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|  | INTERNATIONAL TELECOMMUNICATION UNION**TELECOMMUNICATIONSTANDARDIZATION SECTOR**STUDY PERIOD 2025-2028 | TSAG-TD95 |
| TSAG |
| Original: English |
|  |  | Geneva, 26-30 May 2025 |
| **TD** |
| **Source:** | Chair WP1/TSAG |
| **Title:** | Opening WP1 agenda (Geneva, 26-30 May 2025) |
| **Contact:** | Ms Minah LEERep. of Korea; WP1 Chair | Tel: +82-10-5111-1045E-mail: misoko@tta.or.kr |
| **Contact:** | Mr Per FröjdhSweden; WP1 Vice-chair | Tel: +46-73-031-2413E-mail: per.frojdh@ericsson.com |

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| **Abstract:** | This TD contains the agenda for the opening session of the WP1/TSAG "Working methods, collaboration, engagement and strategic planning" at this meeting. |

1. Opening and approval of the agenda
2. Documentation ([Annex A](#AnnexA))
3. Terms of reference ([Annex B](#AnnexB))
4. Time management plan ([Annex C](#AnnexC))
5. Rapporteur group on working methods (RG-WM)
	1. Approval of interim meeting results (interregnum period)
		* Report: [TSAG-TD110](http://www.itu.int/md/meetingdoc.asp?lang=en&parent=T25-TSAG-250526-TD-GEN-0110)
		* Update the work programme: ITU-T A.RA ([TSAG-TD122](http://www.itu.int/md/meetingdoc.asp?lang=en&parent=T25-TSAG-250526-TD-GEN-0122)); [TSAG-TD125](http://www.itu.int/md/meetingdoc.asp?lang=en&parent=T25-TSAG-250526-TD-GEN-0125)
	2. Agenda, plans for this meeting [TSAG-TD101](http://www.itu.int/md/meetingdoc.asp?lang=en&parent=T25-TSAG-250526-TD-GEN-0101)
6. Rapporteur group on industry engagement and strategic and operational planning (RG-IES)
	1. Approval of interim meeting results (interregnum period)
		* Ex RG-SOP [TSAG-TD109](http://www.itu.int/md/meetingdoc.asp?lang=en&parent=T25-TSAG-250526-TD-GEN-0109)
		* Ex RG-IEM [TSAG-TD111](http://www.itu.int/md/meetingdoc.asp?lang=en&parent=T25-TSAG-250526-TD-GEN-0111)
	2. Agenda, plans for this meeting [TSAG-TD103](http://www.itu.int/md/meetingdoc.asp?lang=en&parent=T25-TSAG-250526-TD-GEN-0103)
7. AOB
	1. Increasing meeting organization efficiency: [TSAG-TD123-R1](http://www.itu.int/md/meetingdoc.asp?lang=en&parent=T25-TSAG-250526-TD-GEN-0123) (TSB)
	2. WTSA-24 Action plan items for WP1: [TSAG-TD127](http://www.itu.int/md/meetingdoc.asp?lang=en&parent=T25-TSAG-250526-TD-GEN-0127)
8. Closing

