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| A black and white logo  Description automatically generated | INTERNATIONAL TELECOMMUNICATION UNION**TELECOMMUNICATIONSTANDARDIZATION SECTOR**STUDY PERIOD 2022-2024 | TSAG-TD306 |
| TSAG |
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| **TD** |
| **Source:** | Chair, TSAG |
| **Title:** | Report of the third meeting of the Telecommunication Standardization Advisory Group (Geneva, 22-26 January 2024) – Plenary sessions |
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| **Abstract:** | This TD contains the report of the third meeting of the ITU-T Telecommunication Standardization Advisory Group (Geneva, 22-26 January 2024) in the 2022-2024 study period.NOTE – The final version of this Report will be issued as [TSAG-R4](https://www.itu.int/md/T22-TSAG-R-0004). |

NOTE 1 – This report contains the conclusions and actions decided at this TSAG meeting.

NOTE 2 – Unless otherwise noted, all Contributions and TDs referenced in this report are of the TSAG series of documents and refer to the most recent published revision.

The Report for the third meeting of TSAG is published in four parts:

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| TSAG-R4 | Plenary sessions |
| TSAG-R5 | Determined revised Recommendation ITU-T A.7 "*Focus groups: Establishment and working procedures*" |
| TSAG-R6 | Determined new Recommendation ITU-T A.18 (ex A.JCA) "*Joint coordination activities: Establishment and working procedures*" |
| TSAG-R7 | Determined new Recommendation ITU-T A.24 "*Collaboration and exchange of information with other organizations*" |

CONTENTS

[1 General information and opening of the meeting by the TSAG Chair 3](#_Toc159575864)

[2 Opening remarks 4](#_Toc159575865)

[3 Approval of the agenda, document allocation and time management plan 4](#_Toc159575866)

[4 Appointments 4](#_Toc159575867)

[5 Reports by the TSB Director 5](#_Toc159575868)

[6 WTSA 5](#_Toc159575869)

[7 New BSG Program 6](#_Toc159575870)

[8 Network of Women in ITU-T (NoW) 6](#_Toc159575871)

[9 Human Right and Standards 6](#_Toc159575872)

[10 Languages on equal footing (ref. WTSA-20 Res.67) 6](#_Toc159575873)

[11 Scheduling dates and times for ITU-T physical and virtual meetings 6](#_Toc159575874)

[12 Strategic & operational plan (SOP) 6](#_Toc159575875)

[13 ITU-T Joint Coordination Activities 6](#_Toc159575876)

[13.1 ITU-T Joint Coordination Activity on Digital COVID 19 certificates (ITU-T JCA-DCC) 6](#_Toc159575877)

[13.2 ITU-T Joint Coordination Activity on Quantum Key Distribution Network (ITU-T JCA-QKDN) 7](#_Toc159575878)

[13.3 ITU-T Joint Coordination Activity on Accessibility and Human Factors (ITU-T JCA-AHF) 7](#_Toc159575879)

[14 Regional Groups 7](#_Toc159575880)

[15 Vocabulary 7](#_Toc159575881)

[16 AI for good 7](#_Toc159575882)

[17 Kaleidoscope 8](#_Toc159575883)

[18 ITU Journal on Future and Evolving Technologies 8](#_Toc159575884)

[19 Contribution of the ITU Regional Offices 8](#_Toc159575885)

[20 Coordination with CITS 8](#_Toc159575886)

[21 Results of TSAG Working Parties 8](#_Toc159575887)

[21.1 TSAG Working Party 1 "Working Methods and related WTSA preparations" 8](#_Toc159575888)

[21.2 TSAG Working Party 2 "Industry Engagement, Work Programme, Restructuring" 10](#_Toc159575889)

[22 ITU-T meeting schedule including date of next TSAG meeting 11](#_Toc159575890)

[23 Any other business 11](#_Toc159575891)

[24 Consideration of draft meeting Report 12](#_Toc159575892)

[25 Closure of meeting 12](#_Toc159575893)

[Annex A: Decisions on Recommendations (TSAG, January 2024) 13](#_Toc159575894)

[Annex B: Interim RGM schedule 14](#_Toc159575895)

[Annex C: Outgoing Liaison Statements 16](#_Toc159575896)

[Annex D: Work items (WIs) in TSAG 17](#_Toc159575897)

[Annex E: Terms of Reference for the Rapporteur Group on strategic and operational planning (RG-SOP) 20](#_Toc159575898)

# General information and opening of the meeting by the TSAG Chair

The TSAG Chair, Mr Abdurahman M. AL HASSAN, Saudi Arabia (Kingdom of), welcomed the TSAG participants to the third meeting of the Telecommunication Standardization Advisory Group (TSAG) for the 2022-2024 study period, which was held in Geneva, 22-26 January 2024. Mr AL HASSAN was assisted by Mr Bilel JAMOUSSI, Deputy to the TSB Director, and Mr Hiroshi OTA, Advisor.

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| 1.1 | Live interpretation in six official ITU languages was provided to TSAG plenary sessions and WP sessions on 22 and 26 January 2024. Real-time captioning[[1]](#footnote-2), remote participation using Zoom, and webcasting[[2]](#footnote-3) were provided for all TSAG plenaries and Rapporteur Group sessions.At the beginning of the meeting, an avatar read out the note contained in [TD308](https://www.itu.int/md/meetingdoc.asp?lang=en&parent=T22-TSAG-240122-TD-GEN-0308), which provided guidance on using Zoom, the public chat and the use of the timer tool. Additional information on using Zoom was available in [TD387](https://www.itu.int/md/meetingdoc.asp?lang=en&parent=T22-TSAG-240122-TD-GEN-0387). |
| 1.2 | Mr AL HASSAN welcomed the ITU Secretary General, Ms Doreen BOGDAN-MARTIN, the ITU Deputy Secretary General, Mr Tomas LAMANAUSKAS; the BDT Director, Mr Cosmas ZAVAZAVA; the BR Director, Mr Mario MANIEWICZ; and the TSB Director, Mr Seizo ONOE. |
| 1.3 | The following TSAG Vice-Chairs attended the meeting: Mr Samuel AGYEKUM (Ghana), Mr Olivier DUBUISSON (France), Mr Mihail ION (Romania), Mr Guy-Michel KOUAKOU (Republic of Côte d'Ivoire), Ms Fang LI (P.R. China), Ms Gaëlle MARTIN-COCHER (InterDigital Canada Ltée), Mr Victor Manuel MARTINEZ VANEGAS (Mexico) and Ms Miho NAGANUMA (NEC Corporation, Japan). Mr Ulugbek AZIMOV (Republic of Uzbekistan) and Mr Khalid AL-HMOUD (Hashemite Kingdom of Jordan) did not attend the meeting. |
| 1.4 | A training session for TSAG newcomers was organized on 22 January 2024; the newcomer welcome pack material is contained in [TD419](https://www.itu.int/md/meetingdoc.asp?lang=en&parent=T22-TSAG-240122-TD-GEN-0419). |
| 1.5 | In total, 332 participants (213 physical, 119 only remote) attended this third TSAG meeting: 58 Member States, 7 Sector Members (ROAs), 21 Sector Members (SIOs), eight Sector Members (Regional and other International Organizations), two Sector Member from other entities, one regional organization, nine Permanent Missions, one Academia, one entity as per PP Resolution 99, one invited expert, and 82 ITU staff, and five elected officials of the ITU; see [TD418](https://www.itu.int/md/meetingdoc.asp?lang=en&parent=T22-TSAG-240122-TD-GEN-0418), which reflects the final list of participants. |
| 1.5.1 | Twelve fellowships were requested, 11 were granted and 8 used. |
| 1.6 | Account of resources used and fellowships provided:* Captioning: CHF 3'650
* Interpretation (two days): CHF 14'501
* Fellowships: 12 requests received, 11 granted and 8 used (CHF 13'585)
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| 1.7 | This report contains the following annexes:* Annex A: Decisions on Recommendations
* Annex B: Interim RGM schedule
* Annex C: Outgoing Liaison Statements
* Annex D: Work items in TSAG
* Annex E: Terms of Reference for the Rapporteur Group on strategic and operational planning (RG-SOP)
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# Opening remarks

