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|  | INTERNATIONAL TELECOMMUNICATION UNION  **TELECOMMUNICATION STANDARDIZATION SECTOR**  STUDY PERIOD 2022-2024 | | TSAG-TD514 | | |
| TSAG | | |
| Original: English | | |
| **Question(s):** | | RG-SOP | | Geneva, 29 July - 2 August 2024 | |
| **TD** | | | | | |
| **Source:** | | Rapporteur, TSAG RG-SOP | | | |
| **Title:** | | Draft agenda for RG-SOP | | | |
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| **Abstract:** | This TD provides the draft agenda for the RG-SOP session during the TSAG meeting (Geneva, 29 July – 2 August 2024). |

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

*Note: For the sake of time, unless otherwise requested, documents between parentheses are not expected to be introduced.*

**Agenda**

| **Timing** | **#** | **Agenda Item** | **Docs** | **Summary and Proposal** |
| --- | --- | --- | --- | --- |
| **Thursday, 1 August**  **14:30 - 15:45 hours Geneva time** |  | **TSAG Rapporteur Group on Strategic and Operational Planning (RG-SOP)** | | |
| 14:30 hours | **1** | **Opening and welcome** | | |
|  | 1.1 | Rapporteur, RG-SOP: draft agenda | [TD514](http://www.itu.int/md/meetingdoc.asp?lang=en&parent=T22-TSAG-240729-TD-GEN-0514) | **To adopt.** |
|  | 1.2 | Documentation | ([Annex A](#AnnexA)) | **To note.** |
|  | 1.3 | Rapporteur, RG-SOP:  ToR of TSAG RG-SOP | ([Annex B](#AnnexB)) | **To note.**  Reference: Annex E of ([TSAG-R4(2024-01)](https://www.itu.int/md/T22-TSAG-R-0004/en)) |
|  | 1.4 | Rapporteur, RG-SOP:  Progress report from interim TSAG RG-SOP meetings (January to July 2024) | ([TD526](http://www.itu.int/md/meetingdoc.asp?lang=en&parent=T22-TSAG-240729-TD-GEN-0526)) | **To note.**  Presented at TSAG Plenary. |
| 14:35 hours | **2** | **Review of the report of Industry Engagement Workshop in relation to strategic and operational planning** | | |
|  | 2.1 | Report of Industry Engagement Workshop | ([TD599](http://www.itu.int/md/meetingdoc.asp?lang=en&parent=T22-TSAG-240729-TD-GEN-0599)) | **To note.**  Presented at RG-SOP interim meeting on 18 June. |
|  | 2.2 | Rapporteur, RG-IEM : Industry Engagement Proposed Actions sorted by target entities | [TD667R1](https://www.itu.int/md/T22-TSAG-240729-TD-GEN-0667/en)  (Output of RG-IEM meeting) | This document regroups the proposed actions from the industry engagement workshop for each target entity.  **To consider.**  To be approved by WP2 Plenary. |
|  | 2.3 | Rapporteur, RG-IEM : Draft updated ITU-T action plan for a vibrant engagement of the industry | ([TD624R2](https://www.itu.int/md/T22-TSAG-240729-TD-GEN-0624/en))  (Output of RG-IEM meeting) | This document contains the draft updated “ITU-T action plan for a vibrant engagement of the industry” developed by TSAG RG-IEM in line with its terms of reference, and updated by the Industry Engagement Workshop Steering Committee, based on the outcomes of the workshop (19 April 2024).  The changes concern the addition of the learning & feedback paragraph in tables 2-12 for each action item in chapter 7, as well as a new chapter 8.  **To note.** To be approved by WP2 Plenary. |
| 15:00 hours | **3** | **TSAG inputs to CWG-SFP for the elaboration of the draft Strategic and Financial Plan for 2028 - 2031** | | |
|  | 3.1 | ITU/SG/SPM: ITU’s Strategic Plans | [TD672](https://www.itu.int/md/meetingdoc.asp?lang=en&parent=T22-TSAG-240729-TD-GEN-0672) | **To note.**  Presentation will be made after 15:00.  Reference documents for information:  -Strategic plan for the Union for 2024-2027 ([PP-22 Res. 71](https://www.itu.int/en/council/Documents/basic-texts-2023/RES-071-E.pdf) )  -Preparation of the ITU strategic and financial plans for 2028-2031 ([C24/59 Rev.1](https://www.itu.int/md/S24-CL-C-0059/en)) |
|  | 3.2 | Ericsson Canada; Canada: Elements to consider for the ITU-T/TSAG input to CWG-SFP | [C103](http://www.itu.int/md/meetingdoc.asp?lang=en&parent=T22-TSAG-C-0103) | The purpose of this contribution is to identify a number of elements pertinent to ITU-T which could form the basis of a TSAG input to the Council Working Group on the elaboration of the draft Strategic Plan, 2028-2031. It is expected that the ITU-T contribution to the CWG will evolve over time based in part on contributions from the membership to RG-SOP, TSAG and the WTSA.  **To discuss.** |
|  | 3.3 | TSB: Schedule of meetings in relation to TSAG inputs for the elaboration of the draft Strategic Plan, 2028-2031 | [TD665](https://www.itu.int/md/meetingdoc.asp?lang=en&parent=T22-TSAG-240729-TD-GEN-0665) | **To note.**  Reference document for information:  - Council Document ([C24/139](https://www.itu.int/md/S24-CL-C-0139/en)) - Resolution 1428: Establishment of the Council Working Group for strategic and financial plans for 2028-2031 |
| 15:30 hours | **4** | **Operational plan for 2025-2028** | | |
|  | 4.1 | Four-year rolling Operational Plan for the Union for 2025-2028 | ([TD497](https://www.itu.int/md/T22-TSAG-240729-TD-GEN-0497/en)) | **To note.**  Presented at RG-SOP interim meeting on 18 June. Approved by the Council-24. |
|  | 4.2 | ITU-T draft operational plan for 2025-2028 and 2023 performance report | [TD625](https://www.itu.int/md/T22-TSAG-240729-TD-GEN-0625/en) | TSAG **to review and to provide guidance** as deemed appropriate. Presented at RG-SOP interim meeting on 18 June. |
|  | 4.3 | ITU Regional Office Directors: Contribution of the ITU Regional Offices to the ITU-T Operational Plan and Coordination activities with TSB (January - June 2024) | ([TD552](http://www.itu.int/md/meetingdoc.asp?lang=en&parent=T22-TSAG-240729-TD-GEN-0552)) | **To note**.  Presented at TSAG Plenary. |
| 15:40 hours | **5** | **Future meetings** | | Suggested RG-SOP meeting dates, times (Geneva time) and subjects, to be confirmed:  - **4 September 2024, 1400-1530 (Geneva time).** To finalize the 1st TSAG input to CWG-SFP.  - During **WTSA-24**, date/time to be confirmed. |
|  | **6** | **AOB** | | |
| 15:45 hours | **7** | **Closure of the meeting** | | Meeting report to be found in [TD515](http://www.itu.int/md/meetingdoc.asp?lang=en&parent=T22-TSAG-240729-TD-GEN-0515). |

