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| The International Teleocmmunication Union - Connecting the World. | **International telecommunication union**  **Telecommunication Standardization Bureau** | | |  |
|  | | Geneva, 23 July 2025 | | |
| **Ref:** | TSB Collective letter 2/15  SG15/HO | - To Administrations of Member States of the Union;  - The State of Palestine (Res. 99 (Rev. Dubai, 2018));  - To ITU‑T Sector Members;  - To ITU‑T Associates of Study Group 15;  - To ITU Academia | | |
| Tel: | +41 22 730 6356 |
| Fax: | +41 22 730 5853 |
| E-mail: | [tsbsg15@itu.int](mailto:tsbsg15@itu.int) |
| Web: | <https://itu.int/go/tsg15> |
| **Subject:** | **Meeting of Study Group 15; Geneva, 13-24 October 2025** | | | |
| Dear Sir/Madam,   1. It is my pleasure to invite you to attend the next meeting of Study Group 15 (Networks, technologies and infrastructures for transport, access and home), which is planned to be held at ITU headquarters, Geneva, from 13 to 24 October 2025, inclusive. 2. Note that the entire meeting will run in English only with no interpretation. 3. The meeting will open at 0930 hours on the first day, and participant registration will begin at 0830 hours at the [Montbrillant building entrance](https://www.itu.int/en/about/Documents/itu-plan.pdf). Daily meeting room allocations will be displayed on screens throughout ITU headquarters, and online [here](https://handle.itu.int/11.1002/apps/meeting-rooms). 4. Please be aware that a joint IEC TC86 and ITU-T Study Group 15 workshop will be held in the afternoon of Friday, 17 October 2025, and that a workshop on fibre in premises network (FIP) will be held in the afternoon of Wednesday, 22 October 2025. These workshops are open to any interested expert who comes from a country that is an ITU member. Registration for the workshops is separate from that of SG15 and further details will appear in due time on the [SG15 homepage](https://www.itu.int/en/ITU-T/studygroups/2025-2028/15/Pages/default.aspx). 5. Practical meeting information is set out in **Annex A**. Delegates are reminded that, as per the provisions currently in force, decisions will be taken by those physically present in the meeting room. The opening and closing plenary sessions will be supported by webcast only (see Annex A for more details). 6. A draft meeting **agenda and time plan**, prepared by the Chair of Study Group 15, Mr Glenn Parsons (Canada), are set out in **Annexes B and C**, respectively. 7. A one-hour online training on preparing contributions (“Contribution Clinic”) will be provided about three weeks before the meeting. A one-hour newcomer session and one-to-three-hour BSG session will be provided during the meeting. Exact date and time of these sessions will be announced in due time via the SG15 reflector and webpage.   **Key deadlines**:   |  |  | | --- | --- | | 13 August | - [Submit ITU-T Member contributions](https://itu.int/net/ITU-T/ddp/) for which translation is requested | | 1 September | - Submit fellowship requests (via the forms on the [study group homepage](https://www.itu.int/en/ITU-T/studygroups/2025-2028/15/Pages/default.aspx); see details in Annex A) | | 13 September | - Pre-registration (via the online registration form on the study group homepage)  - Submit requests for visa support letters (via the online registration form; see details in Annex A) | | 30 September | - [Submit ITU-T Member Contributions (via Direct Document Posting)](https://www.itu.int/net/ITU-T/ddp/Default.aspx?groupid=T25-SG15) |   I wish you a productive and enjoyable meeting. | | | | |
| Yours faithfully,  A black text on a white background  AI-generated content may be incorrect.Seizo Onoe Director of the Telecommunication Standardization Bureau  **Annexes**: 3 | | | This QR code redirects to the latest meeeting information at: http://handle.itu.int/11.1002/groups/sg15ITU-T SG15 | |
| Latest meeting information | |

ANNEX A  
Practical meeting information

**WORKING METHODS AND FACILITIES**

**DOCUMENT SUBMISSION AND ACCESS**:The meeting will be run paperless. Member contributions should be submitted using [Direct Document Posting](https://itu.int/net/ITU-T/ddp/); draft TDs should be submitted by e-mail to the study group secretariat using the [appropriate template](https://www.itu.int/en/ITU-T/studygroups/Pages/templates.aspx). Access to meeting documents is provided from the study group homepage, and is restricted to ITU-T Members who have an [ITU user account](https://www.itu.int/TIES/) with TIES access.

