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| **电信标准化局** | **logo_C_** |
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 2010年 5 月 25 日，日内瓦

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| 文号：电话：传真： | **电信标准化局第113号通函**FG Smart/H.O.+41 22 730 6356+41 22 730 5853 | - 致国际电联各成员国主管部门；- 致ITU-T部门成员；- 致ITU-T部门准成员； |
| 电子邮件： | tsbfgsmart@itu.int | **抄送：**- ITU-T各研究组正副主席；- 电信发展局主任；- 无线电通信局主任 |
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| 事由： | **建立一个新的智能电网焦点组（FG Smart）；****FG Smart第一次会议，2010年6月14-16日，瑞士日内瓦** |

尊敬的先生/女士，

1 我很高兴地宣布：按照ITU-T电信标准化顾问组（TSAG）于2010年2月8-11日在日内瓦举行的会议上达成的协议，并根据ITU-T A.7建议书第2.1.2.2款规定的程序， ITU-T智能电网焦点组（FG Smart）宣告成立。

2 该焦点组的目标是收集并记录有益于制定建议书的资料和概念，从电信的角度为智能电网提供支持。焦点组还鼓励所有涉及智能电网的标准化制定机构的参与。

3 该焦点组将根据ITU-T A.7建议书确定的程序运作。TSAG将作为母组。经认可的FG-Smart的职责范围见**附件1**。Les Brown先生（德国Lantiq公司）将担任新焦点组的主席， Li Haihua女士（中国工业和信息化部）、Hyungsoo Kim先生（韩国电信公司）Yoshito Sakurai先生（日本日立公司）将担任副主席，协助开展工作。我坚信，通过成立智能电网焦点组，ITU-T将能够达到其成员的期望，并展示其解决须快速处理的议题的能力。

4 FG Smart对国际电联成员国、部门成员和部门准成员开放，也接纳所有来自国际电联成员国并愿意推进其工作的个人参与，其中也包括相关标准制定机构的成员或代表。

5 FG Smart的首次会议计划于2010年6月14-16日在位于瑞士日内瓦的国际电联总部举行。云计算焦点组和未来网络焦点组也将在同时同地召开会议。

6 会议的讨论项目将发布在焦点组的网页：<http://www.itu.int/ITU-T/focusgroups/smart/>。焦点组管理层拟定的议程草案见**附件2**。会议相关信息及收到的文稿也将在焦点组的网页上予以发布。

会议将于2010年6月14日09:30分开始。与会者的注册工作将于08:30分在Montbrillant大楼入口处开始。国际电联总部入口处的电子屏幕将显示有关会议厅安排的具体信息。参加本次会议无须交纳注册费。

讨论将仅用英文进行。

本次会议文件将可以公开获得。请您在文件编写过程中，使用焦点组网页为焦点组文件提供的基本模板。与会者应采用如下电子方式向电信标准化局提交有关FG Smart的输入文件：

– 通过tsbfgsmart@itu.int 联系电信标准化局，以获得每份文件的编号（nnnn）

– 采用下述文档名称编制文件：FG-Smart-I-nnnn（加上适当的文档扩展名）

– 使用FTP客户端，将文件上传至FG Smart FTP区域的文件投入文件夹

 • **主机名：**ifa.itu.int

 • **路径：**/t/fg/smart/docs/incoming

注意：可用下述网页浏览器阅读文件投入箱内的文件：<http://ifa.itu.int/t/fg/smart/docs/incoming/>。

电信标准化局将对文件进行处理，然后移动至相关的只读文件夹：<http://ifa.itu.int/t/fg/smart/docs/1006-gva/in/>。

经焦点组管理层同意，首次会议的文件提交截止时间为**2010年6月7日**。请注意，本次会议将是一次无纸会议。

7 国际电联的主要会议厅和日内瓦国际会议中心（CICG）内均设有无线局域网设施，供代表使用。国际电联Montbrillant办公楼内继续提供有线网络接入。详细信息见ITU-T网站（<http://www.itu.int/ITU-T/edh/faqs-support.html>）。

8 **附件3**中有一份酒店确认单（酒店清单见<http://www.itu.int/travel/>），供参考。

9 为便于电信标准化局就焦点组会议的组织做出必要安排，我希望您能通过<http://www.itu.int/ITU-T/focusgroups/smart/>网址以在线形式向电信标准化局尽早、但**不迟于2010年6月1日**进行注册。**请注意，会议与会者的预注册仅以在线方式进行**。

10 我们谨在此提醒您，一些国家的公民需要获得签证才能入境瑞士并在此逗留。**签证必须尽早**向驻贵国的瑞士代表机构（使馆或领事馆）**申请**，并随后领取。如贵国没有此类机构，则请向驻离贵国最近的国家的此类机构申请并领取。

