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|  | INTERNATIONAL TELECOMMUNICATION UNION  **TELECOMMUNICATION STANDARDIZATION SECTOR**  STUDY PERIOD 2025-2028 | | | TSAG-TD102R1 |
| TSAG |
| Original: English |
|  | |  | | Geneva, 26-30 May 2025 |
| **TD** | | | | |
| **Source:** | | Rapporteur, TSAG Rapporteur group on working methods | | |
| **Title:** | | Draft Report RG-WM (Working methods) – 27, 28, 29 May 2025 | | |
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| **Abstract:** | This TD provides the draft report for the RG-WM sessions (27, 28, 29 May 2025) during the TSAG plenary meeting. |

**Action required**: TSAG/WP1 is invited to consider the following actions and to approve this report from RG-WM.

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| **Actions for WP1:**   * **RG-WM-1: RG-WM proposes to WP1 to request TSAG Plenary to approve RG-WM Terms of reference as proposed in TSAG-TD7/D.4** * **RG-WM-2: RG-WM proposes to WP1 to request TSAG Plenary to issue a liaison statement to SG2, 11, 17 and 21 to request comments on the draft A.RA for possible determination at next TSAG meeting (**[**TD136**](https://www.itu.int/md/T25-TSAG-250526-TD-GEN-0136/en)**).** * **RG-WM-3: RG-WM-3: RG-WM proposes to WP1 to request TSAG Plenary to appoint Mr Phil Rushton as TSAG Representative to ISCG especially to support the coordination of the remote participation guidelines.** * **RG-WM-4: TBD** * **…** |

**TUESDAY, 27 May 2025**

**1 Opening and welcome**

The meeting was chaired by Mr Glenn Parsons, with the assistance of Mr Stefano Polidori, TSB Counsellor.

The meeting opened on 27 May at 1115 hours. The Rapporteur welcomed the participants, provided his opening remarks and thanked the previous Rapporteur, Mr Olivier Dubuisson, for the excellent work done and the continuous support also in this Study Period. Also, the Rapporteur introduced the RG-WM team which includes two associate Rapporteurs, Ms Ena Dekanic (USA) and Mr Wu Tong (China Telecom), and the editor of many A-series Recommendations, Mr Olivier Dubuisson (Orange), who is currently editor of the two open work items under RG-WM: A.1-rev and A.RA, the latter having a co-editor, Mr Phil Rushton (UK). The Rapporteur mentioned that in some cases, detailed discussion will occur during ad hoc group sessions or future interim rapporteur group meetings of RG-WM. The Rapporteur also encouraged all delegates to give short intervention and respect a maximum time of two minutes when taking the floor.

The following document was noted by the meeting:

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|  | 1.1 | Supplement 4 to the ITU-T A-series "Supplement on guidelines for remote participation" | [A-Suppl.4](https://www.itu.int/ITU-T/recommendations/rec.aspx?rec=15253) | To be **considered by remote participants**.  For **noting** |

**2 Agenda**

The agenda of the RG-WM meeting was adopted as found in [TD101R1](https://www.itu.int/md/T25-TSAG-250526-TD-GEN-0101/en) with no changes. It will be revised as needed during TSAG. USA asked TSB to make available (at a certain point during the TSAG meeting) a harmonized list of interim meetings, including RG-WM and all other RGs interim meetings under TSAG, for the members to be able to consider these holistically.

The following documents were noted by the meeting with no comments.

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|  | 2.2 | TSAG MGT Team: Document allocation and work plan | [TD1](https://www.itu.int/md/T25-TSAG-250526-TD-GEN-0001/enIn)  [TD2](https://www.itu.int/md/T25-TSAG-250526-TD-GEN-0002/enIn) | This includes the document allocation. All documents relevant to RG‑WM are listed in this agenda.  For **noting** |
|  | 2.3 | Terms of Reference for the TSAG WP and RG | [TD7](https://www.itu.int/md/T25-TSAG-250526-TD-GEN-0007/en) | Proposed terms of reference (ToRs) for the rapporteur groups under TSAG in the 2025-2028 study period. RG-WM in D.4  For **approval** |

In particular, the terms of reference of RG-WM as found in TD7/D.4 were presented by the Rapporteur in detail and agreed to be submitted as they are to the closing Plenary, through WP1, for approval.