**WIRELESS LAN** facilities are available to delegates in all ITU meeting rooms. Detailed information is available on‑site and on the [ITU‑T website](https://www.itu.int/en/general-secretariat/ICT-Services) .

**E-LOCKERS** are available for the duration of the meeting using delegates’ ITU-T RFID identity badges. The e‑lockers are located in the ITU Tower entrance floor and first basement, as well as on the ground floor of the Montbrillant building.

**PRINTERS** are available in the delegates’ lounges and near all [major meeting rooms](https://www.itu.int/en/about/Documents/itu-plan.pdf). To avoid the need to install drivers on delegates’ computers, documents may be printed by e-mailing them to the desired printer.  
Details at: <https://itu.int/go/e-print>.

**LOAN LAPTOPS** for delegates are available from the ITU Service Desk ([servicedesk@itu.int](mailto:servicedesk@itu.int)) on a first-come, first‑served basis.

**REMOTE PARTICIPATION**: Remote participation is provided on a best-effort basis. The opening and closing study group and working party plenary sessions will be supported by webcast. As per the provisions currently in force, decisions will be taken only by delegates physically present in the meeting room.

Interactive remote participation will be provided for all other scheduled sessions (see the initial plan in Annex C). In order to access sessions remotely, delegates must register for the meeting. Participants should be aware that, as per usual practice, the meeting will not be delayed or interrupted because of a remote participant’s inability to connect, listen or be heard, at the Chair’s discretion. If the voice quality of a remote participant is considered insufficient, the Chair may interrupt the remote participant and may refrain from giving the participant the floor until there is indication that the problem is resolved. Use of the meeting chat facility is encouraged to facilitate efficient time management during the sessions, at the Chair’s discretion.

**REAL-TIME CAPTIONING:** Real-time captioning will be provided on a best-effort basis for all study group plenary sessions.

**PRE-REGISTRATION, NEW DELEGATES, FELLOWSHIPS AND VISA SUPPORT**

**PRE-REGISTRATION**:Pre-registration is mandatory for both in-person and remote participants and is to be done online via the study group home page **at least one month before the start of the meeting**. The ITU-T registration system requires focal-point approval for registration requests; however, this can be changed to allow automatic approval as outlined in [TSB Circular 1](https://www.itu.int/md/T25-TSB-CIR-0001). Some options in the registration form apply only to Member States, including function, interpretation requests and fellowships requests. The membership is invited to include women in their delegations whenever possible.

**NEW DELEGATES** are invited to attend a mentoring programme, including a welcome briefing upon arrival, a guided tour of ITU headquarters, and an orientation session on the work of ITU-T. If you would like to participate, please contact [ITU-Tmembership@itu.int](mailto:ITU-Tmembership@itu.int). A quick-start guide for newcomers is available [here](https://www.itu.int/en/ITU-T/info/Documents/ITU-T-Newcomer-Guide.pdf).

**FELLOWSHIPS**: To facilitate participation from [eligible countries](https://www.itu.int/en/fellowships/Documents/2024/ListEligibleCountries2024.pdf), up to two partial in-person fellowships per country may be awarded, subject to available funding. A partial fellowship will cover either a) the **air ticket** (one return economy class ticket by the most direct/economical route from the country of origin to the meeting venue), or b) an appropriate **daily subsistence allowance** (intended to cover accommodation, meals and incidental expenses). In case two partial fellowships are requested, *at least one* should be an *air ticket*. The applicant's organization is responsible to cover the remaining participation costs.

In line with Plenipotentiary Resolution 213 (Dubai, 2018), it is encouraged that fellowship nominations take into consideration gender balance and inclusion of persons with disabilities and with specific needs. The criteria to grant a fellowship include: available ITU budget; active participation, including the submission of relevant written contributions; equitable distribution among countries and regions; application by persons with disabilities and specific needs; and gender balance.