如果**国际电联成员国、部门成员或部门准成员**遇到了问题，国际电联可根据他们向电信标准化局提出的正式请求与相关瑞士当局接触，以便为发放签证提供方便，但仅限于在所述的四个星期内办理。此类请求必须通过您所代表的主管部门或公司发出的正式信函提出。该函必须说明申请签证人员的姓名和职务、出生日期、护照号码以及护照颁发日期和截止日期，并需附有一份经批准的ITU-T相关会议注册确认通知，而且必须通过传真（传真号码：+41 22 730 5853）或电子邮件（tsbreg@itu.int）发至电信标准化局，上面注明“**visa request**”（“**签证申请**”）。**另请注意，国际电联仅能向国际电联成员国、国际电联部门成员或国际电联部门准成员的代表提供帮助。**

顺致敬意！

电信标准化局主任

马尔科姆•琼森

**附件：3 件**

ANNEX1(to TSB Circular 113)

**Terms of Reference of ITU-T Focus Group on Smart Grid**

**1 Scope**

The Focus Group (FG), established in accordance with Recommendation ITU-T A.7, aims to

* identify potential impacts on standards development;
* investigate future ITU-T study items and related actions;
* familiarize ITU-T and standardization communities with emerging attributes of smart grid, and
* encourage collaboration between ITU-T and smart grid communities;

The Focus Group will collaborate with worldwide smart grid communities (e.g., research institutes, forums, academia) including other SDOs and consortia.

**2 Rationale**

According to the agreement of the October 2009 high level industry representatives meeting (WTSA Resolution 68), ITU-T study groups were invited to accelerate their work to support smart grid. The term “smart grid” is used for a concept of “intelligent” electricity networks aiming to save energy and to reduce CO2 emissions.

Further, in WTSA-08 Resolution 73 (Information and communication technologies and climate change) ITU‑T called for the development of appropriate Recommendations within its mandate and competency in order to support the reduction of CO2 emissions and the impacts of climate change.

A smart grid concept will need harmonized support from telecommunication/ICT and electric power technologies and may result in the need for flexible network and service capabilities to accommodate demands.

Smart grid principles may also be applied to the telecommunication/ICT system itself, consisting of networks and service platforms, in the course of providing services with more efficient use of energy not only for the core network and access domains but also for home networks.

The Focus Group will interact with the various research activities in order to familiarize ITU-T and standardization communities with the emerging attributes of smart grid.

**3 FG objective**

The objective of the Focus Group is to collect and document information and concepts that would be helpful for developing Recommendations to support smart grid from a telecommunication/ICT perspective. Therefore, the objective is limited to the telecommunication/ICT aspects of smart grid, i.e., things like the standardization of metering aspects of smart meter devices and work within the responsibilities of energy standardization bodies are out of scope.

To achieve this objective, the Focus Group will

* update living list of standards bodies, forums, and consortia dealing with smart grid
* collect visions and value propositions for the smart grid
* provide terminology and taxonomy necessary to support smart grid
* analyze communication networking requirement functions and capabilities to support smart grid
* gather new ideas relevant to and identify potential study areas to support smart grid
* identify use cases of smart grid that can be used to derive communication network requirements
* suggest future ITU-T study items and related actions
* identify potential impacts on standards development, e.g., for
	+ ICT and climate change
	+ Gaps of standards for communications networking to support smart grid.
	+ NGN including mobile
	+ Numbering, Naming and Addressing issues
	+ Control requirements including signalling
	+ Transport layer technologies including home network
	+ Security and privacy
	+ Home gateway and USN
	+ PLC/PLT issues
	+ Interoperability
	+ Terminals and application aspects over integrated broadband cable and television networks

**4 Relations within and outside ITU-T**

The FG should work in close collaboration with all ITU-T study groups (e.g., through collocated meetings, see clause 11), for instance on the coordination of respective work programmes in order to avoid duplication and overlap of work, and on the coordination of seminars and workshops according to Recommendation ITU-T A.31.

The FG will also cooperate and coordinate its work with the other ITU sectors (ITU-R, ITU-D), and with other relevant bodies outside ITU-T (universities, research institutes, SDOs, forums/consortia, regulators, policy-makers) in accordance with Recommendation ITU-T A.7.

Special attention will be paid to collaboration with SDOs and the energy sector.

Of particular relevance for this Focus Group are the NIST Smart Grid Interoperability Panel and the JTC 1 Special Working Group on smart grid.

**5 Specific tasks and deliverables**

* A living list of standards bodies, forums, and consortia dealing with telecommunication/ICT aspects of smart grid, including information concerning their activities and documents in the context of smart grid standards framework
* Collect and summarize vision and value propositions of smart grid with a focus on telecommunication/ICT aspects
* Terminology and taxonomy
* Analysis of communications networking requirement functions and capabilities to support smart grid (including QoS/QoE, security and reliability)
* Contribute in this regard to the studies undertaken in response to WTSA Resolution 73 (ICTs and Climate Change) and Council Resolution 1307 (ICTs and Climate Change).
* Gap analysis of standards for communications networking to support smart grid
* Use cases of services and reference models for telecommunication/ICT to support smart grid
* Roadmap to guide further developments of relevant ITU-T Recommendations

**6 Parent group**

The parent group is TSAG.