Annex A:  
Documentation

| # | Category | TD/C # | Source | Title |
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|  | Admin | [TD514](http://www.itu.int/md/meetingdoc.asp?lang=en&parent=T22-TSAG-240729-TD-GEN-0514) | Rapporteur, RG-SOP | Agenda, RG-SOP |
|  | Admin | [TD526](http://www.itu.int/md/meetingdoc.asp?lang=en&parent=T22-TSAG-240729-TD-GEN-0526) | Rapporteur, RG-SOP | Progress report from interim TSAG RG-SOP meetings |
|  | Report | [TD515](http://www.itu.int/md/meetingdoc.asp?lang=en&parent=T22-TSAG-240729-TD-GEN-0515) | Rapporteur, RG-SOP | Reserved for: Report, RG-SOP |
|  | Information | [TD497](https://www.itu.int/md/T22-TSAG-240729-TD-GEN-0497/en) | TSB | Four-year rolling Operational Plan for the Union for 2025-2028 |
|  | Information (to review) | [TD625](https://www.itu.int/md/T22-TSAG-240729-TD-GEN-0625/en) | TSB | ITU-T draft operational plan for 2025-2028 and 2023 performance report |
|  | Information | [TD599](http://www.itu.int/md/meetingdoc.asp?lang=en&parent=T22-TSAG-240729-TD-GEN-0599) | Rapporteur, RG-IEM | Report of Industry Engagement Workshop |
|  | Information | [TD552](http://www.itu.int/md/meetingdoc.asp?lang=en&parent=T22-TSAG-240729-TD-GEN-0552) | ITU Regional Office Directors | Contribution of the ITU Regional Offices to the ITU-T Operational Plan and Coordination activities with TSB (January - June 2024) |
|  | Contribution | [C103](http://www.itu.int/md/meetingdoc.asp?lang=en&parent=T22-TSAG-C-0103) | Ericsson Canada; Canada | Elements to consider for the ITU-T/TSAG input to CWG-SFP |
|  | Information | [TD665](https://www.itu.int/md/meetingdoc.asp?lang=en&parent=T22-TSAG-240729-TD-GEN-0665) | TSB | RG-SOP: Schedule of meetings in relation to TSAG inputs for the elaboration of the draft Strategic Plan, 2028-2031 |
|  | infomration | [TD667R1](https://www.itu.int/md/T22-TSAG-240729-TD-GEN-0667/en) | Rapporteur, RG-IEM | Industry Engagement Proposed Actions sorted by target entities |
|  | Information | [TD624R2](https://www.itu.int/md/T22-TSAG-240729-TD-GEN-0624/en) | Rapporteur, RG-IEM | Draft updated ITU-T action plan for a vibrant engagement of the industry |
|  | Information | [TD672](https://www.itu.int/md/meetingdoc.asp?lang=en&parent=T22-TSAG-240729-TD-GEN-0672) | TSB; ITU/SG/SPM | RG-SOP: ITU’s Strategic Plans |

# Annex B: 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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