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OF ITU

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SERIES A: ORGANIZATION OF THE WORK OF ITU-T

**Cooperation and exchange of information
between ITU-T and national and regional
standards development organizations**

ITU-T Recommendation A.6

(Formerly CCITT Recommendation)

ITU-T Recommendation A.6

Cooperation and exchange of information between ITU-T and national and regional standards development organizations

Summary

This Recommendation provides the generic procedures, the document exchange basis, and the qualifying criteria for Standards Development Organizations for the cooperation and communication process between ITU-T and these organizations.

Source

ITU-T Recommendation A.6 was prepared by TSAG (1997-2000) and approved by WTSA (27 September – 6 October 2000).

FOREWORD

The International Telecommunication Union (ITU) is the United Nations specialized agency in the field of telecommunications. The ITU Telecommunication Standardization Sector (ITU-T) is a permanent organ of ITU. ITU-T is responsible for studying technical, operating and tariff questions and issuing Recommendations on them with a view to standardizing telecommunications on a worldwide basis.

The World Telecommunication Standardization Assembly (WTSA), which meets every four years, establishes the topics for study by the ITU-T study groups which, in turn, produce Recommendations on these topics.

The approval of ITU-T Recommendations is covered by the procedure laid down in WTSA Resolution 1.

In some areas of information technology which fall within ITU-T's purview, the necessary standards are prepared on a collaborative basis with ISO and IEC.

NOTE

In this Recommendation, the expression "Administration" is used for conciseness to indicate both a telecommunication administration and a recognized operating agency.

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ITU-T Recommendation A.6

Cooperation and exchange of information between ITU-T and national and regional standards development organizations

(Geneva, 1998; Montreal, 2000)

1 Scope

In order to facilitate the development of cooperative relationships with national and regional standards development organizations, and to encourage cooperation and information exchange, procedures are provided, founded on the basis of reciprocity, for use when structuring the cooperation and information exchange process.

"National and regional standards development organizations", referred to as "standards development organizations" (SDO) in the text that follows, are those organizations that develop standards recognized and implemented at the national and/or regional level. In this Recommendation, the term "approved document" refers to an official output of a standards development organization which has been formally approved. The term "draft document" refers to an output, which is still in draft form.

2 Procedures

Study groups are encouraged to make use of documents, both approved and in draft form, provided by standards development organizations as appropriate. Similarly, standards development organizations are encouraged to make use of draft or approved ITU-T Recommendations. This Recommendation contains procedures for formal cooperation and exchange of information between ITU-T study groups and standards development organizations that qualify according to the criteria in Annex A. In particular, this Recommendation addresses the case of an organization accepting texts, in part or in whole, from another organization. The case of normative referencing is addressed in ITU-T A.5.

2.1 Establishment of the process for cooperation and exchange of information

Establishment of a process for cooperation and exchange of information between ITU-T study groups and standards development organizations should be considered on a case-by-case basis, and should be evaluated with due care and diligence using the set of criteria in Annex A. For ITU-T, the process is established at the study group level; for standards development organizations, the process is established at the appropriate level. To avoid multiple requests to a standards development organization for information pertaining to the criteria in Annex A, and to facilitate evaluation by study groups, the Director of TSB makes such requests, and subsequently makes an analysis of the responses to verify that the organizations meet the relevant criteria. A schematic diagram of the process is provided in Appendix I.

2.1.1 Exchange of information initiated by an ITU-T study group

If a study group considers that it is beneficial to establish an exchange of information or documents with a standards development organization, the study group should first consult the A.6-qualified organizations list (see 2.3) and obtain an analysis of that standards development organization from the Director. The study group reviews the analysis and decides whether or not to communicate with the standards development organization. If the standards development organization in question is not in the list, the study group chairman asks the Director to request the standards development organization to provide the information and fill in the questionnaire relating to the qualifying criteria set forth in Annex A. The Director performs a preliminary analysis of the standards development

organization and transmits it to the affected study group(s) which shall review the analysis and make a decision whether or not to communicate. Any areas of concern should be immediately shared with other interested study group chairmen and the Director. If the study group decides to approve, the study group chairman establishes the cooperation document acceptance and exchange processes in accordance with 2.2.

2.1.2 Exchange of information initiated by a national or regional standards development organization

If a standards development organization contacts the Director of TSB to establish an exchange of information or documents with ITU-T, the Director should first determine whether the exchange of information or documents is relevant to:

- a) the ITU-T Sector (for related policy issues); or
- b) one or more study groups (for topics relating to their work).

In case (a), the Director evaluates the standards development organization according to the criteria in Annex A. If the Director decides to approve, he establishes the exchange and informs TSAG and all ITU-T study groups.

In case (b), the Director performs an analysis and transmits it to the affected study group(s) which shall review the analysis and make a decision whether or not to communicate. If multiple study groups are involved, the decision of each study group should be communicated to the others, to the TSAG and to the Director of TSB.

2.2 Process for cooperation and exchange of information once the process is established

2.2.1 Documents sent to A.6-qualified national and regional standards development organizations

A standards development organization may accept, in whole or in part, the text of a draft or approved ITU-T Recommendation, as all or part of the text of its draft document, with or without modification to the ITU-T text.

When a standards development organization decides to accept ITU-T texts, it notifies TSB about the actions taken concerning those texts. The use, acceptance or reproduction of such texts by the standards development organization is subject to the copyright arrangements set out in 2.4.

The decision to send a text to an A.6-qualified standards development organization should be made by a study group chairman with the agreement of the study group. The text is sent to the standards development organization by the TSB on behalf of the study group.