Annex A
Documentation

Documents for review by WP1

| Doc # | Source | Title | Destination |
| --- | --- | --- | --- |
| [TSAG-TD095](http://www.itu.int/md/meetingdoc.asp?lang=en&parent=T25-TSAG-250526-TD-GEN-0095) | Chair, WP1 | Agenda, WP1/TSAG opening plenary (Geneva, 26-30 May 2025) | WP1 |
| [TSAG-TD101](http://www.itu.int/md/meetingdoc.asp?lang=en&parent=T25-TSAG-250526-TD-GEN-0101) | Rapporteur, RG-WM | Draft agenda, RG-WM (Geneva, 26-30 May 2025) | RG-WM |
| [TSAG-TD103](http://www.itu.int/md/meetingdoc.asp?lang=en&parent=T25-TSAG-250526-TD-GEN-0103) | Rapporteur, RG-IES | Draft agenda, RG-IES (Geneva, 26-30 May 2025) | RG-IES |
| [TSAG-TD011](http://www.itu.int/md/meetingdoc.asp?lang=en&parent=T25-TSAG-250526-TD-GEN-0011) | Director, TSB | Electronic working methods services and database applications report | WP1, RG-WM |
| [TSAG-TD110](http://www.itu.int/md/meetingdoc.asp?lang=en&parent=T25-TSAG-250526-TD-GEN-0110) | Acting Rapporteur, RG-WM | Progress report from interim TSAG RG-WM meetings (July 2024-May 2025) | WP1, RG-WM |
| [TSAG-TD109](http://www.itu.int/md/meetingdoc.asp?lang=en&parent=T25-TSAG-250526-TD-GEN-0109) | Acting Rapporteur, RG-SOP | Progress report from interim TSAG RG-SOP meetings (July 2024-May 2025) | WP1, RG-IES |
| [TSAG-TD111](http://www.itu.int/md/meetingdoc.asp?lang=en&parent=T25-TSAG-250526-TD-GEN-0111) | Acting Rapporteur, RG-IEM | Progress report from interim TSAG RG-IEM meetings (July 2024-May 2025) | WP1, RG-IES |
| [TSAG-TD122](http://www.itu.int/md/meetingdoc.asp?lang=en&parent=T25-TSAG-250526-TD-GEN-0122) | Acting Rapporteur, RG-WM | Draft new Recommendation ITU-T A.RA "Appointment and operations of registration authorities" | WP1, RG-WM |
| [TSAG-TD123](http://www.itu.int/md/meetingdoc.asp?lang=en&parent=T25-TSAG-250526-TD-GEN-0123)-R1 | TSB | Increasing meeting organization efficiency | WP1 |
| [TSAG-TD125](http://www.itu.int/md/meetingdoc.asp?lang=en&parent=T25-TSAG-250526-TD-GEN-0125) | Rapporteur, RG-WM | Update of the RG-WM work programme | WP1, RG-WM |
| [TSAG-TD127](http://www.itu.int/md/meetingdoc.asp?lang=en&parent=T25-TSAG-250526-TD-GEN-0127) | TSB | WTSA-24 Action Plan – Activities for follow-up or monitoring by WP1 | WP1, RG-IES, RG-WM |

Reserved docs:

| Doc # | Source | Title | Destination |
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| [TSAG-TD096](http://www.itu.int/md/meetingdoc.asp?lang=en&parent=T25-TSAG-250526-TD-GEN-0096) | Chair, WP1 | Agenda, WP1/TSAG closing plenary (Geneva, 26-30 May 2025) | Plen |
| [TSAG-TD097](http://www.itu.int/md/meetingdoc.asp?lang=en&parent=T25-TSAG-250526-TD-GEN-0097) | Chair, WP1 | Report of the meeting of WP1/TSAG (Geneva, 26-30 May 2025) | WP1 |
| [TSAG-TD102](http://www.itu.int/md/meetingdoc.asp?lang=en&parent=T25-TSAG-250526-TD-GEN-0102) | Rapporteur, RG-WM | Draft report, RG-WM (Geneva, 26-30 May 2025) | WP1 |
| [TSAG-TD104](http://www.itu.int/md/meetingdoc.asp?lang=en&parent=T25-TSAG-250526-TD-GEN-0104) | Rapporteur, RG-IES | Draft report, RG-IES (Geneva, 26-30 May 2025) | WP1 |

Documents addressed in general to TSAG sub-groups

| Doc # | Source | Title | Destination |
| --- | --- | --- | --- |
| [TSAG-TD1](http://www.itu.int/md/meetingdoc.asp?lang=en&parent=T25-TSAG-250526-TD-GEN-0001)-R1 | TSAG Management Team | Draft time management plan (Geneva, 26-30 May 2025) |  |
| [TSAG-TD2](http://www.itu.int/md/meetingdoc.asp?lang=en&parent=T25-TSAG-250526-TD-GEN-0002)-R2 | TSAG Management Team | Agenda, document allocation and work plan (Geneva, 26-30 May 2025) |  |
| [TSAG-TD10-R1](http://www.itu.int/md/meetingdoc.asp?lang=en&parent=T25-TSAG-250526-TD-GEN-0010) | Director, TSB | Action plan related to the Resolutions and Opinion of WTSA |  |
| [TSAG-TD14](http://www.itu.int/md/meetingdoc.asp?lang=en&parent=T25-TSAG-250526-TD-GEN-0014) | TSB | Summary of contributions of the first TSAG meeting |  |
| [TSAG-TD15](http://www.itu.int/md/meetingdoc.asp?lang=en&parent=T25-TSAG-250526-TD-GEN-0015) | TSB | List of incoming liaison statements (Geneva, 26-30 May 2025) |  |
| [TSAG-TD22](http://www.itu.int/md/meetingdoc.asp?lang=en&parent=T25-TSAG-250526-TD-GEN-0022) | Chair, TSAG | Proposed TSAG structure, organization, and leadership for the 2025-2028 study period |  |
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Annex B
ToR for WP1/TSAG "Working methods, collaboration, engagement and strategic planning"

The following ToR are taken from [TSAG-TD7](https://www.itu.int/md/T25-TSAG-250526-TD-GEN-0007) (2025-05).