**Actions:**

* **RG-WM-1: RG-WM proposes to WP1 to request TSAG Plenary to approve RG-WM Terms of reference as proposed in TSAG-TD7/D.4**

**3 Progress report of interregnum rapporteur group meetings**

The following documents were considered.

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|  | 3.1 | Interregnum Rapporteur RG-WM: Progress report from interim TSAG RG-WM meetings | [TD110](https://www.itu.int/md/T25-TSAG-250526-TD-GEN-0110/en) | RG-WM is invited to **note** this report (including the RGM reports that it references) which has been approved by the WP1 opening plenary.  For **noting** |
|  | | 3.2 | Interregnum Rapporteur RG-WM, TSAG RG-WM: Living list | [TD129](https://www.itu.int/md/T25-TSAG-250526-TD-GEN-0129/en) | This represents the living list of issues from the previous Study Period.  For **noting** |

The Rapporteur reminded that [TD110](https://www.itu.int/md/T25-TSAG-250526-TD-GEN-0110/en) is the progress report of RG-WM to TSAG and details the advancement of the RG-WM work since the latest plenary meeting of TSAG (July 2024).

RG-WM held one interim rapporteur group meetings as reported below.

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| **RG-WM interim e-meeting** | **Meeting report** | **Resulting text** |
| [4 Feb 2025](https://extranet.itu.int/meetings/ITU-T/T22-TSAGRGM/RGWM-250204/SitePages/Welcome.aspx) | [DOC5 (250204)](https://extranet.itu.int/meetings/ITU-T/T22-TSAGRGM/RGWM-250204/DOCs/T22-TSAGRGM-RGWM-250204-DOC-0005.docx) | [DOC4 (250204)](https://extranet.itu.int/meetings/ITU-T/T22-TSAGRGM/RGWM-250204/DOCs/T22-TSAGRGM-RGWM-250204-DOC-0004.docx) = [TSAG-TD122](https://www.itu.int/md/T25-TSAG-250526-TD-GEN-0122/en) |

The report of 4 Feb 2025 interim meeting is also attached in the progress report. The RG-WM noted the progress report, which has been approved by the WP1 opening plenary. Each result will be addressed under the corresponding item of this agenda.

[TD129](https://www.itu.int/md/T25-TSAG-250526-TD-GEN-0129/en) provides an update to the living list of issues from previous Study Period. Mr Dubuisson informed the meeting that the living list is based on the latest version from last Study Period and may need additions according to the updated RG-WM ToR. Also, the meeting noted that there are issues pending from last Study Period that are dormant with no progress and these may be candidate for removal from the list. The meeting agreed to remove the old items for which no progress was made as these are no longer relevant and to add the new items. The USA suggested to list the item 2.2.2 (SMART) under the Resolution on electronic working methods (Res.32).

The editor, Mr Dubuisson agreed to update and issue a revision of the living list for the Thursday session of RG-WM.

**4 Draft new Recommendation ITU-T A.RA "Appointment and operations of registration authorities"**

The following document was considered together with the report of the interim RG-WM meeting (see item 3 above).

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|  | 4.1 | Interregnum Rapporteur, RG-WM:  Draft new Recommendation ITU-T A.RA "Appointment and operations of registration authorities" | [TD122](http://www.itu.int/md/meetingdoc.asp?lang=en&parent=T25-TSAG-250526-TD-GEN-0122) | This is the latest draft of new Recommendation ITU-T A.RA (based on [TD571r1 [2022-2024]](https://www.itu.int/md/T22-TSAG-240729-TD-GEN-0571/en)) resulting from discussion at the RG-WM RGM on 4 Feb 2025.  In the report from that RGM ([TD110](https://www.itu.int/md/T25-TSAG-250526-TD-GEN-0110/en)) it is mentioned that a TSAG liaison statement should be sent to SG2, SG11, SG17 and SG21 to get their feedback on draft Rec. ITU-T A.RA  For **discussion** |

The editor, Mr Dubuisson, presented [TD122](http://www.itu.int/md/meetingdoc.asp?lang=en&parent=T25-TSAG-250526-TD-GEN-0122). The first page includes the list of contributions received on this work item. The TD also includes some comments, that mostly capture the history of discussions. Most of these comments could be deleted. Other comments identify the need of changes, e.g. the definition of identifier in 3.1.1 was challenged but there is no proposal to update it. The structure of the text is stable for many years.