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| 2.1 | ITU Secretary General, Ms Doreen BOGDAN-MARTIN gave her opening remarks. Her speech is contained in [TD324](https://www.itu.int/md/meetingdoc.asp?lang=en&parent=T22-TSAG-240122-TD-GEN-0324). |
| 2.2 | The BR Director, Mr Mario MANIEWICZ, gave his opening remarks. His speech is contained in [TD325](https://www.itu.int/md/meetingdoc.asp?lang=en&parent=T22-TSAG-240122-TD-GEN-0325). |
| 2.3 | The BDT Director, Mr Cosmas ZAVAZAVA, gave his opening remarks. His speech is contained in [TD412](https://www.itu.int/md/meetingdoc.asp?lang=en&parent=T22-TSAG-240122-TD-GEN-0412). |
| 2.4 | The TSB Director, Mr Seizo ONOE, welcomed all delegates to this third TSAG meeting in this 2022-2024 study period. His speech is contained in [TD420](https://www.itu.int/md/meetingdoc.asp?lang=en&parent=T22-TSAG-240122-TD-GEN-0420). |
| 2.5 | The TSAG Chair welcomed the TSAG participants in his opening remarks and showed his appreciation for their contribution. He thanked India for hosting WTSA-24, which is a very important and large-scale assembly. He mentioned the importance of the discussion in line with WTSA Resolution 99 on restructuring. He mentioned the proposal related to ITU-T SG9 and SG16 and showed his expectation for reaching a consensus toward more productive and efficient structure. Finally, he emphasized the importance of coordination. |

# Approval of the agenda, document allocation and time management plan

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| 3.1 | The meeting adopted:* Agenda, document allocation and work plan [TD304R1](https://www.itu.int/md/meetingdoc.asp?lang=en&parent=T22-TSAG-240122-TD-GEN-0304).
* Time management plan in [TD303R1](https://www.itu.int/md/meetingdoc.asp?lang=en&parent=T22-TSAG-240122-TD-GEN-0303)

The meeting took note of the overview of the agendas and reports in [TD307](https://www.itu.int/md/meetingdoc.asp?lang=en&parent=T22-TSAG-240122-TD-GEN-0307). |
| 3.2 | TSAG adopted the draft agenda in [TD305R3](https://www.itu.int/md/meetingdoc.asp?lang=en&parent=T22-TSAG-240122-TD-GEN-0305) for the TSAG closing plenary session on 26 January 2024. |
| 3.3 | [TD309R1](https://www.itu.int/md/meetingdoc.asp?lang=en&parent=T22-TSAG-240122-TD-GEN-0309) lists contributions submitted and considered during this TSAG meeting. |
| 3.4 | [TD416](https://www.itu.int/md/meetingdoc.asp?lang=en&parent=T22-TSAG-240122-TD-GEN-0416) lists incoming liaison statements for this TSAG meeting. |

# Appointments

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| 4.1 | [TD439](https://www.itu.int/md/meetingdoc.asp?lang=en&parent=T22-TSAG-240122-TD-GEN-0439) reported the resignation of Mr Tobias KAUFMANN (Germany) from his positions as TSAG Vice Chair and TSAG WP1 Chair. It also reports the received proposal on a new TSAG Vice Chair and the TSAG WP1 Chair (Mr Mihail ION (Romania)). |
| 4.1.1 | The meeting elected by acclamation Mr Mihail ION (Romania) as TSAG Vice Chair and appointed him as TSAG WP1 Chair. |
| 4.2 | [TD464](http://www.itu.int/md/meetingdoc.asp?lang=en&parent=T22-TSAG-240122-TD-GEN-0464) reported the resignation of Mr Isaac Boateng (Ghana) from his position as TSAG Vice Chair and the received proposed successor (Mr Samuel Agyekum (Ghana)). |
| 4.2.1 | The meeting elected by acclamation Mr Samuel Agyekum (Ghana) as TSAG Vice Chair. |
| 4.3 | TSAG agreed to appoint Mr Ahmad Sharafat (Iran) as the Rapporteur and Mr Ahmed Said (Egypt) as the Associate Rapporteur for RG-DT as invited by WP2 ([TD315R3](http://www.itu.int/md/meetingdoc.asp?lang=en&parent=T22-TSAG-240122-TD-GEN-0315)), preserving the rotation principle agreed for the chairing this group at May-June 2023 TSAG meeting. Next rotation of leaders will happen in July 2024 TSAG meeting ([TD315R3](http://www.itu.int/md/meetingdoc.asp?lang=en&parent=T22-TSAG-240122-TD-GEN-0315)). [**WP2-3**] |
| 4.4 | TSAG agreed to appoint Mr Victor Manuel MARTÍNEZ VANEGAS, Mexico, as the RG-SOP Rapporteur and Mr Bruce GRACIE, Ericsson Canada, and Mr Dao Tian (ZTE Corporation, China) as RG-SOP Associate Rapporteurs as invited by WP2 ([TD315R3](http://www.itu.int/md/meetingdoc.asp?lang=en&parent=T22-TSAG-240122-TD-GEN-0315)). |

# Reports by the TSB Director

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| 5.1 | The TSB Director presented the ITU-T activity report ([TD409](http://www.itu.int/md/meetingdoc.asp?lang=en&parent=T22-TSAG-240122-TD-GEN-0409), slide set in [Addendum 1](https://www.itu.int/dms_pub/itu-t/md/22/tsag/td/230530/GEN/T22-TSAG-230530-TD-GEN-0189%21A1%21PPT-E.pptx)), highlighting the key results achieved in ITU-T standardization from May to December 2023. The TD was noted. |

