|  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- |
|  | INTERNATIONAL TELECOMMUNICATION UNION  **TELECOMMUNICATION STANDARDIZATION SECTOR**  STUDY PERIOD 2022-2024 | | | | TSAG-TD014R3 |
| TSAG |
| Original: English |
| **Question(s):** | | | RG-WM | | Geneva, 12-16 December 2022 |
| **TD** | | | | | |
| **Source:** | | | Rapporteur, TSAG Rapporteur group on working methods | | |
| **Title:** | | | Draft agenda RG-WM "Working methods", 13, 14 and 15 December 2022 | | |
| **Contact:** | | Olivier Dubuisson  Orange France | | Tel: +33 6 74 95 46 37 E-mail: [olivier.dubuisson@orange.com](mailto:olivier.dubuisson@orange.com) | |

|  |  |
| --- | --- |
| **Abstract:** | This TD provides the agenda for the RG-WM sessions during the TSAG plenary meeting. |

**Action required**:RG-WM is invited to adopt this agenda.

*Note: Documents between parentheses are not expected to be introduced, unless otherwise requested.*

Revision 2 of this TD includes a few updates in agenda items from 10 to 19.

Revisions 3 of this TD includes a few updates in agenda item from 16 to 19.

| **Timing** | **#** | **Agenda item** | **Docs** | **Summary and proposal** |
| --- | --- | --- | --- | --- |
| **Tuesday, 13 Dec 2022**  09:30-10:45 Geneva time |  | **TSAG Rapporteur group on working methods (RG-WM)** | | |
| 09:30 | **1** | **Opening and welcome** | | |
|  | 1.1 | TSB: TSAG interactive remote participation guidelines – Zoom | [TD54](https://www.itu.int/md/T22-TSAG-221212-TD-GEN-0054/en) | To be **considered by remote participants**. |
|  | 1.2 | Supplement 4 to the ITU-T A-series "Supplement on guidelines for remote participation" | [A Suppl.4](https://www.itu.int/ITU-T/recommendations/rec.aspx?rec=12580) | To be **considered by remote participants**. |
|  | 1.3 | Chairman, TSAG: Proposed TSAG structure, organization and leadership for the 2022-2024 study period | [TD64](https://www.itu.int/md/T22-TSAG-221212-TD-GEN-0064/en)R1 | To be **noted** by RG-WM. |
|  | **2** | **Agenda** | | |
|  | 2.1 | Rapporteur, TSAG RG-WM: Draft agenda | [TD14](https://www.itu.int/md/T22-TSAG-221212-TD-GEN-0014/en) (this document) | RG-WM is invited to **adopt** this agenda. |
|  | 2.2 | Chairman, TSAG: Document allocation and work plan | ([TD2](https://www.itu.int/md/T22-TSAG-221212-TD-GEN-0002/en)R2) | To be **noted**. Documents relevant to RG‑WM are listed in this agenda. |
| 09:40 | **3** | **WTSA-20 and PP-22 results** | | |
|  | 3.1 | Director, TSB: Action plan related to the Resolutions and Opinion of WTSA | ([TD24](https://www.itu.int/md/T22-TSAG-221212-TD-GEN-0024/en)) | The WTSA-20 Action Plan is a monitoring and reporting tool to keep track of the implementation of WTSA Resolutions and Opinion. This TD contains the new, initial WTSA-20 Action Plan, which was developed and that has been updated since March 2022.  RG-WM is invited to take **note** of the WTSA-20 action plan. Action items assigned to RG-WM are listed in [TD117R2](https://www.itu.int/md/T22-TSAG-221212-TD-GEN-0117/en). |
|  | 3.2 | Chairman, TSAG: TSAG action plan for the 2022-2024 study period | ([TD65R1](https://www.itu.int/md/T22-TSAG-221212-TD-GEN-0065/en)) | RG-WM is invited to **utilize** this action plan. Action items assigned to RG-WM are listed in [TD117R2](https://www.itu.int/md/T22-TSAG-221212-TD-GEN-0117/en). |
|  | 3.3 | Director, TSB: Highlights of ITU Plenipotentiary Conference 2022 of interest to ITU-T | ([TD23](https://www.itu.int/md/T22-TSAG-221212-TD-GEN-0023/en)) | This TD summarizes the main highlights of PP-22 with an interest or an impact on ITU‑T.  RG-WM is invited to **note** the document. Items relevant to RG-WM are listed in [TD117R2](https://www.itu.int/md/T22-TSAG-221212-TD-GEN-0117/en). |