In the report from the interim meeting an action was proposed to send a liaison statement to SGs 2, 11, 17 and 21 for comments. Another option considered was the possibility of determination of this draft Recommendation at this meeting and collect comments as part of the TAP approval process. After discussion, and considering that the views of the Study Groups may be beneficial to resolve some of the A.RA pending items in square brackets, Mr Phil Rushton was requested to draft a liaison statement to be reviewed by RG-WM at its next session. Also, the current text of A.RA will be sent in attachment as found in TD122 with no additional editing.

**Actions:**

* **RG-WM-2: RG-WM proposes to WP1 to request TSAG Plenary to issue a liaison statement to SG2, 11, 17 and 21 to request comments on the draft A.RA for possible determination at next TSAG meeting (**[**TD136**](https://www.itu.int/md/T25-TSAG-250526-TD-GEN-0136/en)**).**

**5** [**Rec. ITU-T A.1**](https://www.itu.int/ITU-T/A.1) **"Working methods for study groups of the ITU Telecommunication Standardization Sector"**

The following contributions and TD were considered.

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|  | 5.1 | China Telecom, MIIT (China):  Proposal to clarify the Joint Working Party policy in ITU-T | [C12](http://www.itu.int/md/meetingdoc.asp?lang=en&parent=T25-TSAG-C-0012) | RG-WM to update Rec. A.1 with clearer provisions regarding the Joint Working Parties. Corresponding changes should be considered for WTSA Resolution 1.  For **discussion**. |
|  | 5.2 | Australia, Canada, United Kingdom:  Proposal to clarify the review process undertaken by the TSB’s editorial team. | [C13](http://www.itu.int/md/meetingdoc.asp?lang=en&parent=T25-TSAG-C-0013) | Proposal to discuss amendment to ITU Rec. A.1 to document the review process undertaken by the TSB’s editorial team to ensure clarity of the activity.  For **discussion**. |
|  | 5.3 | Russian Federation:  Proposal to agree on a compromise text for Rec. A.1 | [C15](http://www.itu.int/md/meetingdoc.asp?lang=en&parent=T25-TSAG-C-0015) | Proposal to finalize Rec. A.1 and agree with compromise text in 1.7.1, to align compromise 3.3.3 with 3.2.5. Keep proposal for 2 Members support in 1.4.7.1 and II.6.  For **discussion**. |
|  | 5.4 | Editor: Draft revised Recommendation ITU-T A.1 "Working methods for study groups of the ITU Telecommunication Standardization Sector" | [TD600 Rev.3](https://www.itu.int/dms_pub/itu-t/md/22/tsag/td/240729/GEN/T22-TSAG-240729-TD-GEN-0600!R3!MSW-E.docx) (2022-2024) | This is the latest draft of ITU-T A.1-rev "Working methods for study groups of the ITU Telecommunication Standardization Sector", resulting from discussions at RG-WM rapporteur group meetings since the last TSAG meeting (January-July 2024).  For **information** |

[C12](http://www.itu.int/md/meetingdoc.asp?lang=en&parent=T25-TSAG-C-0012) was presented by China Telecom. It is a proposal to clarify the Joint Working Party policy in ITU-T.

It was clarified that the proposal was motivated by a recent exchange between SG2 and SG3 on a possible joint WP, which eventually was not agreed and joint meetings of Rapporteur Groups were established instead by SG2 and SG3.

Most members believe that the Joint WP concept has never being used in ITU-T and may not be the most effective mechanism. Instead, joint meetings of Rapporteur Groups may be the most efficient.

It was noted that Joint WP is a mechanism already present in Res.1 and A.1, so there are two ways forward: remove it from both documents or make the existing text more clear, for example considering the proposal in C12.

After discussion, the meeting agreed that removing all references to the Joint WP mechanism from both A.1 and Resolution 1 is the preferred way forward. This conclusion will be considered by the editor of A.1-rev in the AHG meeting on A.1.