# WTSA

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| 6.1 | [TD410](http://www.itu.int/md/meetingdoc.asp?lang=en&parent=T22-TSAG-240122-TD-GEN-0410) provided the updated WTSA-20 Action Plan, which was developed and that has been updated since June 2023.[TD463](http://www.itu.int/md/meetingdoc.asp?lang=en&parent=T22-TSAG-240122-TD-GEN-0463) prepared by TSB proposes a mapping of WTSA Resolutions to current TSAG Rapporteur groups (RGs). TSB explained that [TD463](http://www.itu.int/md/meetingdoc.asp?lang=en&parent=T22-TSAG-240122-TD-GEN-0463) is a living document, which is regularly updated. |
| 6.1.1 | The meeting noted these TDs. |
| 6.2 | [TD460](http://www.itu.int/md/meetingdoc.asp?lang=en&parent=T22-TSAG-240122-TD-GEN-0460) shows the letter and CVs that TSB received on the designated WTSA-24 chair and GSS-24 chair. |
| 6.2.1 | The meeting noted the TD. |
| 6.3 | [TD404](http://www.itu.int/md/meetingdoc.asp?lang=en&parent=T22-TSAG-240122-TD-GEN-0404) provided updates on the outcomes of WTSA-24 site visit conducted by the ITU secretariat in early October 2023, along with some key information related to the preparations of the Assembly.[TD457R1](http://www.itu.int/md/meetingdoc.asp?lang=en&parent=T22-TSAG-240122-TD-GEN-0457) announced the opening of the registration for WTSA-24. It also showed the WTSA-24 web page. |
| 6.3.1 | The meeting noted these TDs. |
| 6.4 | [TD438R2](http://www.itu.int/md/meetingdoc.asp?lang=en&parent=T22-TSAG-240122-TD-GEN-0438) proposed that appointment of chairs of Study Groups, TSAG and SCV at WTSA-24 be limited to one per Member State to have better regional balance. |
| 6.4.1 | The meeting considered that this is a guideline that would not limit the nominations but rather would be a helpful guide for the appointment of Chairs. The proposal was agreed with this understanding. |
| 6.5 | [TD446](http://www.itu.int/md/meetingdoc.asp?lang=en&parent=T22-TSAG-240122-TD-GEN-0446) provided the draft meeting report of the first inter-regional meeting for preparation of WTSA-24 (virtual, 18 January 2024, 13:00-16:00 hours Geneva time). |
| 6.5.1 | The meeting noted the TD. |
| 6.6 | [TD389R1](http://www.itu.int/md/meetingdoc.asp?lang=en&parent=T22-TSAG-240122-TD-GEN-0389) provided an update of the status of WTSA-24 Preparatory Meetings as of 10 January 2024. |
| 6.6.1 | It was clarified that this TD had been handled in the first inter-regional meeting and it was not necessary to treat this TD again in TSAG. |
| 6.7 | [TD388](http://www.itu.int/md/meetingdoc.asp?lang=en&parent=T22-TSAG-240122-TD-GEN-0388) presents an update on the planning on WTSA-24 Inter-regional coordination. |
| 6.7.1 | The meeting noted the TD. |
| 6.8 | [TD482](http://www.itu.int/md/meetingdoc.asp?lang=en&parent=T22-TSAG-240122-TD-GEN-0482) provides an update on Chairs and Vice-chairs in the ITU-T for the 2022-2024 study period. |
| 6.8.1 | This TD is provided for information. The meeting noted the TD. |
| 6.9 | [TD483R1](http://www.itu.int/md/meetingdoc.asp?lang=en&parent=T22-TSAG-240122-TD-GEN-0483) reported Chairs and Vice-Chairs not in attendance at study group meetings held in the reporting period. |
| 6.9.1 | The meeting noted with satisfaction that all SG2, SG15 and SG20 chairs and vice-chairs were present at the respective SG meetings. The meeting noted the TD. |

# New BSG Program

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| 7.1 | [TD422](http://www.itu.int/md/meetingdoc.asp?lang=en&parent=T22-TSAG-240122-TD-GEN-0422) provided an overview of the newly envisioned Bridging the Standardization Gap (BSG) Program. TSB Director's information session on this new BSG program held on 23 January was also mentioned. Addendum 1 to the TD contains the presentation of the TSB Director at the information session on the newly envisioned Bridging the Standardization Gap (BSG) Program and Addendum 2 contains the results of a live survey during the presentation. The TD was noted. |

# Network of Women in ITU-T (NoW)

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| 8.1 | [TD423R2](http://www.itu.int/md/meetingdoc.asp?lang=en&parent=T22-TSAG-240122-TD-GEN-0423) contains the updated Terms of Reference for Network of Women (NoW) in ITU-T reflecting the comments received during the opening plenary. |
| 8.1.1 | TSAG approved the updated ToRs. |

# Human Right and Standards

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| 9.1 | [TD441R1](http://www.itu.int/md/meetingdoc.asp?lang=en&parent=T22-TSAG-240122-TD-GEN-0441) summarizes TSB activities about Human Right and Standards.[C80R1](http://www.itu.int/md/meetingdoc.asp?lang=en&parent=T22-TSAG-C-0080) (\*) aimed at establishing human rights as an important standardisation benchmark while developing technical standards in close cooperation with the UN Human Right Office of the High Commissioner.\*Sources: Czech Republic, Austria, Belgium, Bulgaria, Croatia, Cyprus, Denmark, Estonia, Finland, France, Germany, Greece, Hungary, Ireland, Italy, Latvia, Lithuania, Luxembourg, Malta, Mexico, Netherlands (Kingdom of the), Poland, Portugal, Romania, Slovakia, Slovenia, Spain, Sweden. |
| 9.1.1 | TSB is invited to report to the next TSAG on any activities on this matter. |

# Languages on equal footing (ref. WTSA-20 Res.67)

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| 10.1 | [C54](http://www.itu.int/md/meetingdoc.asp?lang=en&parent=T22-TSAG-C-0054) (Russian Federation) provided preliminary proposals of the revision of Resolution 67 of WTSA (Rev. Geneva, 2022). |
| 10.1.1 | The TSAG opening plenary noted the Contribution. |

# Scheduling dates and times for ITU-T physical and virtual meetings

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| 11.1 | [C56](http://www.itu.int/md/meetingdoc.asp?lang=en&parent=T22-TSAG-C-0056) (Russian Federation) indicated that holding meetings of TSAG and ITU Council working groups at the same time violates the Decision 11 of PP-22. |
| 11.1.1 | TSB explained that it was a matter of rooms and timing. TSB ensured it would continue to do its best in the future to avoid such overlaps, but also requested to bear in mind the number of constraints with which TSB and ITU Council Secretariat must deal to define meeting dates. |

# Strategic & operational plan (SOP)

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| 12.1 | [TD415](http://www.itu.int/md/meetingdoc.asp?lang=en&parent=T22-TSAG-240122-TD-GEN-0415) with an update on the preparation of the draft four-year rolling operational plans for the Union for 2025-2028 was noted and RG-SOP was requested to further consider the document. |

# ITU-T Joint Coordination Activities

## 13.1 ITU-T Joint Coordination Activity on Digital COVID 19 certificates (ITU-T JCA-DCC)

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| 13.1.1 | [TD391](http://www.itu.int/md/meetingdoc.asp?lang=en&parent=T22-TSAG-240122-TD-GEN-0391) provided the report of the JCA-DCC meeting held on 11 September 2023 and invites TSAG to:* endorse the proposed revised title and Terms of Reference of JCA-DCC in Annex A;
* endorse the proposal for the revised title and Terms of Reference to take effect from the beginning of the next Study Period;

[C63](http://www.itu.int/md/meetingdoc.asp?lang=en&parent=T22-TSAG-C-0063) (Korea (Rep. of)) supported the continuation of JCA-DCC with revised title and Terms of Reference as in [DCC-054](https://extranet.itu.int/sites/itu-t/jca/dcc/meetingdocs/JCA-DCC-054.docx) to cover "verifiable health credentials (VHC)". |
| 13.1.1.1 | The meeting approved the revised title and Terms of Reference as contained in [TD391](http://www.itu.int/md/meetingdoc.asp?lang=en&parent=T22-TSAG-240122-TD-GEN-0391). |

## 13.2 ITU-T Joint Coordination Activity on Quantum Key Distribution Network (ITU-T JCA-QKDN)

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| 13.2.1 | [TD434](http://www.itu.int/md/meetingdoc.asp?lang=en&parent=T22-TSAG-240122-TD-GEN-0434) provided the reports of the recent activities of JCA-QKDN held on 8 June and 14 December 2023. TSAG was invited to endorse the appointment of Hao Qin (NUS, Singapore) as vice-chair of JCA-QKDN. |
| 13.2.1.1 | The meeting noted the report and endorsed the appointment of Hao Qin (NUS, Singapore) as vice-chair of JCA-QKDN. |
| 13.2.2 | [TD465](http://www.itu.int/md/meetingdoc.asp?lang=en&parent=T22-TSAG-240122-TD-GEN-0356) provided a snapshot of ITU-T's activities related to quantum information technology. The TD was noted. |