|  | 3.4 | TSB: New actions for TSAG from PP-22 | ([TD68](https://www.itu.int/md/T22-TSAG-221212-TD-GEN-0068/en)) | RG-WM is invited to **take action** as appropriate. Actions assigned to RG-WM are listed in [TD117R2](https://www.itu.int/md/T22-TSAG-221212-TD-GEN-0117/en). |
|  | 3.5 | Rapporteur, TSAG RG-WM: TSAG, WTSA-20 and PP-22 results related to working methods | ([TD117R2](https://www.itu.int/md/T22-TSAG-221212-TD-GEN-0117/en)) | RG-WM is asked to **note** this TD. RG‑WM participants are invited to use this TD for possible contributions to future TSAG meetings. |
| 09:45 | **4** | **Results of ad hoc group on governance and management of e-meetings (AHG-GME**), led by the Associate Rapporteur on e-meetings | | |
|  | 4.1 | TSB Director: WTSA-20: Use of in-person and virtual options on an equal footing in the activities of the ITU Telecommunication Standardization Sector | ([TD133](https://www.itu.int/md/T22-TSAG-221212-TD-GEN-0133/en)) | This document **informs** TSAG about proposed (but not adopted) draft new WTSA-20 Resolution [IAP- 3] on Use of in-person and virtual options on an equal footing in the activities of the ITU Telecommunication Standardization Sector. |
|  | 4.2 | Rapporteur, TSAG RG-WM: TSAG, WTSA-20 and PP-22 results related to working methods | ([TD117R2](https://www.itu.int/md/T22-TSAG-221212-TD-GEN-0117/en), item 2) | For **information**. |
|  | 4.3 | ITU-T SG15: LS/i on guidelines on e-meetings | ([TD104](https://www.itu.int/md/T22-TSAG-221212-TD-GEN-0104/en)) | SG15 has several guidelines that supplement the working methods of Rec. ITU-T A.1. These are attached for the consideration of TSAG. This TD has **already been handled** by AHG-GME. |
|  | 4.4 | Chairman, AHG-GME: Overall activity chair's report (Dec 2021 - Dec 2022) | [TD42](https://www.itu.int/md/T22-TSAG-221212-TD-GEN-0042/en) (Annex B) | This report describes the work of AHG-GME, identifies the output that was submitted to TSAG, and proposes that the output of the AHG-GME be **considered** by TSAG in the deliberations of its next steps for governance and management of e-meetings. Annex B has been assigned to RG-WM. |
|  | 4.5 | Chairman, AHG-GME: AHG-GME discussion output on "Conduct of meetings with remote participation" (Jan-Dec 2022) | [TD110](https://www.itu.int/md/T22-TSAG-221212-TD-GEN-0110/en) | This TD contains two versions of the output of AHG-GME: one marked-up version and one (slightly edited) clean version for consideration in future activity related to establishing the rules and governance of e-meetings within the ITU-T Sector.  Proposal: That the text in Annex B be used as the **basis for further discussions** under the auspices of TSAG. |
|  | 4.6 | United States: Comments on AHG-GME output on conduct of meetings with remote participation | [C1](https://www.itu.int/md/T22-TSAG-C-0001/en) | This contribution proposes a few clarifications to the output of AHG‑GME in [TD110](https://www.itu.int/md/T22-TSAG-221212-TD-GEN-0110/en). |
|  | 4.7 | Korea (Rep. of): Proposal for a way forward for future work with the result of AHG-GME | [C2](https://www.itu.int/md/T22-TSAG-C-0002/en) | This contribution proposes to **revise A Suppl. 4** with the proposed text in [TD110](https://www.itu.int/md/T22-TSAG-221212-TD-GEN-0110/en), under the purview of existing rules such as Rec. ITU-T A.1 , WTSA Resolution 1 and PP Resolution 167. |