[C13](http://www.itu.int/md/meetingdoc.asp?lang=en&parent=T25-TSAG-C-0013) was presented by UK. It is a proposal to discuss amendments to ITU Rec. A.1 to document the review process undertaken by the TSB’s editorial team to ensure transparency and clarity of the activity.

Members expressed support to the concept and the meeting agreed to add this concept, noting the proposed text needed editing. The editor of ITU-T A.1 indicated that he has prepared a draft text discussed with the TSB editorial team, which he will present for discussion at the AHG on A.1 later this evening.

[C15](http://www.itu.int/md/meetingdoc.asp?lang=en&parent=T25-TSAG-C-0015) was presented by Russian Federation. It presents their position to agree on a compromise text for Rec. A.1 for the contentious paragraphs, in summary: agree with compromise text in 1.7.1, to align compromise 3.3.3 with 3.2.5. Keep proposal for 2 Members support in 1.4.7.1 and II.6. China supported the contribution from Russia. UK would prefer keeping 2 Member States in 1.4.7.1. This proposal will be discussed at the AHG on A.1 planned this evening at 17h45.

[TD600 Rev.3](https://www.itu.int/dms_pub/itu-t/md/22/tsag/td/240729/GEN/T22-TSAG-240729-TD-GEN-0600!R3!MSW-E.docx) (2022-2024). The draft of A.1-rev was noted. The meeting agreed to consider all above discussions at the AHG on A.1 planned on Tuesday 27 May at 17h45-19h15. The editor of A.1-rev prepared an update in TD135 for discussion at the AHG.

***Agreement 1: Establish RG-WM AHG on A.1 to review the new proposals submitted via contributions, according to the RG-WM discussions, and progress on outstanding items.***

The RG-WM session was adjourned at 12h35 on 27 May 2025.

**WEDNESDAY, 28 May 2025**

**6 Agenda**

The agenda of the RG-WM meeting was adopted as found in [TD101R2](https://www.itu.int/md/T25-TSAG-250526-TD-GEN-0101/en). The meeting agreed to consider item 7 on ad hoc groups as the last agenda item. The agenda will continue to be revised as needed during TSAG.

The following documents were noted by the meeting with no comments.

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| 9:30 | 6.1 | Rapporteur, TSAG RG-WM: Draft agenda | [TD101](https://www.itu.int/md/T25-TSAG-250526-TD-GEN-0101/en)R2 (this document) | RG-WM is invited to **adopt** the revised agenda (if any). |
|  | 6.2 | Rapporteur, TSAG RG-WM: Draft report of the meeting of RG-WM | [TD102](https://www.itu.int/md/T25-TSAG-250526-TD-GEN-0102/en) (pre-assigned) | The latest revision of the draft report reflects the results of the first session.  For **information**. |

**7 Result of ad hoc groups and informal discussions**

This agenda item was discussed as last of the day. The following document represents the result of the AHG on A.1 held on Tuesday 27 May (1745-1930). It was considered.

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|  | 7.1 | AHG on A.1 | [TD135R1](https://www.itu.int/md/T25-TSAG-250526-TD-GEN-0135/en) |  |

[TD135R1](https://www.itu.int/md/T25-TSAG-250526-TD-GEN-0135/en) provides the current status of A.1-rev discussions, and was developed as follow up to the AHG on A.1. After discussion on the contributions received to update A.1, some paragraphs were updated. The updated paragraphs that are not marked in green may need further discussion. The agreed updates were marked in green.

The meeting is of the opinion that removing a provision in ITU-T A.1, which may still be present in Resolution 1, is a valid approach, as long as text inserted in A.1 does not contradict text in force in Resolution 1. TSB is also of this opinion and may check with the legal advisor.

The A.1-rev text will be progressed during interim RG-WM e-meetings until next TSAG meeting.

**8** [**ITU-T A-series Supplement 4**](https://www.itu.int/ITU-T/recommendations/rec.aspx?rec=15253) **"Guidelines for remote participation"**

The following documents were considered.