## 13.3 ITU-T Joint Coordination Activity on Accessibility and Human Factors (ITU-T JCA-AHF)

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| 13.3.1 | [TD449](http://www.itu.int/md/meetingdoc.asp?lang=en&parent=T22-TSAG-240122-TD-GEN-0449) contains the report of the JCA-AHF meeting held on 19 July 2023 in Geneva. The TD was noted. |

# Regional Groups

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| 14.1 | The liaison statement contained in [TD356](http://www.itu.int/md/meetingdoc.asp?lang=en&parent=T22-TSAG-240122-TD-GEN-0356) informs TSAG of the creation of a new ITU-T SG12 Regional Group for the Americas (SG12RG-AMR). The TD was noted. |

# Vocabulary

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| 15.1 | [TD435](http://www.itu.int/md/meetingdoc.asp?lang=en&parent=T22-TSAG-240122-TD-GEN-0435) provided the report of activities of the Standardization Committee for Vocabulary in the period May 2023 to January 2024. The TD was noted. |
| 15.2 | The Liaison Statement in [TD383](http://www.itu.int/md/meetingdoc.asp?lang=en&parent=T22-TSAG-240122-TD-GEN-0383) provided feedback to TSAG-LS20 on using inclusive language in ITU-T texts and proposes to start defining contribution-driven replacement for so called possible non-inclusive terminology in ITU-T SG2. |
| 15.2.1 | The meeting agreed to plan a short ad hoc meeting at the next TSAG with the objective is to define the way forward to address technical terminologies, especially terminologies that would eventually need to be aligned with other organizations for the sake of compatibility of protocols. |
| 15.3 | The Liaison Statement in [TD377](http://www.itu.int/md/meetingdoc.asp?lang=en&parent=T22-TSAG-240122-TD-GEN-0377) outlined the current terms and definitions activities within ITU-T SG2. The TD was noted. |
| 15.4 | The liaison Statement in [TD408](http://www.itu.int/md/meetingdoc.asp?lang=en&parent=T22-TSAG-240122-TD-GEN-0408) provided information on actions taken by SG15 on the topic of non inclusive language. The TD was noted. |

# AI for good

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| 16.1 | [TD421](http://www.itu.int/md/meetingdoc.asp?lang=en&parent=T22-TSAG-240122-TD-GEN-0421) provided a presentation with details prospective activities for the AI for Good platform during 2024. The TD was noted. |

# Kaleidoscope

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| 17.1 | [TD405R1](http://www.itu.int/md/meetingdoc.asp?lang=en&parent=T22-TSAG-240122-TD-GEN-0405) provided an overview of the next ITU Kaleidoscope academic conference 2024 (K-2024), which will take place in New Delhi, India, 21-23 October 2024. |
| 17.1.1 | The meeting noted the TD and invited all members to promote K-2024, which will take place in parallel with WTSA. |

# ITU Journal on Future and Evolving Technologies

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| 18.1 | [TD406](http://www.itu.int/md/meetingdoc.asp?lang=en&parent=T22-TSAG-240122-TD-GEN-0406) provided details on all 2023 publications as well as on the Webinar Series, which share insights from CTOs and leading academic minds. |
| 18.1.1 | The meeting noted and the work done by TSB on this matter was highly appreciated. |

# Contribution of the ITU Regional Offices

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| 22.1 | [TD390](http://www.itu.int/md/meetingdoc.asp?lang=en&parent=T22-TSAG-240122-TD-GEN-0390) summarized contribution of the ITU Regional Offices to the implementation of the ITU-T four-year rolling operational plan as requested by the Resolution 25 (Rev. Bucharest, 2022) of the ITU Plenipotentiary Conference. The TD was noted. |

# Coordination with CITS

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| 20.1 | [TD431](http://www.itu.int/md/meetingdoc.asp?lang=en&parent=T22-TSAG-240122-TD-GEN-0431) summarizes ITU-T activities in the field of ITS communications since the last meeting of TSAG in May-June 2023. The TD was noted. |
| 20.21 | [TD359](http://www.itu.int/md/meetingdoc.asp?lang=en&parent=T22-TSAG-240122-TD-GEN-0359) informs about the establishment of an Expert Group on Communications Technology for Automated Driving. The TD was noted. |

# Results of TSAG Working Parties

The two TSAG Working Parties progressed their work during the sessions allocated as found in [TD303R1](https://www.itu.int/md/meetingdoc.asp?lang=en&parent=T22-TSAG-240122-TD-GEN-0303) and brought their results to the TSAG closing plenary. The reports were agreed. The Plenary decisions are summarized below. [Annex A](#_Annex_A_Summary_1) to this report provides a table listing the TDs with the reports of the various Working Parties and Rapporteur Groups, the liaison statements they produced and the interim activities that are planned.