|  | 4.8 | Ericsson Canada, Ciena Canada, Canada: Comments on [TD110](https://www.itu.int/md/T22-TSAG-221212-TD-GEN-0110/en): Output Report on AHG-GME; TSAG input to Annex 1 of PP Resolution 167 | [C11](https://www.itu.int/md/T22-TSAG-C-0011/en) | In order to assist the Council in the determination of guidelines, it is proposed as a practical matter that the work of AHG-GME be continued to address the points in [C11](https://www.itu.int/md/T22-TSAG-C-0011/en) and perhaps other points in a **new Rapporteur Group** under Working Party 1 under the same leadership as the AHG. It is also proposed that the responses from the advisory groups be reviewed on an ongoing basis by the **Inter-Sector Coordination Group** to ensure that all matters identified for Council input are taken into account. |
|  | 4.9 | Editor, A Suppl. 4: Working document to support the discussion on a possible revision of Supplement 4 to ITU-T A-series Recommendations "Supplement on guidelines for remote participation" | [TD123R1](https://www.itu.int/md/T22-TSAG-221212-TD-GEN-0123/en) | RG-WM to **discuss** this attempt to retrofit [TD110](https://www.itu.int/md/T22-TSAG-221212-TD-GEN-0110/en) (taking account of [C2](https://www.itu.int/md/T22-TSAG-C-0002/en) and [C11](https://www.itu.int/md/T22-TSAG-C-0011/en)) in [A Suppl.4](https://www.itu.int/ITU-T/recommendations/rec.aspx?rec=12580).  (Associated entry in [ITU-T Work programme](https://www.itu.int/ITU-T/workprog/wp_item.aspx?isn=10554)) |
|  | 4.10 | Inter-Sectoral Coordination Task Force (ISC-TF): Report of the ISC-TF | ([TD49](https://www.itu.int/md/T22-TSAG-221212-TD-GEN-0049/en)) | "*Remote participation*: the Zoom platform has been integrated with the ITU’s registration, authentication, and access control system (CRM), ensuring global access by means of the ITU User Account. […] Although TSB will continue to use two different platforms (Zoom and MyMeetings) due to the number of events in parallel for which the MyMeetings platform does not require multiple licenses. All ITU events can be accessed through the [Events Overview](https://www.itu.int/en/events/Pages/default.aspx) portal." For **information.** |
| 10:35 | **5** | **Supplement 2 to the ITU-T A-series Recommendations "Guidelines on interoperability experiments"** | | |
|  | 5.1 | Telecom Italia S.p.A., A1 Telekom Austria AG, Mandat International, Vodafone GmbH: Proposal to revise A.Suppl.2 | [C4](https://www.itu.int/md/T22-TSAG-C-0004/en) | This contribution proposes to **revise** the existing text of Supplement 2 to the A-series extending it to Proof-of-Concept events. |
|  | 5.2 | Rapporteur, RG-WM: Working document to discuss a possible update of Supplement 2 to ITU‑T A-series Recommendations | [TD137](https://www.itu.int/md/T22-TSAG-221212-TD-GEN-0137/en) | This TD is a working document to support the **discussion** about Supplement 2 based on contribution C4. |
| **Wednesday, 14 Dec 2022**  09:30-10:45 Geneva time | **6** | **Rec. ITU-T A.7 "Focus groups: Establishment and working procedures"** | | |
|  | 6.1 | Rapporteur, TSAG RG-WM: TSAG, WTSA-20 and PP-22 results related to working methods | ([TD117R2](https://www.itu.int/md/T22-TSAG-221212-TD-GEN-0117/en), item 1) | WTSA20 WG3A invited TSAG to **continue study** A.7 related issues. |
|  | 6.2 | United States: Continuing study of revisions to Rec. ITU-T A.7 | [C7](https://www.itu.int/md/T22-TSAG-C-0007/en) | The United States propose:  (1) To carry forward the two proposals from WTSA-20 to modify Rec. ITU-T A.7, namely [EUR/38A19/1](https://www.itu.int/md/dologin_md.asp?lang=en&id=T17-WTSA.20-C-0038!A19-L1!MSW-E) and [IAP/39A20/1](https://www.itu.int/md/dologin_md.asp?lang=en&id=T17-WTSA.20-C-0039!A20-L1!MSW-E) [*note: WTSA-20 also received two proposals for NOC from Arab States (*[*ARB/36A12-1/1*](https://www.itu.int/dms_pub/itu-t/md/17/wtsa.20/c/T17-WTSA.20-C-0036!A12-R1!MSW-E.docx)*) and RCC (*[*RCC/40A27/7*](https://www.itu.int/dms_pub/itu-t/md/17/wtsa.20/c/T17-WTSA.20-C-0040!A27!MSW-E.docx)*)*];  (2) That RG-WM **appoints an Editor** to compile the two proposals into a single consolidated baseline text, which will serve as the starting point for further discussion;  (3) That RG-WM continues consideration of Rec. ITU-T A.7 on the basis of this new TD, with the goal of developing agreed revisions for TSAG to submit to WTSA-24. |