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|  | 8.1 | ISCG:  The ISCG has noted the output of the CG of the CWG-FHR task on guidelines for remote participation and brings it to the attention of the sector advisory groups | [TD065](http://www.itu.int/md/meetingdoc.asp?lang=en&parent=T25-TSAG-250526-TD-GEN-0065) | LS/i on Draft guidelines on the management of fully virtual and physical meetings with remote participation The ISCG kindly requests the RAG, TDAG, and TSAG to provide their views on the alignment of their existing guidelines with the CWG-FHR guidelines and to identify any discrepancies, if present.  For **action** |
|  | 8.2 | United Kingdom:  Proposal on next steps in order to respond to the liaison from ISCG on remote participation guidelines | [C17](http://www.itu.int/md/meetingdoc.asp?lang=en&parent=T25-TSAG-C-0017) | Proposal to discuss next steps on remote participation and to establish an ad-hoc session to begin the comparison of the content of Supppl.4 and CWG-FHR guidelines, and if not completed during this meeting, to establish an activity to occur prior to the next TSAG meeting in order to provide a response to the ISCG.  For **discussion** |
|  | 8.3 | Korea (Rep. of):  Proposal to align A Suppl. 4 with the CWG-FHR guidelines or deleting A-series Suppl. 4. | [C09](http://www.itu.int/md/meetingdoc.asp?lang=en&parent=T25-TSAG-C-0009) | Proposal to align A Suppl. 4 with the CWG-FHR Guidelines for remote participation or deleting A-series Suppl. 4 and provide a reply liaison to ISCG  For **discussion** |

[TD065](http://www.itu.int/md/meetingdoc.asp?lang=en&parent=T25-TSAG-250526-TD-GEN-0065) is an incoming liaison statement from ISCG, which was presented by Italy. It provides the draft guidelines on the management of fully virtual and physical meetings with remote participation.

The ISCG kindly requests the RAG, TDAG, and TSAG to provide their views on the alignment of their existing guidelines with the CWG-FHR guidelines and to identify any discrepancies, if any is found.

Mr Bigi (Italy) mentioned that TD128 R1 may need updates as ISCG does need official representatives from TSAG as clarified at the opening TSAG Plenary. TSB confirmed that TD128R1 will be revised before the closing Plenary. Phil Rushton is proposed to continue to support the ISCG work on remote participation.

**Actions:**

* **RG-WM-3: RG-WM proposes to WP1 to request TSAG Plenary to appoint Mr Phil Rushton as TSAG Representative to ISCG especially to support the coordination of the remote participation guidelines.**

[C17](http://www.itu.int/md/meetingdoc.asp?lang=en&parent=T25-TSAG-C-0017) was presented and the meeting agreed in principle its proposal to discuss next steps on remote participation and to begin the comparison of the content of A Suppl.4 and CWG-FHR guidelines.

[C09](http://www.itu.int/md/meetingdoc.asp?lang=en&parent=T25-TSAG-C-0009) was presented by Korea and provides the initial comparison requested by C17. It provide an analysis to support alignment of A Supplement 4 with the CWG-FHR Guidelines for remote participation.

The meeting preferred to study the analysis provided in C09 further, and upon conclusion send this in a liaison statement to ISCG. Subsequent to this analysis, and the meeting believes that more discussion is needed to decide if A-series Supplement 4 requires a revision or not.

RG-WM agreed to discuss these issues on A Suppl.4 in detail during an interim e-meeting of RG-WM.

**9 Electronic working methods (EWM)**

The following document was presented by TSB

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|  | 9.1 | Director, TSB:  Electronic working methods services and database applications report | [TD011](http://www.itu.int/md/meetingdoc.asp?lang=en&parent=T25-TSAG-250526-TD-GEN-0011) | This TD describes actions taken since the last TSAG July-August 2024 meeting to improve electronic working methods and tools for the membership.  For **information**. |

This document describes actions taken since the last TSAG July-August 2024 meeting to improve electronic working methods and tools for the membership

This report describes TSB's activities to implement WTSA Resolution 32 with the following goals:

* Increase the ITU-T capability of Electronic Working Methods and review their benefits.
* Disseminate guidelines, documentation and training to use ITU-T Electronic Working Methods.
* Provide electronic participation facilities in ITU-T events for delegates unable to attend events in person.
* Maintain mobile-friendly ITU-T websites that make finding information easy.

