Terms of Reference

Joint Coordination Activity on Internet of Things, digital twins and smart sustainable cities and communities (JCA-IoT, DT and SSC&C)

1. Scope

The scope of the **JCA-IoT, DT and SSC&C** is to coordinate the ITU-T work on the "Internet of Things, digital twins and smart sustainable cities and communities" and provide a visible contact point for Internet of Things (IoT), digital twins (DT), citiverse and their applications, including smart sustainable cities and communities (SSC&C) activities in ITU-T, to seek co-operation from external bodies working in the field of IoT, DT and SSC&C and enable effective two-way communication with these bodies. External bodies include representatives from relevant SDOs such as IEC, ISO or relevant academia, consortia or forums.

2. Objectives

- To co-ordinate the activity on IoT, DT and SSC&C across ITU-T Study Groups and to liaise with ITU-R and ITU-D.

- To provide a visible contact point for IoT, DT and SSC&C activities in ITU-T; to seek co-operation from external bodies working in the field of IoT, DT and SSC&C; and to enable effective two-way communication with these bodies.

3. Participation

Participation is open to representatives of the ITU Membership and relevant SDOs, as well as relevant academia, forums, and consortia.

4. Working methods (in accordance with Section 2.2 of Recommendation A.1)

4.1 The membership shall comprise all ITU-T SG Chairs, the TSAG Chair, a number of SG Chairs' appointees, IoT, DT and SSC&C contact persons in ITU-T Study Groups and invited representatives from relevant SDOs such as IEC, ISO, as well as relevant academia, forums, and consortia.

4.2 The JCA-IoT, DT and SSC&C is working primarily by correspondence but can also meet in association with meetings of Study Groups where necessary. In addition, urgent issues requiring attention can be flagged up at any time and the JCA can convene as appropriate (including web conferencing tools) to take action.

4.3 The work of the JCA-IoT, DT and SSC&C will progress its work mostly by electronic means (e-mail, group and conference calls) and only hold a face-to-face meeting when considered necessary.

5. Specific tasks

5.1 To coordinate the ITU-T work on IoT, DT and SSC&C.

5.2 Maintain a list of contacts for IoT, DT and SSC&C in each Study Group.

5.3 Maintain a list of designated contacts within the external IoT, DT and SSC&C bodies.

5.4 Co-ordinate with any proposed new and revised Questions in the IoT, DT and SSC&C area.

5.5 Promote a coordinated approach towards standardization in the areas of IoT, DT and SSC&C.

5.6 Advise in the overall planning of tutorials and seminars, forums and workshops.

5.7 May address coordination of activity with recognized SDOs and forums, including periodic discussion of work plans and schedules of deliverables.

6.   Progress Reports

JCA-IoT, DT, and SSC&C will submit a report to SG20. Progress reports and proposals will be sent to relevant study groups as necessary, in accordance with Recommendation ITU-T A.1, clause 2.2.7.

_____