Coordination Group (ISCG) | WP1, RG-WM |
| [TSAG-TD157R1](http://www.itu.int/md/meetingdoc.asp?lang=en&parent=T22-TSAG-221212-TD-GEN-0157) | Associate Rapporteur, RG-WM | oLS to all ITU-T groups, RAG and TDAG informing about the new edition of Supplement 4 to ITU-T A-series Recommendations "Supplement on guidelines for remote participation" | WP1, RG-WM |

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