|  | 6.3 | Editor, Rec. ITU-T A.7: Compilation to support the discussion on Recommendation ITU-T A.7 | [TD122](https://www.itu.int/md/T22-TSAG-221212-TD-GEN-0122/en)R1 | This TD attempts to address contribution C7 by providing a proposal for the consolidated revised text that compiles the two WTSA-20 proposals to modify Rec. ITU-T A.7. For **discussion** at interim rapporteur group meetings. |
| 09:45 | **7** | **Rec. ITU-T A.8 "Alternative approval process for new and revised ITU-T Recommendations"** | | |
|  | 7.1 | ITU-T SG15: LS/i on concerns with deadline changes in Rec. ITU-T A.8 | [TD103](https://www.itu.int/md/T22-TSAG-221212-TD-GEN-0103/en) | SG15 requests TSAG to **clarify** the WTSA changes to Rec. ITU-T A.8. |
|  | 7.2 | TSB: Some issues identified concerning the AAP process after WTSA-20 changes | [TD111](https://www.itu.int/md/T22-TSAG-221212-TD-GEN-0111/en) | This document brings two issues identified in the Alternative Approval Process (AAP) after the modifications introduced by WTSA-20 in ITU-T A.5 and A.8. Possible ways forward are suggested to assist TSAG in determining possible **actions** on this topic, if any. |
|  | 7.3 | Rapporteur, RG-WM: Working document to discuss possible changes to Rec. ITU-T A.8 | [TD138](https://www.itu.int/md/T22-TSAG-221212-TD-GEN-0138/en) | This TD is a working document to support the **discussion** about Rec. ITU-T A.8 based on the feedback found in TD103 and TD111. |
| 10:15 | **8** | **Electronic working methods** | | |
|  | 8.1 | Rapporteur, TSAG RG-WM: TSAG, WTSA-20 and PP-22 results related to working methods | ([TD117R2](https://www.itu.int/md/T22-TSAG-221212-TD-GEN-0117/en), item 2) | For **information**. |
|  | 8.2 | ITU-T SG15: LS/i on ITU-T SG15 EWM Liaison Report | [TD105](https://www.itu.int/md/T22-TSAG-221212-TD-GEN-0105/en) | This is an **informational** liaison on the report of the SG15 EWM coordination team. |
|  | 8.3 | TSB: Feedback to ITU-T SG15 EWM Liaison Report ([TD105](https://www.itu.int/md/T22-TSAG-221212-TD-GEN-0105/en)) | [TD115](https://www.itu.int/md/T22-TSAG-221212-TD-GEN-0115/en) | Answers the feedback from SG15 in [TD105](https://www.itu.int/md/T22-TSAG-221212-TD-GEN-0105/en). |
|  | 8.4 | Director, TSB: Electronic working methods services and database applications report | [TD28](https://www.itu.int/md/T22-TSAG-221212-TD-GEN-0028/en) | This TD describes actions taken since the last TSAG Jan 2022 meeting to improve electronic working methods and tools for the membership. (In particular, clause 2.3.5 is related to the 3 following TDs.) TSAG is invited to **note** this document. |
|  | 8.5 | ITU-T SG16: LS/r on smart TV Operating System (reply to SG9-LS158) | [TD70](https://www.itu.int/md/T22-TSAG-221212-TD-GEN-0070/en) | ITU-T Q13/16 is still concerned about the titles adopted for the TVOS Recommendation series, where no information about its scope on cable set-top boxes and cable TV sets are included. […] SG16 draws the attention of RG-WM on assistance for **improving visibility in general of metadata** related to ITU-T Recs and to include it as a follow up item in its **action list**. For **action**. |
|  | 8.6 | ITU-T SG9: LS/r on smart TV Operating System (SG16-LS282) | [TD96](https://www.itu.int/md/T22-TSAG-221212-TD-GEN-0096/en) | In this reply liaison SG9 considers that no change is needed in the ITU-T Recommendation web pages layout. But if a change is done to follow up to SG16 comments, SG9 has no problems either. For **action**. |