The request form is available from the [study group homepage](https://www.itu.int/en/ITU-T/studygroups/2025-2028/15/Pages/default.aspx). **Fellowship requests must be received at the latest by 1 September 2025.** They are to be sent by e-mail to [fellowships@itu.int](mailto:fellowships@itu.int) or fax to +41 22 730 57 78. **Registration (approved by the focal point) is required before submitting a fellowship request**, and it is strongly recommended to register for the event and to start the request process at least seven weeks before the meeting.

**VISA SUPPORT**: If required, visas must be requested before the date of arrival in Switzerland from the embassy or consulate representing Switzerland in your country or, if there is no such office in your country, from the one that is closest to the country of departure. Deadlines vary, so it is suggested to check directly with the appropriate representation and apply early.

If problems are encountered, the Union can, at the official request of the administration or entity you represent, approach the competent Swiss authorities in order to facilitate delivery of the visa. Once your registration has been approved by your organization's registration focal point, there is normally a 15-day delay before the visa request letter is issued. Therefore, requests should be made by checking the corresponding box on the registration form **no later than one month before the meeting**. Enquiries should be sent to the ITU Travel Section ([travel@itu.int](mailto:travel@itu.int)), bearing the words "**visa support**".

**VISITING GENEVA: HOTELS, PUBLIC TRANSPORT**

**VISITORS TO GENEVA**: Practical information for delegates attending ITU meetings in Geneva can be found at: <https://itu.int/en/delegates-corner>.

**HOTEL DISCOUNTS**: A number of Geneva hotels offer preferential rates for delegates attending ITU meetings, and provide a card giving free access to Geneva's public transport system. A list of participating hotels, and guidance on how to claim discounts, can be found at: <https://itu.int/travel/>.

ANNEX B  
Draft agenda for the first meeting of ITU-T Study Group 15  
(Geneva, 13-24 October 2025)

1. Opening of meeting
2. Opening Remarks
3. Approval of agenda
4. Organization of Study Group 15:
5. Working methods
   1. TSAG matters of interest to SG15
   2. Guidance for the work of SG15
6. Feedback and Status Reports on interim activities (since March 2025)
   1. Approval of the first SG15 meeting reports ([SG15-R1 to R4](https://www.itu.int/md/T25-SG15-250317-R/en), March 2025)
   2. SG15 interim activities (matters of interest to Plenary)
   3. Status on SG15’s liaison, innovation, marketing, promotion and other roles
   4. Status of draft Recommendations consented/determined
   5. SG15 management matters of interest to Plenary
7. Objectives for this meeting
8. Time plan for this meeting (Annex C)
9. Meeting facilities and logistics
10. Documents and their allocation
11. Miscellaneous
    1. Networking reception

NOTE: Items 1-11 will be covered in the opening plenary on 13 October, and items 12-20 will be covered in the closing plenary on 24 October.

1. Reports of Working Parties
   1. Matters for resolution at study group level
   2. Intellectual property rights inquiry
   3. Determination of draft new/revised Recommendations according to Resolution 1 (TAP)
   4. Consent of Recommendations proposed for approval using Recommendation ITU-T A.8 (AAP)
   5. Agreement of other texts
   6. Status of Recommendations (SG15 work programme)
   7. Liaison and interaction with other groups
   8. Interim rapporteur/WP activities
   9. Texts for deletion, if any
2. Approval of any draft new/revised Recommendations according to Resolution 1 (TAP)
3. Approval of any draft new/revised Recommendations referred back to SG during AAP
4. Reports on SG15’s liaison, promotion and coordination group, and other roles
5. Leadership updates for Study Group 15
6. OUI assignment update
7. Report of SG15
   1. Future activities
8. Miscellaneous
9. Closing

NOTE ‒ Updates to the agenda can be found in [SG15-TD100/PLEN](https://www.itu.int/md/T25-SG15-251013-TD-PLEN-0100/en).