2.2.2 Documents received from A.6-qualified national and regional standards development organizations

An ITU-T study group may accept from a A.6-qualified standards development organization, in whole or in part, the text of a draft document, or an approved document, as all or part of the text of a draft ITU-T Recommendation, with or without modification to the text.

When an ITU-T study group decides to accept texts from a A.6-qualified standards development organization, it notifies the organization about the actions taken concerning those texts. The use, acceptance or reproduction of such texts by the ITU-T study group is subject to the copyright arrangements set out in 2.4.

Documents submitted to the ITU-T study groups by A.6-qualified standards development organizations should conform to criterion 8 in Annex A.

These documents are not issued as Contributions. They are issued by the study group concerned as Temporary Documents with a reference to the originating standards development organization.

2.3 A.6-qualified organizations list

The Director of TSB is requested to maintain an up-to-date A.6-qualified organizations list and associated analyses of the national and regional standards development organizations which are under evaluation and/or have been approved for cooperation and exchange of information, including identification of the study groups concerned, and make it available on-line.

2.4 Copyright arrangements

The subject of modifications to texts and arrangements for royalty-free copyright licenses, including the right to sub-license, for texts accepted by either ITU-T or by A.6-qualified standards development organizations and their publishers and others, is a matter to be agreed upon between TSB and the particular standards development organization. However, the originating organization retains the copyright for its texts.

2.5 Electronic document exchange

Where possible, the exchange of documents will be in electronic format. Questions of electronic links to enable document exchange is to be agreed upon by the Secretariats of the organizations concerned.

ANNEX A

Qualifying criteria for cooperation and exchange of information process with national and regional standards development organizations

NOTE – An Administration may require that cooperation and exchange of information with ITU-T or its study groups, by a national or regional standards development organization within that Administration's jurisdiction, follow its established national procedures.

National or regional standards development organization attributes	Desired characteristics
1 Objectives/relationship of work to ITU-T work	Objectives should be the development, adoption and implementation of Standards and the provision of input into international standards organizations, especially ITU-T.
2 Organization: <ul style="list-style-type: none">– legal status– accreditation– secretariat– nominated representative	<ul style="list-style-type: none">– should indicate in which country/countries it has legal status;– should indicate the accrediting entity;– should identify the permanent secretariat;– should identify a representative.
3 Membership (openness)	<ul style="list-style-type: none">– national or regional standards development organization membership criteria should not preclude any party with material interest;– membership should comprise a significant representation of telecommunications interests.
4 Technical subject areas	Should be relevant to a particular study group(s) or ITU-T as a whole.
5 IPR Policy: <ul style="list-style-type: none">– patents– software copyright– copyright– trademark	<ul style="list-style-type: none">– should be consistent with ITU-T Patent policy;– should be consistent with ITU-T software copyright policy– as per agreement between ITU-T and the organization (see also ITU-T A.1 with regard to copying and distribution)

National or regional standards development organization attributes	Desired characteristics
6 Working methods/processes	<ul style="list-style-type: none"> – should be well-documented; – should be open and fair; – should support competition; – should explicitly consider anti-trust issues.
7 Outputs	<ul style="list-style-type: none"> – outputs available to ITU-T should be identified; – process for ITU-T to obtain outputs should be identified.
8 Documents submitted to ITU-T	<ul style="list-style-type: none"> – should indicate source within the national or regional standards development organization (e.g. committee, subcommittee, etc.); – should indicate degree of stability of the document (e.g. preliminary, mature, stable, proposed date of adoption, etc.); – should indicate status of document (i.e. working document, draft, interim or approved standard).

APPENDIX I

Establishment of a process for cooperation and exchange of information under ITU-T A.6

	1 Initiation (includes questionnaire in Annex A)	2 Evaluation according to the criteria	3 Decision	4 Process once Established = implementation
2.1.1	initiation of the request by an SG	the SG checks the A.6-qualified list and reviews the analysis, if not in the list, see 2.1.2 b)	the SG decides to communicate	communication process put into practice by the SG
2.1.2 a)	initiation of the request by an SDO to the Director for related policy issues	evaluation by the Director	the Director decides to approve and informs TSAG + SGs	communication process put into practice by the Director
2.1.2 b)	initiation of the request by an SDO to the Director for SG issues	the Director performs a preliminary analysis, the SG reviews the analysis	the SG decides to communicate, the SG informs other SGs TSAG and the Director	communication process put into practice by the SG
		Director adds the SDO under evaluation to the list	Director indicates in the list that the SDO is A.6-qualified	

SERIES OF ITU-T RECOMMENDATIONS

Series A Organization of the work of ITU-T

Series B	Means of expression: definitions, symbols, classification
Series C	General telecommunication statistics
Series D	General tariff principles
Series E	Overall network operation, telephone service, service operation and human factors
Series F	Non-telephone telecommunication services
Series G	Transmission systems and media, digital systems and networks
Series H	Audiovisual and multimedia systems
Series I	Integrated services digital network
Series J	Cable networks and transmission of television, sound programme and other multimedia signals
Series K	Protection against interference
Series L	Construction, installation and protection of cables and other elements of outside plant
Series M	TMN and network maintenance: international transmission systems, telephone circuits, telegraphy, facsimile and leased circuits
Series N	Maintenance: international sound programme and television transmission circuits
Series O	Specifications of measuring equipment
Series P	Telephone transmission quality, telephone installations, local line networks
Series Q	Switching and signalling
Series R	Telegraph transmission
Series S	Telegraph services terminal equipment
Series T	Terminals for telematic services
Series U	Telegraph switching
Series V	Data communication over the telephone network
Series X	Data networks and open system communications
Series Y	Global information infrastructure and Internet protocol aspects
Series Z	Languages and general software aspects for telecommunication systems