## 21.1 TSAG Working Party 1 "Working Methods and related WTSA preparations"

|  |  |
| --- | --- |
| 21.1.1 | Working Party 1 met under the leadership of the WP1 Chair, Mr Mihail ION (Romania), with the assistance of the WP1 Vice-Chair, Ms Minah LEE, Korea (Rep. of) and Mr Simão Campos (TSB). |
| 21.1.2 | [TD312R1](http://www.itu.int/md/meetingdoc.asp?lang=en&parent=T22-TSAG-240122-TD-GEN-0312) provided the WP1 report. |
| 21.1.3 | TSAG approved the WP1 meeting report in [TD312R1](http://www.itu.int/md/meetingdoc.asp?lang=en&parent=T22-TSAG-240122-TD-GEN-0312) **[WP1-1]**. |
| 21.1.4 | Concerningdraft revised Recommendation A.8[**RG-WM-2**], TSAG decided to:a) advise the TSB Director to seek instructions from the next session of the ITU Council on the use of the term "chair", instead of "chairman", in new or revised Recommendations.b) approve revised Recommendation **ITU-T A.8** "*Alternative approval process for new and revised ITU-T Recommendations*" ([TD450R2](https://www.itu.int/md/T22-TSAG-240122-TD-GEN-0450/en)).c) request TSB to pre-publish ITU-T A.8 (as contained in [TD450](https://www.itu.int/md/T22-TSAG-240122-TD-GEN-0450/en)) but to wait for the instructions from the ITU Council before proceeding with the final publication.NOTE 1 – [TD450R2](https://www.itu.int/md/T22-TSAG-240122-TD-GEN-0450/en) uses the term "chairman".NOTE 2 – Action a) is also relevant to other texts proposed for Determination at this meeting, namely draft Recommendations ITU-T A.7, A.18 (ex A.JCA) and A.24.NOTE 3 – The meeting decided to replace “chair” and “chairman” by “chairman/chair” in the texts of A.7, A.24 and A.18 (ex A.jca) under TAP consultation. The instructions that TSAG will receive from the next ITU Council will be implemented before final publication. |
| 21.1.5 | TSAG decided to: **[RG-WM-4]**a) initiate the process for the deletion of ITU-T A.4 and A.6 using the justifications in [TD394R1](https://www.itu.int/md/meetingdoc.asp?lang=en&parent=T22-TSAG-240122-TD-GEN-0394), to be started three months prior to the TSAG meeting in July 2024 (so that the deletion would come into force at the same time when TSAG considers the approval of ITU-T A.24). NOTE – TSB was requested to consider cross-referencing the related circulars.b) determine new Recommendation **ITU-T** **A.24** "*Collaboration and exchange of information with other organizations*" ([TD470R1](https://www.itu.int/md/meetingdoc.asp?lang=en&parent=T22-TSAG-240122-TD-GEN-0470)). (See action a) of 21.1.4.) |
| 21.1.6 | TSAG determineddraft revised Recommendation **ITU-T A.7** "*Focus groups: Establishment and working procedures*" ([TD453](https://www.itu.int/md/meetingdoc.asp?lang=en&parent=T22-TSAG-240122-TD-GEN-0453)). **[RG-WM-3]** (See action a) of 21.1.4.) |
| 21.1.7 | TSAG determined draft new Recommendation **ITU-T A.18 (ex A.JCA)** ([TD467R1](https://www.itu.int/md/meetingdoc.asp?lang=en&parent=T22-TSAG-240122-TD-GEN-0467)). **[RG-**WM**-5]** (See action a) of 21.1.4.) |
| 21.1.8 | The Russian Federation provided a statement regarding the use of the term chairman/chair:*The Russian Federation draws the attention of TSAG to the decision of WTSA (Resolution 1 on the rules of procedure of ITU-T) that "in the case of inconsistency, the Constitution, the Convention, the ITRs and the General Rules of conferences, assemblies and meetings of the Union (in that order) shall prevail over this resolution").**The Russian Federation also believes that there is neither formal Decision of the ITU Council, nor any other documents that are binding on member states, which would determine that, it is necessary to use a new term (chair) due to repeal of Council Decision 500. The ITU English language style guide is a supporting tool and should not be considered as justification for replacing terminology. The Russian Federation does not discuss the gender aspects of these terms, but advocates that their application in all ITU documents, including ITU-T, should be consistent with the terminology of the basic instruments of the Union (Convention and Constitution – CV & CS). Any changes to the text of the CV & CS must be carried out by the Plenipotentiary Conference. Any other decisions are in conflict with the CV & CS and create a dangerous precedent for violating the basic principles of the Union.* |
| 21.1.9 | TSAG changed the status of draft Supplement A.SupplRA to draft ITU-T Recommendation A.RA "Guidelines on the appointment and operations of registration authorities". **[RG-WM-7]** |
| 21.1.10 | TSAG established the following new work items: **[RG-WM-8]**a) draft Recommendation ITU-T A.JCA "*Joint coordination activities: Establishment and working procedures*" ([TD468](https://www.itu.int/md/meetingdoc.asp?lang=en&parent=T22-TSAG-240122-TD-GEN-0468));b) draft A-Series Supplement A.SupplSGA "Guidelines for the development of a standards gap analysis" ([TD454R2](https://www.itu.int/md/T22-TSAG-240122-TD-GEN-0454/en)). |
| 21.1.11 | TSAG agreed to send the following two LSs prepared under WP1:1. [TD479](http://www.itu.int/md/meetingdoc.asp?lang=en&parent=T22-TSAG-240122-TD-GEN-0479): LS/o on latest WTSA Action Plan and draft "WTSA preparation guideline on Resolutions" (to all ITU-T SGs and regional telecommunication organizations) **[RG-WTSA-3]**
2. [TD477](https://www.itu.int/md/meetingdoc.asp?lang=en&parent=T22-TSAG-240122-TD-GEN-0477): LS/o on guidelines for the preparation of contributions and the role of SG Mentors (to all SGs) **[RG-WM-6]**
 |
| 21.1.12 | TSAG agreed to update the work programme of RG-WTSA as found in [TD462](http://www.itu.int/md/meetingdoc.asp?lang=en&parent=T22-TSAG-240122-TD-GEN-0471) **[RG-WTSA-4]** and of RG-WM as found in TSAG-[TD397R1](http://www.itu.int/md/meetingdoc.asp?lang=en&parent=T22-TSAG-240122-TD-GEN-0397) **[RG-WM-9]**. |
| 21.1.13 | TSAG assigned WTSA Resolutions 40 and 80 to RG-WM in addition to those listed in [TD463](https://www.itu.int/md/meetingdoc.asp?lang=en&parent=T22-TSAG-240122-TD-GEN-0463), and to update the [RG-WM ToR](https://www.itu.int/en/ITU-T/tsag/2022-2024/Pages/Rapporteur-Groups.aspx) accordingly. **[RG-WM-9]** |
| 21.1.14 | TSAG authorized the following RGMs: RG-WTSA to hold two interim rapporteur group meetings (all online), as listed in 7.1 of WP1 report ([TD312R1](http://www.itu.int/md/meetingdoc.asp?lang=en&parent=T22-TSAG-240122-TD-GEN-0312)) **[RG-WTSA-4]** and RG-WM to hold six interim rapporteur group meetings (all online), as listed in 7.2 of WP1 report ([TD312R1](http://www.itu.int/md/meetingdoc.asp?lang=en&parent=T22-TSAG-240122-TD-GEN-0312)) **[RG-WM-10]**. See consolidated list in [Annex B](#AnnexB) hereinafter. |
| 21.1.15 | TSAG confirmed the appointment of Mr Samuel Agyekum (Ghana) as Associate Rapporteur of RG-WTSA, as replacement to Mr Isaac Boateng [**WP1-2**]. |

## 21.2 TSAG Working Party 2 "Industry Engagement, Work Programme, Restructuring"

|  |  |
| --- | --- |
| 21.2.1 | Working Party 2 met under the leadership of the WP2 Chair, Ms Gaëlle MARTIN-COCHER (InterDigital, Canada), with the assistance of the WP2 Vice-Chair, Mr Guy-Michel KOUAKOU (Côte d'Ivoire), and Ms Tatiana KURAKOVA (TSB). |
| 21.2.2 | [TD315R3](http://www.itu.int/md/meetingdoc.asp?lang=en&parent=T22-TSAG-240122-TD-GEN-0315) provided the WP2 meeting report. |
| 21.2.3 | TSAG approved the WP2 meeting report in [TD315R3](http://www.itu.int/md/meetingdoc.asp?lang=en&parent=T22-TSAG-240122-TD-GEN-0315) **[WP2-13]**. |
| 21.2.4 | TSAG agreed the date forthe *Industry Engagement Workshop* in Geneva, 19 April 2024 [**WP2-1]**. |
| 21.2.5 | TSAG agreed to request the TSB to issue a Circular letter announcing the industry. engagement workshop in Geneva, 19 April 2024. |
| 21.2.6 | TSAG agreed to take steps to prepare the consolidation of ITU-T SG9 and SG16 in the next study period. |
| 21.2.7 | Further to the rotation principle, agreed for this group's leaders at May-June 2023 TSAG meeting, TSAG appointed Mr Ahmad Sharafat (Iran) as the Rapporteur and Mr Ahmed Said (Egypt) as the Associate Rapporteur for RG-DT. (**WP2-3)** |
| 21.2.8 | 1. TSAG established the Rapporteur Group on Strategic and Operational Planning (RG-SOP) with the ToR as shown in [Annex E](#AnnexE). [**WP2-4]**
2. TSAG appointed Mr Victor Manuel MARTÍNEZ VANEGAS, Mexico, as the RG-SOP Rapporteur and Mr Bruce GRACIE, Ericsson Canada, and Mr Dao Tian (ZTE, China) as RG-SOP Associate Rapporteurs. [**WP2-5]**
3. TSAGagreed that the new RG-SOP be reporting to TSAG Plenary directly. [**WP2-6]**
 |
| 21.2.9 | 1. TSAG extended the lifetime of the FG-MV until June 2024. [**WP2-7]**
2. TSAG agreed the distribution of the FG-MV Deliverables as shown in table of LS, [TD480R2](https://www.itu.int/md/T22-TSAG-240122-TD-GEN-0480/en). [**WP2-8]**
 |
| 21.2.10 | TSAG agreed to send the following LSs prepared under WP2:1. [TD484R1](https://www.itu.int/md/T22-TSAG-240122-TD-GEN-0484/en): LS/o on consolidation of ITU-T SG9 and SG16; to ITU-T SG9, SG16 for action, to other ITU-T SGs for information [**RG-WPR-2]**
2. [TD485](https://www.itu.int/md/T22-TSAG-240122-TD-GEN-0485/en): LS/o on WTSA-24 preparations to all ITU-T SGs for action, and to All ITU-T Regional Groups of ITU-T study groups for information [**RG-WPR-3]**
3. [TD475R1](https://www.itu.int/md/T22-TSAG-240122-TD-GEN-0475/en): LS/o on the new work item ITU-T Q.TSCA which defines procedure for issuing digital certificates for signalling security to ITU-T SG17 for action and to ITU-T SG2, SG11 for information [**RG-WPR-4]**
4. [TD480R2](https://www.itu.int/md/T22-TSAG-240122-TD-GEN-0480/en): LS/o on metaverse [to all ITU-T SGs] [**WP2-9]**
5. [TD474](https://www.itu.int/md/T22-TSAG-240122-TD-GEN-0474/en): LS/o action item 73-17 (Resolution 73 on environment and climate change) [to ITU-T SG5] – [**WP2-11]**
 |
| 21.2.11 | TSAG agreed to close the WTSA Action plan items 73-06, 73-17, 94-02 and 94-04 [**WP2-12]** |
| 21.2.12 | TSAG approved the interim rapporteur group activity plan as in clause 8 of the WP2 meeting report ([TD315R3](http://www.itu.int/md/meetingdoc.asp?lang=en&parent=T22-TSAG-240122-TD-GEN-0315)) [**WP2-10]**,replicated in [Annex B](#AnnexB) hereinafter. |