ANNEX C  
Draft time plan

**Study Group 15 draft time plan (Geneva, 13-24 October 2025) – First week**

|  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |
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|  | **Monday, 13 October** | | | | | | **Tuesday, 14 October** | | | | | | | **Wednesday, 15 October** | | | | | | **Thursday, 16 October** | | | | | | | **Friday, 17 October** | | | | | |
|  | 0 | 1 | 2 | 3 | 4 | 5 | 0 | 1 | 2 | | 3 | 4 | 5 | 0 | 1 | 2 | 3 | 4 | 5 | 0 | | 1 | 2 | 3 | 4 | 5 | 0 | 1 | 2 | 3 | 4 | 5 |
| **SG15 Plen** |  | x |  |  |  |  | # |  |  | |  |  |  | # |  |  |  |  |  | # | |  |  |  |  |  |  |  |  |  |  |  |
| **WP1 Plen** |  |  | x |  |  |  |  |  |  | |  |  |  |  |  |  |  |  |  |  | |  |  |  |  |  |  |  |  |  |  |  |
| **Q2/15** |  |  |  |  |  |  |  |  |  | |  |  |  |  |  |  |  |  |  |  | | x | K | H | x |  |  | x | x | L | L |  |
| **Q3/15** |  |  |  |  |  |  |  |  |  | |  |  |  |  |  |  |  |  |  |  | |  |  |  |  |  |  |  |  |  |  |  |
| **Q4/15** |  |  |  |  |  |  |  |  |  | |  |  |  |  |  |  |  |  |  |  | |  |  |  |  |  |  |  |  |  |  |  |
| **WP2 Plen** |  |  | x |  |  |  |  |  |  | |  |  |  |  |  |  |  |  |  |  | |  |  |  |  |  |  |  |  |  |  |  |
| **Q5/15** |  |  |  | x | x |  |  | x | x | | x | x |  |  | x | x | x | x |  |  | | x | K | x | x |  |  |  |  | L | L |  |
| **Q6/15** |  |  |  | x | x |  |  | x | x | | x | x |  |  | x | x | x | x |  |  | | A | K | H | x |  |  | x | x | L | L |  |
| **Q7/15** |  |  |  |  |  |  |  |  |  | |  |  |  |  |  |  |  |  |  |  | |  |  |  |  |  |  | x | x | L | L |  |
| **Q8/15** |  |  |  |  |  |  |  |  |  | |  |  |  |  |  |  |  |  |  |  | |  |  |  |  |  |  |  |  | L | L |  |
| **WP3 Plen** |  |  | x |  |  |  |  |  |  | |  |  |  |  |  |  |  |  |  |  | |  |  |  |  |  |  |  |  |  |  |  |
| **Q10/15** |  |  |  | x | x |  |  | x | x | | x | x |  |  | x | x |  |  |  |  | |  |  | x | x |  |  | x | x |  |  |  |
| **Q11/15** |  |  |  | x | x |  |  | x | x | | x | x |  |  | x | x | x | x |  |  | | A | x | x | x |  |  | x | x | x | x |  |
| **Q12/15** |  |  |  | x | x |  |  | x | x | | x | x |  |  | C | C | x | x |  |  | | A |  | H |  |  |  | D | D | x | x |  |
| **Q13/15** |  |  |  | x | x | x | x | x | x | | x | x | x | x | x | x | x | x | x | x | | A | x | x | B | x | x | x | x | x | x |  |
| **Q14/15** |  |  |  | x | x |  |  | x | x | | x | x |  |  | C | C | x | x |  |  | | A | x | x | B |  |  | D | D | x | x |  |
| Session times (except for Q2/15): 0 – 0830-0930; 1 – 0930-1045; 2 – 1115-1230; 3 – 1430-1545; 4 – 1615-1730; 5 – 1800→...  Session times of Q2/15: 1 – 0900-1030, 2 – 1100-1230, 3 – 1400-1530, 4 – 1600-1730 | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
|  | | | | | | | | | | ? Evening session(s) (if required). | | | | | | | | | | | # Breakfast tutorial(s) (if required). | | | | | | | | | | | |