* Review proposals from RG-WM on the existing and future working methods (Resolution 22), including electronic working methods (Resolution 32) and practices, processes and procedures for the ITU-T Sector, including:
	+ ITU-T A-series texts.
	+ Guidance to study groups for their organization of work.
	+ Manual for Rapporteurs & Editors.
	+ Author's Guide.
	+ Guidance for fully virtual meetings and physical meetings with remote participation.
	+ Accessibility and human factors (Resolution 70).
	+ Implementation guidelines for ITU-T Recommendations.
* Review proposals from RG-IES for the ITU strategic and operational plans, increased industry engagement and provide recommendations to TSAG on this topic, including:
	+ Progress the implementation of Resolution 68 and 108

| WP | RG | Resolutions, Opinion, Actions |
| --- | --- | --- |
| WP1 | Rapporteur Group Working Methods (RG-WM) | * Resolutions 1, 22, 31, 32, 40, 54, 67, 70, 75, 83, 87
* WTSA-24 Actions 1, 4, 11, 12, 15
* (ITU-T A-series of Recommendations and Supplements)
 |
| Rapporteur Group Industry Engagement and Strategic and Operational Planning (RG-IES) | * Resolutions 7, 11, 18, 34, 43, 44, 55, 68, 74, 85, 90, 107, 108
* WTSA-24 Actions 3, 5, 6
 |

Annex C
Time management plan

The following time plan is taken from [TSAG-TD1-R1](https://www.itu.int/md/T22-TSAG-250526-TD-GEN-0001).

**DRAFT TIMEPLAN FOR TSAG AND RELATED WORKING PARTY AND RAPPORTEUR GROUP MEETINGS**

NOTES:

1 – Additional ad hoc groups, drafting and tutorial sessions are scheduled (see next page); the allocation of time slots for TSAG Rapporteur Groups is preliminary and subject to modification.

2 – All regular sessions will have human captioning.

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| **Session #** | **Sunday****25 May 2025** | **Monday****26 May 2025** | **Tuesday****27 May 2025** | **Wednesday****28 May 2025** | **Thursday****29 May 2025** | **Friday****30 May 2025** |
| #0 |  | **0900-0930 hours**Newcomer guided tour of ITU premises | **0800-0930 hours**Breakfast meeting of “Network of Women (NoW)” |  |  |  |
| #1; am |  | **0930 – 1045 hours**TSAG Plenary (\*\*\*) | **0930 – 1045 hours**RG-IES | **0930 – 1045 hours**RG-WM | **0930 – 1045 hours**RG-WPR | **0900 – 1015 hours**TSAG Plenary (\*\*\*) |
| *Coffee break* |  |  |  |  |  |  |
| #2; am |  | **1115 – 1230 hours**TSAG Plenary (\*\*\*) | **1115 – 1230 hours**RG-WM | **1115 – 1230 hours**RG-WPR | **1115 – 1230 hours**RG-WM | **1045 – 1200 hours**TSAG Plenary (\*\*\*) |
| *Lunch* |  | **1315 – 1430 hours**Study Group/TSAG/SCV Chairs’s meeting (\*\*) | **1330-1430 hours**Newcomer's session | **1230-1430**ISCG meeting (Room E) |  |  |
| #3; pm | **1600 – 1800**TSAG Management Meeting (\*) | **1430 – 1545 hours**WP1/WP2 opening plenary (\*\*\*) | **1430 – 1545 hours**RG-WPR | **1430 – 1545 hours**RG-DT | **1430 – 1545 hours**WP2 closing plenary | **1430 – 1545 hours**TSAG Plenary (\*\*\*) |
| *Coffee break* |  |  |  |  |  |  |
| #4; pm |  | **1615 – 1700 hours**WP1/WP2 opening plenary(\*\*\*) | **1615 – 1730 hours**RG-DT | **1615 – 1800 hours**RG-IES | **1615 – 1730 hours**WP1 closing plenary | **1615 – 1730 hours**TSAG Plenary (\*\*\*) |
| **1700 – 1730 hours**AI for Good information session (\*\*\*) |
| #5; pm |  | **1800-1930 hours**TSAG Reception (Kingdom of Saudi Arabia) |  |  |  |  |

(\*) session with interpretation (#) only for TSAG Management Team (##) only for ITU-T study group Chairmen and TSAG Chairman

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