These activities also effectively contribute to implementing WTSA Resolution 44 on bridging the standardization gap between developing and developed countries, namely by providing tools that:

* Ensure equal access to electronic meetings and provide remote participation.
* Provide support to ensure the smooth functioning of regional groups.
* Compile the necessary data to report on the effectiveness of developing and developed countries.

The document, which has more details, was noted. The following comments were expressed:

* The SMART concept, which is currently in the living list of RG-WM, may be taken on by TSB and implemented as part of the Res.32.
* Search engine optimization for the ITU-T website needs improvement.
* To enhance efficiency and facilitate collaboration, we need to automate many things in ITU-T, including development of reports, agendas, preparing compendiums etc. The status quo should be challenged as in few years the Recommendations may be drafted by AI therefore TSB may use Res 32 to facilitate this paradigm shift which seems unavoidable. The work programme update is one of the issues that could be automated.
* The sync tool requires a detailed guideline for installation. It is requested to enhance the sync tool to make it easier to use.

TSB will take all the comments into account and is available to discuss with the various members to enhance TSB electronic working methods. Mr Jérôme Belleman (TSB) contacts details are available in [TD11](http://www.itu.int/md/meetingdoc.asp?lang=en&parent=T25-TSAG-250526-TD-GEN-0011).

**10 AAP Comment Resolution (Ref. ITU-T A.8)**

The following documents were considered.

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|  | 10.1 | ITU-T SG2 | [TD060](http://www.itu.int/md/meetingdoc.asp?lang=en&parent=T25-TSAG-250526-TD-GEN-0060) | LS/i/r on the resolution of AAP comments (reply to TSAG-LS44)  SG2 thinks that ITU-T Recommendation A.8 is sufficient for resolving the comments submitted during the AAP  For **information** |
|  | 10.2 | ITU-T SG9 | [TD038](http://www.itu.int/md/meetingdoc.asp?lang=en&parent=T25-TSAG-250526-TD-GEN-0038) | LS/i/r on the resolution of AAP comments (reply to TSAG-LS44)  SG9 thinks that ITU-T Recommendation A.8 is sufficient for resolving the comments submitted during the AAP  For **information** |
|  | 10.3 | ITU-T SG11 | [TD068](http://www.itu.int/md/meetingdoc.asp?lang=en&parent=T25-TSAG-250526-TD-GEN-0068) | LS/i/r on the resolution of AAP comments (reply to TSAG-LS44)  SG11 thinks that ITU-T Recommendation A.8 is sufficient for resolving the comments submitted during the AAP.  For **information** |
|  | 10.4 | ITU-T SG13 | [TD073](http://www.itu.int/md/meetingdoc.asp?lang=en&parent=T25-TSAG-250526-TD-GEN-0073) | LS/i/r on the resolution of AAP comments (reply to TSAG-LS44)  SG13 thinks that ITU-T Recommendation A.8 is sufficient for resolving the comments submitted during the AAP and provided considerations on setting deadlines in case a review process is initiated.  For **information** |
|  | 10.5 | ITU-T SG15 | [TD079](http://www.itu.int/md/meetingdoc.asp?lang=en&parent=T25-TSAG-250526-TD-GEN-0079) | LS/i/r on the resolution of AAP comments (reply to TSAG-LS44)  SG15 thinks that ITU-T Recommendation A.8 is sufficient for resolving the comments submitted during the AAP.  For **information** |
|  | 10.6 | ITU-T SG20 | [TD052](http://www.itu.int/md/meetingdoc.asp?lang=en&parent=T25-TSAG-250526-TD-GEN-0052) | LS/i/r to TSAG on the resolution of AAP comments (reply to TSAG-LS44)  SG20 thinks that ITU-T Recommendation A.8 is sufficient for resolving the comments submitted during the AAP.  For **information** |

SGs 2, 9, 11, 13, 15 and 20 have replied to the liaison statement from TSAG on the comment resolution challenges, and all SGs agree that ITU-T A.8 is sufficient to follow up to the comment resolution process, however some additional nuances are also mentioned in the various liaison statements for information.

Accordingly, the meeting agreed that this issue is resolved with no action needed from RG-WM as ITU-T A.8 is sufficiently clear.

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