WORLD TELECOMMUNICATION
STANDARDIZATION ASSEMBLY

ITUWTSA-20
GENEVA2022

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Geneva, Switzerland

Working Methods of ITU-T: outcome from WTSA-20

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Resolution 1 Rules of Procedure of ITU-T

- Section 1 – WTSA:
  - WTSA mandate consolidated (from CV and other parts of Res. 1)
  - SG Chairmen should attend WTSA
- Section 1bis – documentation:
  - non-normative texts removed, left reference to A.13
- Section 2 – SG and other groups:
  - establishment, participation of regional group moved to Res 54, left reference to Res 54
  - SG report to WTSA deadline: from 1 month to 35 days
  - SG meeting should normally not be held in parallel with TSAG meeting
- Section 3 – SG management:
  - leaders shall be impartial, comply with ITU CS/CV/GR, Res 1, and A-series.
  - TSB staff shall provide advice.

Resolution 1 Rules of Procedure of ITU-T

- Section 4 – TSAG:
  - As far as practical, TSAG meeting to avoid major religious, national and regional holiday periods
  - TSAG report in all official languages of the Union
  - TSAG shall be made aware of the non-attendance of chairmen and vice-chairmen at study groups meetings, and raise the issue through the Director with the Member State concerned in an attempt to get participation in these roles in the study group concerned for which the Member State has committed
- Section 5 – Duties of the Director:
  - TSB Dir to liaise between ITU T and other Sectors, ITU regional and area offices and the General Secretariat of ITU and with other SDOs.
- Section 6 – Contributions:
  - deadline to WTSA: Contribution - 21 days; Secretariat inputs - 35 days (Contribution deadline to SG: Rec. A.1 - 12 days)

Resolution 1 Rules of Procedure of ITU-T

- Section 7 – Development, adoption and approval of new and revised Questions:
  - ❖ Step 1: development in SG
    - (normal approval) at least four Members support, SG consensus, forward to TSAG
    - Urgent approval – not for Q having policy or regulatory implications: SG consensus, skip TSAG
  - ❖ Step 2: review and adoption TSAG
    - No change, **adopt**
    - Modify, return to SG, restart from step 1
  - ❖ Step 3: approval
    - By WTSA:
      - Newly proposed - approve, or direct to step 1
      - Adopted - approve
    - Between WTSA:
      - Q having policy or regulatory implications: formal consultation with Member States
      - Other Q: Adopted = Approved

Resolution 1 Rules of Procedure of ITU-T

- Section 8 – Recommendation development and approval process:
  - Selection of TAP or AAP: TAP - having policy or regulatory implications, such as tariff, charging and accounting issues, and relevant numbering and addressing plans, or Recommendations where there is any doubt about their scope, in accordance with Nos. 246D, 246F and 246H of the Convention
  - Any agreed change of a Recommendation's approval process shall be clearly announced at the time by the chairman of the meeting. It shall also be included in the meeting report and in the ITU-T work program for the Recommendation.
- Section 9 – TAP:
  - SG3 regional group scope
  - Formal consultation with Member States: 70% - Only those replies that either explicitly support or explicitly do not support consideration for approval at the study group meeting are counted.

Resolution 54 – creation of the regional groups

resolves

1 to support <…> the **coordinated creation** of regional groups of ITU-T study groups, with **at least two supporting members <…>** that are **committed to contribute** actively on the topics assigned to the regional groups;

2 that ITU-T **study groups develop terms of reference** and working methods for these regional groups and inform TSAG for coordination amongst Study Groups;

3 that the composition of regional groups of ITU-T study groups is consistent with, and supported by the regional telecommunications organizations (6 principal regional telecommunication organizations APT, CEPT, CITEL, ATU, AST and RCC;

4 that representatives of **Member States and Sector Members** who belong to **the region** concerned may fully participate in regional groups of ITU-T study groups

Resolution 54 – Creation of regional groups (cont.)

5 that representatives of **Associates and Academia** who belong to **a parent ITU-T study group** and who belong to **the region** concerned, may participate in regional groups of that ITU-T study group, but should **not** participate in any **decision making** or liaison activity, taking into account PP resolution 169 (rev. Dubai, 2018);

6 that meetings of regional groups of other study groups shall, in principle, be limited to delegates and representatives from Member States, Sector Members, Academia and Associates of the study group concerned in the region; however, each regional group may **invite other** participants to attend all or part of a meeting, to the extent that these other participants **would be eligible to attend** the meetings of the full study group,

7 to encourage cooperation of regional groups of ITU-T study groups with regional standardization entities (regional telecommunication organizations, regional standardization bodies, and so forth), especially with the regional telecommunication organizations <…> as well as the **holding of meetings** of regional groups of ITU-T study groups **jointly with ITU workshops** in the region

A.8 AAP

- 4.4.3 If comments other than typographical amendments are received at the end of the last call process, the Rapporteur, with the assistance of the editor, shall normally within two weeks of the end of the last call compile all such comments in a single document, for example in the form of a table (see Annex A), to be used as the basis for completion of the comment resolution process.
- 4.6 The Director shall explicitly announce the intention to approve the draft Recommendation at least three weeks prior to the study group meeting. The Director shall include the specific intent of the proposal in summarized form. Reference shall be provided to the documentation where the draft text and comments from the last call (and additional review, if relevant) may be found. The documentation should be published twelve days prior to the Director's call, with a table (see Annex A) indicating all comments not agreed in the consultation with those entities that made those comments. The edited text of the draft Recommendation from the additional review (or last call if there is no additional review) is submitted for approval by the study group meeting in accordance with clause 5 below.
- Section 8 Deletion of Recommendations: removed, left reference to Clause 9.8 of Res 1

A.8 AAP

Annex A

Table of Comments

(This annex forms an integral part of this Recommendation)

Source of Comments:

Date:	Document: Reference number and title

Comment number (include reference to source of comment)	Comment made by	Clause/ Sub Clause	Paragraph/ Figure/ Table	Type of Comment (Ed=editorial Te = technical Ge=general)	Comment	Proposed Change

A.5 - Generic procedures for including references to documents of other organizations in ITU T Recommendations

- New 6.4 on normative reference identified by AAP last call
  - If A.5 qualified, produce a justification TD for Additional Review
  - If not A.5 qualified, approval of the Recommendation should go back to SG.
- New 6.6 on normative reference identified by during AAP Additional Review or TAP consultation
  - approval of the Recommendation should go back to SG.
- 7.1.1 Qualification of the referenced organization by a study group or working party according to Annex B ~~should,~~ based on an explicit assessment of the Intellectual Property Rights (IPR) policies by the ITU secretariat, shall be conducted before considering a normative reference from that organization. If the referenced organization has already been qualified according to the criteria in Annex B (or previously to Recommendation ITU T A.4 or Recommendation ITU-T A.6), the evaluation may not need to be repeated, and only a note of the result is required.
- New Appendix I *Workflow for including a normative reference to a document from another organization*

A.25 - Generic procedures for incorporating text between ITU T and other organizations

- 6.1.2.4 Intellectual property rights ~~issues~~ (patents, copyrights for software or texts, marks) issues, if any, related and specific to the proposed text for incorporation: see clauses 6.2 and 6.3. Relevant documents should be attached.

- II.4 Intellectual property rights) ~~issues~~ (patents, copyrights for software or text, marks) issues, if any, related to the proposed text for incorporation

  [Insert current information, if any, about patents, copyrights for software or text, marks, etc. Relevant documents should be attached.]

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