**7 Leadership**

See clause 2.3 of Recommendation ITU-T A.7.

**8 Participation**

See clause 3 of Recommendation ITU-T A.7. A list of participants will be maintained for reference purposes and reported to the parent group.

**9 Administrative support**

See clause 5 of Recommendation ITU-T A.7.

**10 General financing of the FG**

See clauses 4 and 10.2 of Recommendation ITU-T A.7.

**11 Meetings**

The frequency and location of meetings will be determined by the Focus Group and the overall meetings plan should be announced as soon as possible. The Focus Group should use remote collaboration tools to the maximum extent, and collocation with existing meetings (e.g., study groups and research activities). The meetings will be announced by electronic means (e.g., e-mail and website, etc.) at least 4 weeks in advance.

**12 Technical Contributions**

Technical contributions are to be submitted at least 10 calendar days before the meeting takes place.

**13 Working language**

The working language will be English.

**14 Approval of deliverables**

Approval of deliverables will be taken by consensus.

**15 Working guidelines**

Working procedures will follow the procedures of Rapporteur meetings. No additional working guidelines are defined.

**16 Progress reports**

See clause 11 of Recommendation ITU-T A.7.

**17 Announcement of Focus Group formation**

The formation of the Focus Group will be announced by TSAG via ITU publications and other means, including communication with the other organizations and/or experts, technical journals and the World Wide Web.

**18 Milestones and duration of the FG**

The Focus Group lifetime is one year from the 1st meeting.

The following milestones are proposed:

* Holding of the first Focus Group meeting (14-16 June 2010)
* Presentation of the first draft of the deliverables as identified in clause 5 at the TSAG meeting in 8-11 February 2011

**19 Patent policy**

See clause 9 of Recommendation ITU-T A.7.

ANNEX2(to TSB Circular 113)

**Draft agenda for first meeting of Focus Group on Smart Grid**

**Geneva, 14 – 16 June 2010**

1. Welcome and introductions
2. Approval of draft agenda
3. Presentation of the ToR for the Focus Group
4. IPR statements
5. Discussion on publication of Focus Group output
6. Organizational issues
	1. Discussion and approval of Working Groups (WGs)
		1. Review and approval of the ToR for each Working Group
	2. Nomination and approval of Working Group leaders
	3. Working methods and electronic tools: contribution numbering (input/output documents) and document number request (tsbfgsmart@itu.int), ftp site, email lists (fgsmart@lists.itu.int), collaborative tools, Issues Lists, etc.
	4. Approval of the Work Plan for this meeting
7. Review of incoming Liaison Statements and other plenary related contributions
8. Allocation of contributions to Working Groups
9. Session with Joint Coordinating Activity on Home Networking (JCA-HN)
	1. Tuesday am?
10. Review and approval of reports from the Working Groups
11. Approval of outgoing Liaison Statements
	1. Identification of liaison officers
12. Next meeting(s) of the FG Smart Grid
13. Approval of the FG Smart Grid meeting report
14. Any other business
15. Closing of the meeting

Note – On Monday June 14, the meeting starts at 9:30 am. Start times other mornings will depend on the work load.

ANNEX 3
(to TSB Circular 113)

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| *This confirmation form should* ***be sent direct to the hotel*** *of your choice* |

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|  | **INTERNATIONAL TELECOMMUNICATION UNION** |  |

**TELECOMMUNICATION STANDARDIZATION SECTOR**

*Focus Group on Smart Grid -------------------------------------- from ------------------------- to ----------*

*Confirmation of the reservation made on (date) ------------------------ with (hotel) ------------------------------*

***at the ITU preferential tariff***

*------------ single/double room(s)*

*arriving on (date)----------------------------- at (time) ------------- departing on (date)--------------------------------*

***GENEVA TRANSPORT CARD :*** *Hotels and residences in the canton of Geneva now provide a free "Geneva Transport Card" valid for the duration of the stay. This card will give you free access to Geneva public transport, including buses, trams, boats and trains as far as Versoix and the airport.*

*Family name* -------------------------------------------------------------------------------------------------------------------

*First name* ---------------------------------------------------------------------------------------------------------------------

*Address* ------------------------------------------------------------------------ *Tel: -------------------------------*

*----------------------------------------------------------------------------------------- Fax: -------------------------------*

*----------------------------------------------------------------------------------------- E-mail:* ------------------------------

*Credit card to guarantee this reservation*: AX/VISA/DINERS/EC (*or* *other) -----------------------------------*

*No.* -------------------------------------------------------- *valid until* ------------------------------------------------

*Date* ------------------------------------------------------ *Signature* ---------------------------------------------------