|  | 8.7 | ITU-T SG16: LS/r on smart TV Operating System (SG9-LS8) | [TD107](https://www.itu.int/md/T22-TSAG-221212-TD-GEN-0107/en) | This reply LS aims to clarify the issues previously discussed on TVOS-related work items and the agreed compromise proposed by TSB, reiterating the need to either change the metadata presentation of Recommendations on the website, or amend the title of the TVOS Recommendations in the J-Series. For **action**. |
|  | 8.8 | RG-WM Rapporteur: Working document to support the discussion on the SG9 and SG16 issue with smart TV Operating System | [TD142](https://www.itu.int/md/T22-TSAG-221212-TD-GEN-0142/en) | This TD is a working document to support the discussion on the SG9 and SG16 issue with smart TV Operating System based on TD70, TD96 and TD107. For **discussion**. |
|  | 8.9 | Liaison officer to IEC/SMB/SG 12: Progress report for IEC/SMB/SG 12 "Digital Transformation and Systems Approach" | [TD119](https://www.itu.int/md/T22-TSAG-221212-TD-GEN-0119/en)R1 | This TD is an introduction to the work in IEC/SMB Strategic Group 12 "Digital Transformation and Systems Approach". For **information**. |
| 10:35 | **9** | **Draft new Supplement A.SupplRA to the ITU-T A-series Recommendations "Guidelines on the appointment and operations of registration authorities"** | | |
|  | 9.1 | ITU-T A.supplRA editor: Proposed new Supplement to the ITU-T A-series Recommendations "Guidelines on the appointment and operations of registration authorities" | [TD1317R1](https://www.itu.int/md/meetingdoc.asp?lang=en&parent=T17-TSAG-220110-TD-GEN-1317) [2017-21] =  [TD154](https://www.itu.int/md/T22-TSAG-221212-TD-GEN-0154/en) | This is the first draft of A.SupplRA (as developed in 2012, with a few editorial updates from TD393 [2009-2012]). It is based on ISO/IEC JTC 1 Standing Document 16 which has been withdrawn in the meantime, but Annex H of the ISO/IEC Directives contains similar material. |
|  | 9.2 | Rapporteur, TSAG RG-WM: TSAG, WTSA-20 and PP-22 results related to working methods | ([TD117R2](https://www.itu.int/md/T22-TSAG-221212-TD-GEN-0117/en), item 6) | "RGWM meeting on 12 Jan 2022 agreed to establish a new work item […] and aimed [**agreement**] in next TSAG meeting after WTSA" |
|  | **10** | **Review of suggested interim meetings** | | |
|  | 10.1 | See agenda item 19 |  |  |
| **Thursday, 15 Dec 2022**  09:30-10:45 Geneva time | **11** | **Rec. ITU-T A.1 "Working methods for study groups of the ITU Telecommunication Standardization Sector"** | | |
|  | 11.1 | Rapporteur, TSAG RG-WM: TSAG, WTSA-20 and PP-22 results related to working methods | ([TD117R2](https://www.itu.int/md/T22-TSAG-221212-TD-GEN-0117/en), item 1) | WTSA20 WG3A requested TSAG to **continue reviewing** this Recommendation. |
|  | 11.2 | Report of TSAG to WTSA-20, Part III: Draft revised recommendations of the ITU-T A-series | (WTSA20: [25](https://www.itu.int/md/T17-WTSA.20-C-0025)) (Appendix I) | **This document captures the status of discussion of the TSAG meeting, 10-17 Jan 2022, and contains the material that was agreed by TSAG to be sent to WTSA-20: Appendix I contains draft revised Recommendation ITU-T A.1. The document does not include items where different views were expressed. Some material within square brackets [] indicate need for further deliberations. For further consideration.** |
|  | 11.3 | **African Common Proposals for the work of WTSA-20** | (WTSA20: [AFCP/35A30/1](https://www.itu.int/md/dologin_md.asp?lang=en&id=T17-WTSA.20-C-0035!A30-L1!MSW-E)) | **Proposed modification to Recommendation ITU-T A.1. For further consideration.** |