**Study Group 15 draft time plan (Geneva, 13-24 October 2025) – Second week**

|  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |
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|  | **Monday, 20 October** | | | | | | **Tuesday, 21 October** | | | | | | **Wednesday, 22 October** | | | | | | **Thursday, 23 October** | | | | | | **Friday, 24 October** | | | | | |
|  | 0 | 1 | 2 | 3 | 4 | 5 | 0 | 1 | 2 | 3 | 4 | 5 | 0 | 1 | 2 | 3 | 4 | 5 | 0 | 1 | 2 | 3 | 4 | 5 | 0 | 1 | 2 | 3 | 4 | 5 |
| **SG15 Plen** |  |  |  |  |  | § |  |  |  |  |  | F |  |  |  |  |  |  |  |  |  |  |  |  |  | x | x | x |  |  |
| **WP1 Plen** |  |  |  |  |  | § |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  | W | x | x |  |  |  |  |  |  |
| **Q2/15** |  | x | x | x | x | § |  | x | x | x | x |  |  | x | x | M | M |  |  | x | x |  |  |  |  |  |  |  |  |  |
| **Q3/15** |  | x | x | x | x | § |  | x | x | x | x |  |  | x | x | M | M |  |  | x | x |  |  |  |  |  |  |  |  |  |
| **Q4/15** |  |  | x |  |  | § |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |
| **WP2 Plen** |  |  |  |  |  | § |  |  |  |  |  |  |  |  |  |  | Y |  |  | x | x | x | x |  |  |  |  |  |  |  |
| **Q5/15** |  |  |  |  |  | § |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |
| **Q6/15** |  | x | x | x | x | § |  | x | x | x | x |  |  | x | x | x |  |  |  |  |  |  |  |  |  |  |  |  |  |  |
| **Q7/15** |  | x | x | x | x | § |  | x | x | x | x |  |  | x | x |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |
| **Q8/15** |  | x | x | x | x | § |  | x | x | x | x |  |  | x | x |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |
| **WP3 Plen** |  |  |  |  |  | § |  |  |  |  |  |  |  |  |  |  | Z |  |  | x | x | x | x |  |  |  |  |  |  |  |
| **Q10/15** |  | x | x | x | x | § |  |  | x |  |  |  |  | x | x |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |
| **Q11/15** |  | x | x | x | x | § |  | x | x | x | x |  |  | x | x |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |
| **Q12/15** |  | x | x | E | E | § |  | x | x |  | J |  |  | G | x |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |
| **Q13/15** |  | x | x | x | x | § | x | x | x | x | x |  | x | x | x |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |
| **Q14/15** |  | x | x | E | E | § |  | x | x | x | x |  |  | G | x |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |
| Session times (except for Q2/15): 0 – 0830-0930; 1 – 0930-1045; 2 – 1115-1230; 3 – 1430-1545; 4 – 1615-1730; 5 – 1800→...  Session times of Q2/15: 1 – 0900-1030, 2 – 1100-1230, 3 – 1400-1530, 4 – 1600-1730  § Networking event, 1800-1930 (Sponsored by Verizon) | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |

Notes:

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| --- | --- |
| A | Joint Q6, 11, 12, 13, 14/15 Liaisons and topics of common interest (the Questions will meet independently if the joint meeting closes before the end of Session 1) |
| B | Joint Q13, 14/15 Topics of common interest on synchronization (the Questions will meet independently if the joint meeting closes before the end of the session) |
| C | Joint Q12, 14/15 Topics of common interest on ASON, SDN, cloud and media |
| D | Joint Q12, 14/15 Topics of common interest on ASON, SDN, cloud and media |
| E | Joint Q12, 14/15 Topics of common interest on ASON, SDN, cloud and media |
| F | Promotion and Coordination Group (PCG) |
| G | Joint Q12, Q14/15 Review report of joint meetings |
| H | Joint Q2, Q6 and Q12/15 on Technical Report on ION2030 |
| J | Technical Report on ION2030 will be discussed in this time slot. Representatives of interested Questions are invited. |
| K | Joint Q2, Q5 and Q6/15 on hollow core fibres |
| L | Joint IEC TC86 - ITU-T Study Group 15 workshop |
| M | A workshop on Fibre in Premises network (FIP) |
|  |  |
| W | WP1/15 Chairs and Rapporteurs only − Report preparation |
| Y | WP2/15 Chairs and Rapporteurs only − Report preparation to check documents for consent and Liaisons |
| Z | WP3/15 Chairs and Rapporteurs only − Report preparation |

NOTE ‒ Updates to the time plan can be found in [SG15-TD123/GEN](https://www.itu.int/md/T25-SG15-251013-TD-GEN-0123/en).

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