# ITU-T meeting schedule including date of next TSAG meeting

|  |  |
| --- | --- |
| 22.1 | TSAG took note of [TD413R1](http://www.itu.int/md/meetingdoc.asp?lang=en&parent=T22-TSAG-240122-TD-GEN-0413), with the schedule of ITU-T meetings in 2024. TSB indicated that this is a living document, which is continuously updated, and that it would provide updates on a regular basis. |
| 22.2 | TSAG took note of the plans for the fourth TSAG meeting and the second Interregional Meeting in the study period 2022-2024, which were proposed as follows:

| Event | Tentative venue and date |
| --- | --- |
| 2nd Interregional Meeting | Virtual, Thursday, 25 July 2024 |
| 4th TSAG meeting | Geneva, Switzerland, 29 July – 2 August 2024 (Mon-Fri) |

 |
| 22.3 | TSAG took note of [TD481R1](http://www.itu.int/md/meetingdoc.asp?lang=en&parent=T22-TSAG-240122-TD-GEN-0481), which consolidates all planned interim TSAG meetings as in Annex B. |

# Any other business

|  |  |
| --- | --- |
| 23.1 | The Russian Federation had made statement to summarize all their concerns, formal and informal discussions during this TSAG meeting regarding using terms "Chair/Vice-chair" instead "Chairman/Vice-chairman" as follows:*The Russian Federation objects to unjustified use of unagreed terms "Chair" and "Vice-Chair" in ITU-T documents during the meeting of the Telecommunication Standardization Advisory Group (TSAG) which in our opinion does not correspond to the working methods and the provisions of the ITU Convention and Constitution.**The Russian Federation does not consider it legitimate to use the abrogation of Council Decision 500 (C2000) (Doc. C23/3) and the related contents of the summary records of the seventh and last plenary meeting of the ITU Council meeting (Doc. C23/112) to amend the ITU English Language Style Guide and subsequent replacing the terms "Chairman/Vice-Chairman" with "Chair/Vice-Chair" in ITU documents.**The terms "Chairman/Chairmen" and "Vice-Chairmen/Vice-Chairmen" are used in the ITU Constitution in Article 3 and in the ITU Convention in Articles 2, 4, 6, 8, 9, 10, 11A, 13, 14A, 15, 16, 17A, 20, 31, as well as in the Resolutions of Plenipotentiary Conferences.**In this regard, the Russian Federation believes that the application by the TSB Secretariat of the Guide mentioned above to both working documents (TDs) and approved ITU-T documents as well as the practice of using this Guide as a tool for the ITU-T documents development as a justification for the legitimacy of updating the terminology mentioned earlier, leads to a contradiction with the provisions of the ITU Constitution and Convention.**The Russian Federation reiterates that any changes that are not accepted by all ITU Member States and are contrary to the Constitution and Convention of the Union, as well as the Resolutions of Plenipotentiary Conferences, are unacceptable, undermine the legitimacy of the very documents in which they are applied, and jeopardize the possibility of their application in activities of the Union. All existing and revised texts must remain unchanged with respect to the written use of the terms "Chairman/Vice-Chairman" in accordance with the provisions of the ITU Constitution and Convention until a related decision is made in the established manner.* |

# Consideration of draft meeting Report

|  |  |
| --- | --- |
| 24.1 | The Chair announced that, as per the practice in past TSAG meetings, the draft meeting report in [TD306](http://www.itu.int/md/meetingdoc.asp?lang=en&parent=T22-TSAG-240122-TD-GEN-0306) would be prepared in due course and open for review and comments for a period of two weeks. |

# Closure of meeting

|  |  |
| --- | --- |
| 25.1 | The TSB Director thanked the meeting participants for their contribution to the work. He mentioned that the meeting has progressed key discussions on their strategy, structure, and working method, including consolidation of the Study Groups 9 and 16. He also mentioned that they had intense discussion on the many deliverables from the Focus Group on metaverse.He also mentioned the priorities for the future of ITU's work to bridging the digital divide and gender divides. The need for strong industry engagement in ITU standardization work was emphasized.He invited all participants to be well prepared for WTSA-24 discussions at next meeting of TSAG in July. He once again thanked India for bringing WTSA to Asia for the very first time. He commended India for this.Mr Onoe expressed his appreciation to the TSAG chair, Mr Abdurahman AL HASSAN, the TSAG leadership team, and every delegate to TSAG, for their hard work. He wished all a safe trip home. |
| 25.2 | The TSAG Chair thanked to all participants of this important TSAG and their participation and their contributions, which helped in achieving the successful conclusion of this TSAG meeting.He pointed out that the meeting reached an important consensus on study group restructuring, which is the first restructuring since 2008, except for the establishment of Study Group 20 in 2016. He expressed his intention on the achievement of TSAG in the next study period responding to the expectation from members.He thanked the extended management team with Working Party Chairs Mr Mihail and Ms Gaëlle Martin and the Rapporteur Groups, Mr Olivier Dubuisson, Ms Fang Li and the chairs of the ITU-T Study Groups, the drafting groups, editing sessions, and delegates for their active participation and their spirit of compromise.He further thanked Messrs Seizo Onoe and Bilel Jamoussi. He congratulated Mr Jamoussi on celebrating his 14th anniversary with the ITU. He also thanked Mr Hiroshi Ota and all TSB counsellors for their excellent guidance and advice and support. He thanked Ms Lara Al-Mnini for her extensive assistance during this TSAG. He also thanked the assistance staff, the TSB IT and the meeting logistics, as well as interpreters and the captioners for their support, which assisted all participants in communicating effectively and in advancing the work. He thanked all others he did not mention who contributed to the TSAG meeting. He wished all a safe trip back home and enjoyable time off after this meeting. |
| 25.3 | The TSAG meeting was closed on 26 January 2024 at 1600 hours, Geneva time. |

# Annex A:Decisions on Recommendations (TSAG, January 2024)

TAP Approval

| Recommendation | Status | Title | References |
| --- | --- | --- | --- |
| ITU-T A.8 | Rev. | Alternative approval process for new and revised ITU T Recommendations | [TSAG-TD450R2](https://www.itu.int/md/meetingdoc.asp?lang=en&parent=T22-TSAG-240122-TD-GEN-0450) |