|  | 11.4 | Arab States Common Proposals for the work of WTSA-20 | (WTSA20:[ARB/36A10/1](https://www.itu.int/md/dologin_md.asp?lang=en&id=T17-WTSA.20-C-0036!A10-L1!MSW-E)) | Proposed retention of Recommendation ITU‑T A.1**. For further consideration.** |
|  | 11.5 | European Common Proposals for the work of WTSA-20 | (WTSA20:[EUR/38A17/1](https://www.itu.int/md/dologin_md.asp?lang=en&id=T17-WTSA.20-C-0038!A17-L1!MSW-E)) | Proposed modification of Recommendation ITU-T A.1**. For further consideration.** |
|  | 11.6 | RCC Common Proposals for the work of WTSA-20 | WTSA20:[RCC/40A19/1](https://www.itu.int/dms_pub/itu-t/md/17/wtsa.20/c/T17-WTSA.20-C-0040!A19) | Proposed modification of Recommendation ITU-T A.1**. For further consideration.** |
|  | 11.7 | TSB: Author's guide for drafting ITU-T Recommendations | ([Author's](https://www.itu.int/oth/T0A0F000004/en) guide) | To be **noted**.  *Rapporteur’s note: TSAG might consider referencing Annex D of the Author's guide in ITU‑T A.1, clause 2.3.38.* |
|  | 11.8 | Rapporteur, RG-WM: Compilation to support the discussion on Rec. ITU-T A.1 "Working methods for study groups of the ITU Telecommunication Standardization Sector" | ([TD150](https://www.itu.int/md/meetingdoc.asp?lang=en&parent=T22-TSAG-221212-TD-GEN-0150)) | This TD is a consolidated revised text that compiles all WTSA-20 proposals to modify Rec. ITU-T A.1. For **discussion** at interim meetings. |
|  | **12** | **Rec. ITU-T A.2 "Presentation of contributions to the ITU Telecommunication Standardization Sector"** | | |
|  | 12.1 | Rapporteur, TSAG RG-WM: TSAG, WTSA-20 and PP-22 results related to working methods | ([TD117R2](https://www.itu.int/md/T22-TSAG-221212-TD-GEN-0117/en), item 1) | WTSA20 WG3A requested TSAG to **continue reviewing** this Recommendation. |
|  | **13** | **Rec. ITU-T A.23 "Collaboration with the International Organization for Standardization (ISO) and the International Electrotechnical Commission (IEC) on information technology"** | | |
|  | 13.1 | ITU-T liaison officer to ISO/IEC JTC 1: Report of the ISO/IEC JTC 1 Plenary (Virtual, 1 May 2022) | ([TD44](https://www.itu.int/md/meetingdoc.asp?lang=en&parent=T22-TSAG-221212-TD-GEN-0044)) | In particular, see Resolutions 3, 9. For **information**. |
|  | 13.2 | ITU-T liaison officer to ISO/IEC JTC 1: Report of the ISO/IEC JTC 1 Plenary (Tokyo, November 2022) | ([TD130](https://www.itu.int/md/meetingdoc.asp?lang=en&parent=T22-TSAG-221212-TD-GEN-0130)) | In particular, see Resolution 13. For **information**. |
|  | 13.3 | Director TSB: Modification to the Guidelines on application of the common patent policy | ([TD139](https://www.itu.int/md/T22-TSAG-221212-TD-GEN-0139)) | This document informs TSAG of changes incorporated in the Guidelines for the Implementation of the Common Patent policy for ITU-T/ITU-R/ISO/IEC. The changes have no impact on ITU (see clause 10 of Rec. ITU-T A.23, Annex A). For **information**. |
|  | **14** | **Drafting ITU-T Recommendations** | | |
|  | 14.1 | TSB: Author's guide for drafting ITU-T Recommendations | ([Author's](https://www.itu.int/oth/T0A0F000004/en) guide) | To be **noted**. |
|  | 14.2 | ITU English style guide (Sep 2022) | ([Guide](https://www.itu.int/en/language-tools/Documents/styleguide.docx)) | The latest version of the ITU English Style Guide now includes sections on gender-inclusive language and language for persons with disabilities. These guidelines are for general language (i.e., do not cover technical language). To be **noted**. |
|  | **15** | **Incubation mechanism** | | |
