**Executive summary of the TSAG meeting** **(****Geneva, 22-26 January 2024)  
Third meeting in** **the study period 2022-2024**

**General**

This executive summary reports the results from the TSAG meeting held in Geneva, 22-26 January 2024 as well as the Inter-regional meeting (IRM), which took place on 18 January 2024. This was the third TSAG meeting in the study period 2022-2024.

**IRM (18 January 2024)**

* Each RTO (ATU, APT, LAS/AST, CEPT, CITEL and RCC) reported their preparation status for WTSA-24.
* Meeting report is given in [TD446](http://www.itu.int/md/meetingdoc.asp?lang=en&parent=T22-TSAG-240122-TD-GEN-0446)

**Opening remarks were given by:**

* ITU Secretary General
* BR Director
* BDT Director
* TSB Director
* TSAG Chair

**Appointments**

* Mr Mihail ION (Romania): TSAG Vice Chair and WP1 Chair (replacing Mr Tobias Kaufmann (Germany))
* Mr Samuel AGYEKUM (Ghana): TSAG Vice Chair and Associate Rapporteur of RG-WTSA (replacing Mr Isaac Boateng (Ghana))
* Mr Ahmad Sharafat (Iran) appointed as TSAG-RG-DT Rapporteur and Mr Ahmed Said (Egypt) - as Associate Rapporteur. Ms Cynthia Lesufi (South Africa) remains the Associate Rapporteur of RG-DT.
* Mr Victor Manuel MARTÍNEZ VANEGAS (Mexico) appointed as TSAG-RG-SOP Rapporteur and Mr Bruce GRACIE (Ericsson Canada) and Mr Dao Tian (ZTE Corporation, China) as RG-SOP Associate Rapporteurs.

**Creation of RG-SOP (Strategic and Operational Planning)**

* Rapporteur: Mr Victor Manuel MARTÍNEZ VANEGAS (Mexico)
* Associate Rapporteurs: Mr Bruce GRACIE (Ericsson Canada) and Mr Dao Tian (ZTE Corporation, China)

**WTSA-24**

* India informed on the designated chairs
  + WTSA-24: Mr Ritu Ranjan Mittar
  + GSS-24: Dr Rajkumar Upadhyay
* TSAG agreed on the following principle for appointment of chairs at WTSA-24
  + Appointment of chairs of Study Groups, TSAG and SCV to be limited to one per Member State to have better regional balance
    - *Note: Meeting considered that this is a guideline that would not limit the nominations but rather would be a helpful guide for the appointment*
  + TSB will include this principle in the Circular letter inviting members to nominate Study Group, TSAG and SCV chairs and vice-chairs.
* Regional coordination ([TD389R1](http://www.itu.int/md/meetingdoc.asp?lang=en&parent=T22-TSAG-240122-TD-GEN-0389), [TD388](http://www.itu.int/md/meetingdoc.asp?lang=en&parent=T22-TSAG-240122-TD-GEN-0388))

**Workprogramme and SG restructuring**

* Restructuring: Agreement to consolidate SG9 and SG16 into one Study Group & agreed path forward till WTSA-24
* Metaverse:
  + FG-MV lifetime extension till June 2024 and allocation of approved deliverables to SGs
  + SGs to consider starting work on metaverse and updating Question texts (more in [TD480R1](http://www.itu.int/md/meetingdoc.asp?lang=en&parent=T22-TSAG-240122-TD-GEN-0480))

**Working methods (see also Annex 1 for decisions on Recommendations)**

* Requested ITU Council to instruct TSAG on the use of the term “chairman” or “chair”
* Approved (revised) ITU-T A.8 "Alternative approval process for new and revised ITU-T Recommendations"
* Determined (revised) ITU-T A.7 "Focus groups: Establishment and working procedures"
* Determined new ITU-T A.18 on Joint Coordination Activities (formerly, ITU-T A.1, clause 5)
* Agreed to develop a new A-series Supplement "Guidelines for the development of a standards gap analysis"
* Agreed to develop a new A-series Recommendation A.RA "Appointment and operations of registration authorities"
* Will continue reviewing ITU-T A.1 "Working methods for study groups of the ITU Telecommunication Standardization Sector"
* Cooperation with Forums, Consortia and other SDOs:
  + Suppressed ITU-T A.4 (on Cooperation with Forums and Consortia)
  + Suppressed ITU-T A.6 (on Cooperation with regional and national SDOs)
  + Determined new ITU-T A.24 (on Cooperation with other SDOs; formerly, A-Series Suppl.5)
  + Agreed in principle to suppress A-Series Suppl.5 upon approval of A.24 in July 2024

