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|  | INTERNATIONAL TELECOMMUNICATION UNION  **TELECOMMUNICATION STANDARDIZATION SECTOR**  STUDY PERIOD 2022-2024 | | TSAG-TD650 |
| TSAG |
| Original: English |
| **Question(s):** | | RG-WM | Geneva, 29 July – 2 August 2024 |
| **TD** | | | |
| **Source:** | | Rapporteur, RG-WM | |
| **Title:** | | Update of the RG-WM work programme | |
| **Contact:** | | Olivier Dubuisson Orange France | E-mail: [olivier.dubuisson@orange.com](mailto:olivier.dubuisson@orange.com) |
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| **Abstract:** | This TD provides a suggested update of the RG-WM work programme, capturing what should be its status at the end of the TSAG meeting.. |

**Action**: RG-WM is invited to confirm the data in this document.

*NOTE – TSB will keep updated the online work programme of TSAG RG-WM, taking into account the final agreed version of this TD\.*

Work programme of the TSAG Rapporteur Group on Work Methods (RG-WM)

| **Question** | **Work item** | **Type of text** | **Version** | **Status** | **Approval process** | **Timing** | **Subject / Title** | **Reference(s)** | **Editor(s)** | **Summary** |
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| RG-WM | [A.1-rev](http://www.itu.int/itu-t/workprog/wp_item.aspx?isn=18921) | Recommendation | Rev. | Under study | TAP | 2025 | Working methods for study groups of the ITU Telecommunication Standardization Sector | [TD600R2](https://www.itu.int/md/meetingdoc.asp?lang=en&parent=T22-TSAG-240729-TD-GEN-0600) | [Olivier Dubuisson (Orange)](mailto:olivier.dubuisson(AT)orange.com) | 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. |
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| RG-WM | [A.RA (ex A.SupplRA](http://www.itu.int/itu-t/workprog/wp_item.aspx?isn=18704)) | Recommendation | New | Under study | TAP | 2025 | Appointment and operations of registration authorities | [TD571R1](https://www.itu.int/md/meetingdoc.asp?lang=en&parent=T22-TSAG-240729-TD-GEN-0571) | [Olivier Dubuisson (Orange)](mailto:olivier.dubuisson(AT)orange.com)  [Philip Rushton](mailto:philrushton@rcc-uk.uk) | This Recommendation provides a methodology to aid ITU-T study groups in developing Recommendations with a registration function and in selecting a registration authority to provide this function. |
| RG-WM | A.SupplSGA | Supplement (Supplement to the ITU-T A-series Recommendations) | New | Under study | Agreement | 2024-08 (high priority) | Guidelines for the development of a standardization gap analysis | [TD541R3](https://www.itu.int/md/meetingdoc.asp?lang=en&parent=T22-TSAG-240729-TD-GEN-0541) | [Olivier Dubuisson](mailto:olivier.dubuisson@orange.com) | This Supplement provides guidelines to aid ITU-T study groups in developing a standardization gap analysis of work done in other study groups or other standards development organizations. A standardization gap analysis may be useful when a study group is considering new areas of work (e.g, establishing a new Question, establishing a focus group, adding a new work item to its work programme). A focus group may also develop a standardization gap analysis. |

**RG**: Designation of the Rapporteur Group responsible for the development of a work item  
**Work item**: Short name identifying a (draft or approved) Recommendation or other text. For revised documents it is suggested to use the publication designation followed by “-rev” (e.g., A.7-rev)  
**Type of text**: One of: Recommendation (including amendment/corrigenda); Supplement; Implementer's Guide; Technical papers, Technical reports; or Other  
**Equiv. Num.**: If any, designation of the equivalent document as published by another standards development organization (e.g., for common texts with ISO/IEC JTC 1)  
**New/Rev**: Indication of whether a work item is new or revised  
**Status**: Current Approval state of a work item  
**Approval process**: One of: Traditional Approval Process (TAP); Alternative Approval Process (AAP); or Agreement  
**Priority**: One of: Low; Medium; or High (NOTE: not consistently used in ITU-T but available to be used if need be)  
**Timing**: Best current estimate of the expected year and month of Determination (TAP), Consent (AAP), or Agreement (non-normative materials) of a work item  
**Liaison relationship**: List of groups/organizations working on a similar topic that is important to coordinate with  
**Subject / Title**: Best current expectation of the full name of a work item  
**Baseline text(s)**: Previous published version of a work item and/or its latest draft. It may also include reference to A.5 justification documentation.  
**Editor(s)**: Person(s) responsible for providing to the Rapporteur the agreed updated baseline text of a work item after each relevant meeting  
**Summary**: Summary of a work item as described in its latest baseline text

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