Determination

| Recommendation | Status | Title | References |
| --- | --- | --- | --- |
| ITU-T A.7 | Rev. | Focus groups: Establishment and working procedures | [TSAG-R5](https://www.itu.int/md/T22-TSAG-R-0005) ([TSAG-TD453](https://www.itu.int/md/T22-TSAG-240122-TD-GEN-0453/en)) |
| ITU-T A.18 (ex A.JCA) | New | Joint coordination activities: Establishment and working procedures | [TSAG-R6](https://www.itu.int/md/T22-TSAG-R-0006) ([TSAG-TD467R1](https://www.itu.int/md/T22-TSAG-240122-TD-GEN-0467/en)) |
| ITU-T A.24 | New | Collaboration and exchange of information with other organizations | [TSAG-R7](https://www.itu.int/md/T22-TSAG-R-0007) ([TSAG-TD470R1](https://www.itu.int/md/T22-TSAG-240122-TD-GEN-0470/en)) |

Deletion

| Recommendation | Title |
| --- | --- |
| ITU-T A.4 | Communication process between the ITU Telecommunication Standardization Sector and forums and consortia |
| ITU-T A.6 | Cooperation and exchange of information between the ITU Telecommunication Standardization Sector and national and regional standards development organizations |

**NOTE –** Consultation on the deletion of ITU-T A.4 and A.6 will start three months prior to the TSAG meeting in July 2024 so that the deletion would come into force at the same time when TSAG considers the approval of ITU-T A.24.

# Annex B:Interim RGM schedule

**NOTES:**

* All the events below are virtual. Times indicated are Geneva time.
* See <https://www.itu.int/net/ITU-T/lists/rgm.aspx?Group=0> for the latest information.

WP1

RG-WM

| # | Date | Time | Objectives | Deadline |
| --- | --- | --- | --- | --- |
| 1 | 21 February 2024 | 12:00-15:00 | Draft ITU-T A.RA ([TSAG-TD396R1](https://www.itu.int/md/T22-TSAG-240122-TD-GEN-0396/en)) | 11 February 2024 |
| 2 | 13 March 2024 | 12:00-15:00 | Draft A.Suppl-SGA ([TSAG-TD385R1](https://www.itu.int/md/T22-TSAG-240122-TD-GEN-0385/en)) | 3 March 2024 |
| 3 | 03 April 2024 | 12:00-15:00 | Draft revised A.1 including Appendices II and III ([TSAG-TD478](https://www.itu.int/md/T22-TSAG-240122-TD-GEN-0478/en)) | 24 March 2024 |
| 4 | 26 April 2024 | 12:00-15:00 | Draft ITU-T A.RA ([TSAG-TD396R1](https://www.itu.int/md/T22-TSAG-240122-TD-GEN-0396/en)) | 16 April 2024 |
| 5 | 14 May 2024 | 12:00-15:00 | Pending issues from previous rapporteur group meetings | 5 May 2024 |
| 6 | 02 July 2024 | 12:00-15:00 | A-Suppl.4; pending issues from previous rapporteur group meetings | 23 June 2024 |

RG-WTSA

| # | Date | Time | Objectives | Deadline |
| --- | --- | --- | --- | --- |
| 1 | 18 April 2024 | 13:00-15:00 | Progress draft new A.Suppl-WTSA‌GL and A.BN; review proposals on concrete implementation of streamlining of WTSA Resolutions and Opinion. | 11 April 2024 |
| 2 | 20 June 2024 | 13:00-15:00 | 13 June 2024 |

WP2

RG-WPR

| # | Date | Time | Objectives | Deadline |
| --- | --- | --- | --- | --- |
| 1 | 19 June 2024 | 13:00-15:00 | Preparation status on the consolidation of ITU-T SG9 and SG16 | 12 June 2024 |

RG-IEM

| # | Date | Time  | Objectives | Deadline |
| --- | --- | --- | --- | --- |
| 1 | 20 February 2024 | 13:00 – 14:30 | Workshop status | 12 February 2024 |
| 2 | 19 March 2024 | 13:00 – 14:30 | Emerging technology mechanism | 11 March 2024 |
| 3 | 7 May 2024 | 13:00 – 14:30 | Workshop results | 30 April 2024 |
| 4 | 17 June 2024 | 13:00 – 14:30 | Emerging technology mechanism | 3 June 2024 |

RG-DT

| # | Date | Time | Objectives | Deadline |
| --- | --- | --- | --- | --- |
| 1 | 5 March 2024 | 13:00-15:00 | – Progress a gap analysis on the activities and studies on digital transformation;– Consider inter alia, definitions, concepts, system architectures, use-cases, fundamental underlying technologies, interoperability, and the ecosystem of digital transformation;– Progress draft new Resolution WTSA on digital transformation;– Submit RG-DT report to TSAG. | 26 February 2024 |
| 2 | 23 April 2024 | 13:00-15:00 | 15 April 2024 |
| 3 | 31 May 2024 | 13:00-15:00 | 23 May 2024 |
| 4 | 16 July 2024 | 13:00-15:00 | 8 July 2024 |

RG-SOP

NOTE – From the next TSAG meeting, RG-SOP will report directly to the TSAG Plenary.

| # | Date | Time | Objectives | Deadline |
| --- | --- | --- | --- | --- |
| 1 | 18 June 2024 | 13:00 – 14:30 | * Review the results of the Industry Engagement Workshop, particularly the value proposition for ITU-T;
* Determine an appropriate methodology for the review of the ITU-T Operational Plans;
* Establish a work plan for RG-SOP pre- and post-WTSA-24.
 | 11 June 2024 |

# Annex C:Outgoing Liaison Statements

| oLS | Title | For action to | For info. to | Deadline |
| --- | --- | --- | --- | --- |
| [TSAG-LS30](https://www.itu.int/ifa/t/2022/ls/tsag/sp17-tsag-oLS-00030.docx) | LS on the new work item ITU-T Q.TSCA which defines procedure for issuing digital certificates for signalling security | SG17 | SG2; SG11 | 2024-04-30 |
| [TSAG-LS31](https://www.itu.int/ifa/t/2022/ls/tsag/sp17-tsag-oLS-00031.zip) | LS on guidelines for the preparation of contributions and the role of study group mentors | – | All ITU-T SGs | – |
| [TSAG-LS32](https://www.itu.int/ifa/t/2022/ls/tsag/sp17-tsag-oLS-00032.zip) | LS on latest WTSA Action Plan and draft "WTSA preparation guideline on Resolutions" | APT; Arab League; ATU; CITEL; CEPT; RCC; All ITU-T SGs | – | 2024-07-15 |
| [TSAG-LS33](https://www.itu.int/ifa/t/2022/ls/tsag/sp17-tsag-oLS-00033.docx) | LS on consolidation of ITU-T SG9 and SG16 | SG9; SG16 | All other ITU-T SGs | 2024-06-30 |
| [TSAG-LS34](https://www.itu.int/ifa/t/2022/ls/tsag/sp17-tsag-oLS-00034.docx) | LS on WTSA-24 preparations | All ITU-T SGs | – | 2024-07-15 |
| [TSAG-LS35](https://www.itu.int/ifa/t/2022/ls/tsag/sp17-tsag-oLS-00035.docx) | LS on metaverse | All ITU-T SGs | – | 2024-07-25 |
| [TSAG-LS36](https://www.itu.int/ifa/t/2022/ls/tsag/sp17-tsag-oLS-00036.docx) | LS on action item 73-17 (Resolution 73 on environment and climate change) | SG5 | All other ITU-T SGs | 2024-07-16 |