**RG-WTSA**

* Continue working on Draft A.SupWTSAGL “WTSA preparation guideline on Resolutions”
  + Provides guidelines for ITU-T members on the principles on streamlining Resolutions, and how to propose draft new and revised in-force WTSA Resolutions in the preparation for WTSA.
* Continue working on Draft A.BN “Briefing note on how to chair WTSA Sub-committee/Ad Hoc Group meeting”
  + Based on the ITU [General Rules](https://www.itu.int/en/council/Documents/basic-texts/General-Rules-E.pdf) and aggregates information for guiding a chairman of a WTSA sub-committee ( e.g., a working group of a Committee of the Assembly, Ad hoc groups) discussion to consensual agreement and highlight current common practices. This is not intended for use by the WTSA chair or COM Chairs.
* WTSA-20 Action Plan
  + TSAG-TD410: report on the WTSA-20 Action Plan of 409 actions from 58 WTSA-20 Resolutions
  + Compared with WTSA-12 Action Plan:
    - 16% (50 > 58) increase in the number of Resolution
    - 39% (187 > 260) increase in the number of pages
    - 105% (199 -> 409) increase in the number of actions
  + 230 (56%) actions are for TSB (mostly reporting),
  + 179 (44%) substantive action items rely on ITU membership, bearing in mind that:
    - Instruction given to the ITU membership is non-binding;
    - ITU-T SGs/TSAG work is ‘Contribution driven’, thus an instruction given to ITU-T SGs/TSAG will serve its purpose only if followed by contribution(s). A WTSA Resolution will not alone lead to ITU-T standards.
  + Updates:
    - Status of various action items
    - WTSA Resolutions 40 and 80 were assigned to RG-WM

**Other updates from TSAG**

* New Bridging the Standardization Gap (BSG) Program: <https://itu.int/bsg/>
* New Network of Women (NoW) in Standards: <https://itu.int/en/ITU-T/NoW>
* WTSA-24 website: <https://itu.int/wtsa>
* GSS-24 website: <https://gss.itu.int/>
* Opening of WTSA-24 and GSS-24 Registration: <https://itu.int/go/wtsa/reg>
  + Non-interactive remote participation will be provided.
* Industry engagement workshop: 19 April 2024 @ ITU HQs
* Continue the development of draft new Resolution WTSA on digital transformation (RG-DT)
* Human Right and Standards
* JCA reports
  + JCA on Accessibility and Human factors (JCA-AHF)
  + JCA on Digital COVID 19 certificates (ITU-T JCA-DCC)
  + JCA on Quantum Key Distribution Network (ITU-T JCA-QKDN)
* AI for good
* Kaleidoscope
* ITU Journal on Future and Evolving Technologies
* Contribution of the ITU Regional Offices
* Coordination with CITS

**Closing remarks were given by:**

* TSB Director
* TSAG Chair

**Statistics**

* **38** contributions (including 6 for IRM)
* **183** TDs
* Approval: TAP: **1**
* Determination: **3** (A.7, A.18 (ex A.jca), A.24)
* Deletion of Recommendations: **2**
* Deletion of Supplements: 3
* New work items: 3
* **332** participants from **64** countries (see attached statistics for more information)
  + **213** physical participants and **119** remote participants
* **62** Incoming liaison statements
* **7** outgoing liaison statements [26 last meeting]
* **11** partial fellowships were provided
* Reception was held on 23 January, hosted by Japan
* Real-time captioning was provided for all the sessions
* Interpretation was provided on 22 and 26 January.

**Remote participation**

* Remote participation was provided for all the regular and AHG sessions using Zoom.

**Future meetings**

* Fourth (final) TSAG meeting: Geneva, 29 July – 2 August 2024
* Second inter-regional meeting (IRM): Virtual, 25 July 2024
* Interim meetings
  + **18** virtual meetings (see Annex 2 for details)

**Annex 1**

**Decisions on Recommendations (TSAG, January 2024)**

**TAP Approval**

| **Recommendation** | **N=new R=rev.** | **Title** | **Text in Doc(s)** |
| --- | --- | --- | --- |
| A.8 | R | Alternative approval process for new and revised ITU T Recommendations | [TD450R2](https://www.itu.int/md/meetingdoc.asp?lang=en&parent=T22-TSAG-240122-TD-GEN-0450)  MS consultation results in [TD444R1](https://www.itu.int/md/meetingdoc.asp?lang=en&parent=T22-TSAG-240122-TD-GEN-0444) |

**Determination**

| **Recommendation** | **N=new R=rev.** | **Title** | **Text in Doc(s)** |
| --- | --- | --- | --- |
| A.7 | R | Focus groups: Establishment and working procedures | [TD453](https://www.itu.int/md/T22-TSAG-240122-TD-GEN-0453/en) |
| A.18 (ex A.jca) | N | Joint coordination activities: Establishment and working procedures | [TD467R1](https://www.itu.int/md/T22-TSAG-240122-TD-GEN-0467/en) |
| A.24 | N | Collaboration and exchange of information with other organizations | [TD470R1](https://www.itu.int/md/T22-TSAG-240122-TD-GEN-0470/en) |

**Deletion**

| **Document** | **Title** |
| --- | --- |
| A.4 | Communication process between the ITU Telecommunication Standardization Sector and forums and consortia |
| A.6 | Cooperation and exchange of information between the ITU Telecommunication Standardization Sector and national and regional standards development organizations |

**Note**: Consultation on this deletion will start three months prior to the TSAG meeting in July 2024 so that the deletion would come into force at the same time when TSAG considers the approval of ITU-T A.24.