|  | 15.1 | Rapporteur, TSAG RG-WM: TSAG, WTSA-20 and PP-22 results related to working methods | ([TD117R2](https://www.itu.int/md/T22-TSAG-221212-TD-GEN-0117/en), item 7) | "It was recommended for 1st TSAG meeting after WTSA-20 to consider this innovation of ITU-T working method and possibly to **establish a new work item** for A-series Recommendation."  RG-WM to discuss the potential link with RG-IEM. |
|  | 15.2 | ITU-T SG17: LS on incubation mechanism in SG17 | [TD903](https://www.itu.int/md/meetingdoc.asp?lang=en&parent=T17-TSAG-200921-TD-GEN-0903) [2017-2020]  =  [TD158](https://www.itu.int/md/T22-TSAG-221212-TD-GEN-0158/en) | SG17 is inviting TSAG to consider TP.inno as a normative procedure in the A series of Recommendations and is asking for **comments** from TSAG. |
| 09:45 | **16** | **Result of informal discussions, ad hoc groups and editing sessions, including documents proposed for agreement by TSAG** | | |
|  | 16.1 | Associate Rapporteur RG-WM, Updated AHG-GME discussion output on "Conduct of meetings with remote participation" (Jan-Dec 2022) | [TD159](https://www.itu.int/md/T22-TSAG-221212-TD-GEN-0159/en) | TD159 includes the changes to TD110 as suggested in C1 and C11. To be **noted** by TSAG. |
|  | 16.2 | Editor, A Suppl. 4: Output of editing session on revised Supplement 4 to ITU-T A-series Recommendations "Supplement on guidelines for remote participation" (14 Dec 2022, 08h15-09h15) | [TD155](https://www.itu.int/md/T22-TSAG-221212-TD-GEN-0155/en) | For **agreement** by WP1, and then by TSAG. |
|  | 16.3 | Changing the title of the associate rapporteur on e-meetings to "Associate rapporteur on remote participation" |  | For **approval** by WP1, and then by TSAG. |
|  | 16.4 | Nominating Mr. Phil Rushton as TSAG representative (on remote participation) to the Inter-Sector Coordination Group (ISCG) |  | For **approval** by WP1, and then by TSAG. |
|  | 16.5 | 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) | [TD149](https://www.itu.int/md/T22-TSAG-221212-TD-GEN-0149/en) | For **agreement** by WP1, and then by TSAG. |
|  | **17** | **Outgoing liaison statements** | | |
|  | 17.1 | RG-WM Associate Rapporteur on e-meetings: 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" | [TD157](https://www.itu.int/md/T22-TSAG-221212-TD-GEN-0157/en) | For **approval** by WP1, and then by TSAG. |
|  | 17.2 | RG-WM Associate Rapporteur: oLS on remote participation to the Inter-Sector Coordination Group (ISCG) | [TD156](https://www.itu.int/md/T22-TSAG-221212-TD-GEN-0156/en) | For **approval** by WP1, and then by TSAG. |
| 10:20 | **18** | **RG-WM living list** | | |
|  | 18.1 | Rapporteur, TSAG RG-WM: TSAG, WTSA-20 and PP-22 results related to working methods | [TD117R2](https://www.itu.int/md/T22-TSAG-221212-TD-GEN-0117/en) | RG-WM to discuss whether to **develop a living list** based on this TD. |
|  | **19** | **Future meetings** | | |
|  |  |  |  | Suggested rapporteur group meetings:   * 1 Feb 2023, 13:00-15:00 Geneva time (editing session for Rec. ITU-T A.1) * 14 Feb 2023, 13:00-15:00 Geneva time (editing session for Rec. ITU-T A.7) * (TBC) 28 Feb 2023, 13:00-15:00 Geneva time (editing session on Rec. ITU-T A.8 and draft new Supplement A.supplRA) * 30 Mar 2023, 12:00-15:00 Geneva time (governance and management of meetings with remote participation) * 18 Apr 2023, 13:00-15:00 Geneva time (editing session for Rec. ITU-T A.7) * 27 Apr 2023, 12:00-15:00 Geneva time (governance and management of meetings with remote participation) * 4 May 2023, 13:00-15:00 Geneva time (editing session for Rec. ITU-T A.1)   *Contribution deadline: 10 days before.* |
|  | **20** | **AOB** | | |
| 10:45 | **21** | **Closure of the meeting** | | Meeting report to be found in [TD15](https://www.itu.int/md/meetingdoc.asp?lang=en&parent=T22-TSAG-221212-TD-GEN-0015). |

\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_