# Annex D:Work items (WIs) in TSAG

The TSAG work programme was updated as follows after this meeting. An up-to-date report can be generated at [https://www.itu.int/ITU-T/workprog/‌wp\_search.aspx?isn\_sp=8265&isn\_sg=8276&isn\_status=-1,8,1,3,7&details=0&view=tab&field=cazhegfjklv](https://www.itu.int/ITU-T/workprog/wp_search.aspx?isn_sp=8265&isn_sg=8276&isn_status=-1,8,1,3,7&details=0&view=tab&field=cazhegfjklv).

| RG | WI | Type | Version | Status | Process | Timing | Subject / Title | Reference(s) | Editor(s) | Summary |
| --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- |
| RG-WM | [A.1](http://www.itu.int/itu-t/workprog/wp_item.aspx?isn=18921) | Rec. | Rev. | Under study | TAP | 2024-08 | Working methods for study groups of the ITU Telecommunica­tion Standardization Sector | [TSAG-TD456-R3 (2024-01)](http://www.itu.int/md/T22-TSAG-240122-TD-GEN-0456) | Olivier Dubuisson (Orange, France) | Recommendation ITU-T A.1 describes general work methods for ITU T study groups. It provides guidelines related to work methods, such as the conduct of meetings, preparation of studies, management of study groups, joint coordination groups, the role of rapporteurs and the processing of ITU T contributions and TDs. |
| RG-WM | [A.18 (ex A.JCA)](http://www.itu.int/itu-t/workprog/wp_item.aspx?isn=19290) | Rec. | New | Determined 2024-01-26 | TAP | 2024-01 | Joint coordination activities: Establish­ment and working procedures | [TSAG-TD467-R1 (2024-01)](http://www.itu.int/md/T22-TSAG-240122-TD-GEN-0467) | Olivier Dubuisson (Orange, France) | A Joint Coordination Activity (JCA) is formed to coordinate activities on topics of relevance across ITU-T study groups. They report their progress either to TSAG or to a particular study group. JCAs do not write Recommendations. Their working methods are documented in this Recommendation. |
| RG-WM | [A.Suppl-SGA](http://www.itu.int/itu-t/workprog/wp_item.aspx?isn=19291) | Suppl. | New | Under study | Agreement | 2024-08 | Guidelines for the development of a standards gap analysis | [TSAG-TD385-R1 (2024-01)](http://www.itu.int/md/T22-TSAG-240122-TD-GEN-0385) | Olivier Dubuisson (Orange, France) | This Supplement provides guidelines to aid ITU-T study groups in developing a standards gap analysis of work done in other study groups or other standards development organizations. A standards gap analysis may be useful when a study group is considering new areas of work (i.e. establishing a new Question, establishing a focus group, adding a new work item to its work programme). |
| RG-WM | [A.7](http://www.itu.int/itu-t/workprog/wp_item.aspx?isn=18922) | Rec. | Rev. | Determined 2024-01-26 | TAP | 2024-01 | Focus groups: Establishment and working procedures | [TSAG-TD453 (2024-01)](http://www.itu.int/md/T22-TSAG-240122-TD-GEN-0453) | Ena Dekanic (FCC, US),Olivier Dubuisson (Orange, France) | Recommendation ITU-T A.7 describes working methods and procedures of a focus group such as its establishment, terms of reference, leadership, participation, financing, support, deliverables, etc. ITU-T focus groups are a flexible tool for progressing new work. Such flexibility may allow for groups developing a wide range of deliverables. Since there have been many instances in which the membership of a focus group does not have experience in the development of technical specifications, it has been common that focus group deliverables, although useful, needed to be reworked by the parent study groups. The creation of focus group guidelines for their working, including continued coordination with their parent group, could facilitate the swift development of deliverables by the parent group. Appendix I provides a set of guidelines to guide study groups and focus groups when implementing ITU-T A.7 focus groups that aim at producing specifications that can be efficiently streamlined from focus group deliverables to ITU-T Recommendations or Supplements, or otherwise. |
| RG-WM | [A.24](http://www.itu.int/itu-t/workprog/wp_item.aspx?isn=19289)\* | Rec. | New | Determined 2024-01-26 | TAP | 2024-01 | Collaboration and exchange of information with other organizations | [TSAG-TD470-R1 (2024-01)](http://www.itu.int/md/T22-TSAG-240122-TD-GEN-0470) | Olivier Dubuisson (Orange, France) | This Recommendation addresses different processes for collaboration and exchange of information with other qualified organizations, including a generic process for developing an ITU-T document (Recommendation, Supplement, etc.) in collaboration with other organizations, with the aim of producing documents that are identical (or technically aligned). |
| RG-WM | [A.RA (ex A.Suppl-RA)](http://www.itu.int/itu-t/workprog/wp_item.aspx?isn=18704) | Rec. | New | Under study | TAP | 2024-08 | Appointment and operations of registration authorities  | [TSAG-TD251-R1 (2023-05)](http://www.itu.int/md/T22-TSAG-230530-TD-GEN-0251) | Olivier Dubuisson (Orange, France),Philip Rushton (DSIT, UK) | This Recommendation provides guidance to aid ITU-T study groups in developing Recommendations with a registration function and in selecting a registration authority to provide this function. |
| RG-WTSA | [A.BN](http://www.itu.int/itu-t/workprog/wp_item.aspx?isn=18702) | Other | New | Under study | Agreement | 2024-07 | Briefing note on how to chair WTSA Sub-committee/Ad Hoc Group meetings  | [TSAG-TD473-R2 (2024-01)](http://www.itu.int/md/T22-TSAG-240122-TD-GEN-0473) | Fang Li (CAICT, MIIT, China) | This document is based on the ITU General Rules and aggregates information for guiding a chairman of a WTSA sub-committee (e.g., a working group of a Committee of the Assembly, Ad hoc groups) on how to organize the discussion and review of WTSA Resolutions to consensual agreement and highlight current common practices. |
| RG-WTSA | [A.Suppl-WTSAGL](http://www.itu.int/itu-t/workprog/wp_item.aspx?isn=18701) | Suppl. | New | Under study | Agreement | 2024-07 | WTSA preparation guideline on Resolutions  | [TSAG-TD472-R3 (2024-01)](http://www.itu.int/md/T22-TSAG-240122-TD-GEN-0472) | Evgeny Tonkikh (NIIR, Russia) | This supplement provide guideline for ITU-T members on the principles on streamlining Resolutions, and how to propose draft new and revised in-force WTSA Resolutions in the preparation for WTSA. |

\* NOTE – Recommendations A.4 and A.6 are in the process of being deleted, combined with the approval of draft new Recommendation A.24 indicated above. See §21.1.5 in the report for details.

# Annex E:Terms of Reference for the Rapporteur Group on strategic and operational planning (RG-SOP)

* Function as the TSAG focal point to collect and provide appropriate input from TSAG for consideration of the Council Working Group for the elaboration of the draft strategic plan.
* Identify the key strategic priorities in ITU-T that are unique to the Sector or at least complementary to those undertaken by other SDOs.
* Consider a range of appropriate mechanisms, including the ITU-T homepage, where a narrative can be developed which illustrate the advantages of participating actively in the work of the Sector.
* Review of the annual ITU-T operational plans for approval by Council.
* Consider the input of TSAG Rapporteur Group (RG) - Industry Engagement and Metrics (including the Industry Engagement Workshop) and other Rapporteur Groups in general, from strategic and operational point of view.
* Analyze market needs and technological developments to identify areas where new standards or revisions are necessary.

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1. <https://extranet.itu.int/sites/itu-t/studygroups/2022-2024/tsag/Captioning> [↑](#footnote-ref-2)
2. <https://www.itu.int/webcast/archive2/t2022-24tsag> [↑](#footnote-ref-3)