**Annex 2**

**Interim RGM schedule, TSAG January 2024 meeting**

NOTES:

* All the events below are virtual.
* See <https://www.itu.int/net/ITU-T/lists/rgm.aspx?Group=0> for the latest information.

WP1

RG-WM

| # | Date | Time  (Geneva time) | Objectives | Deadline |
| --- | --- | --- | --- | --- |
| 1 | 21 Feb 2024 | 12:00-15:00 | Draft ITU-T A.RA ([TSAG-TD396R1](https://www.itu.int/md/T22-TSAG-240122-TD-GEN-0396/en)) | 11 Feb 2024 |
| 2 | 13 Mar 2024 | 12:00-15:00 | Draft A.SupplSGA ([TSAG-TD385R1](https://www.itu.int/md/T22-TSAG-240122-TD-GEN-0385/en)) | 3 Mar 2024 |
| 3 | 03 Apr 2024 | 12:00-15:00 | Draft revised A.1 including Appendices II and III ([TSAG-TD478](https://www.itu.int/md/T22-TSAG-240122-TD-GEN-0478/en)) | 24 Mar 2024 |
| 4 | 26 Apr 2024 | 12:00-15:00 | Draft ITU-T A.RA ([TSAG-TD396R1](https://www.itu.int/md/T22-TSAG-240122-TD-GEN-0396/en)) | 16 Apr 2024 |
| 5 | 14 May 2024 | 12:00-15:00 | Pending issues from previous rapporteur group meetings | 5 May 2024 |
| 6 | 02 July 2024 | 12:00-15:00 | A-Suppl.4; pending issues from previous rapporteur group meetings | 23 June 2024 |

RG-WTSA

| # | Date | Time  (Geneva time) | Objectives | Deadline |
| --- | --- | --- | --- | --- |
| 1 | 18 April 2024 | 13:00-15:00 | Progress draft new A.SupWTSAGL and A.BN; review proposals on concrete implementation of streamlining of WTSA Resolutions and Opinion. | 11 Apr. 2024 |
| 2 | 20 June 2024 | 13:00-15:00 | Progress draft new A.SupWTSAGL and A.BN; review proposals on concrete implementation of streamlining of WTSA Resolutions and Opinion. | 13 June 2024 |

WP2

RG-WPR

| # | Date | Time  (Geneva time) | Objectives/Contributions invited on: | Contribution Deadline |
| --- | --- | --- | --- | --- |
| 1 | 19 June 2024 | 13:00-15:00 | Preparation status on the consolidation of ITU-T SG9 and SG16 | 12 June 2024 |

RG-IEM

| # | Date | Time  (Geneva time) | Objectives | Contribution Deadline |
| --- | --- | --- | --- | --- |
| 1 | 20 February 2024 | 13:00 – 14:30 | Workshop status | 12 February 2024 |
| 2 | 19 March 2024 | 13:00 – 14:30 | Emerging technology mechanism | 11 March 2024 |
| 3 | 7 May 2024 | 13:00 – 14:30 | Workshop results | 30 April 2024 |
| 4 | 17 June 2024 | 13:00 – 14:30 | Emerging technology mechanism | 3 June 2024 |

RG-DT

| # | Date | Time  (Geneva time) | Objectives/Contributions invited on: | Contribution Deadline |
| --- | --- | --- | --- | --- |
| 1 | 5 March 2024 | 13:00-15:00 | * Progress a gap analysis on the activities and studies on digital transformation; * Consider inter alia, definitions, concepts, system architectures, use-cases, fundamental underlying technologies, interoperability, and the ecosystem of digital transformation; * Progress draft new Resolution WTSA on digital transformation; * Submit RG-DT report to TSAG. | 26 February 2024 |
| 2 | 23 April 2024 | 13:00-15:00 | 15 April 2024 |
| 3 | 31 May 2024 | 13:00-15:00 | 23 May 2024 |
| 4 | 16 July 2024 | 13:00-15:00 | 8 July 2024 |

RG-SOP

NOTE – RG-SOP will report to TSAG Plenary directly from next TSAG meeting.

| # | Date | Time  (Geneva time) | Objectives/Contributions invited on: | Contribution Deadline |
| --- | --- | --- | --- | --- |
| 1 | 18 June 2024 | 13:00 – 14:30 | 1. Review the results of the Industry Engagement Workshop, particularly the value proposition for ITU-T;  2. Determine an appropriate methodology for the review of the ITU-T Operational Plans;  3. Establish a work plan for RG-SOP pre- and post-WTSA-24. | 11 June 2024 |

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