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| **Joint Collaborative Team on Video Coding (JCT-VC)****of ITU-T SG 16 WP 3 and ISO/IEC JTC 1/SC 29/WG 11**38th Meeting: Brussels, BE, 10–17 January 2020 | Document: JCTVC-AL\_Logistics (v1) |

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| *Title:* | Meeting announcement for the 38th JCT-VC meeting (Brussels, BE, 10–17 January 2020) |
| *Status:* | Meeting announcement issued by the chairmen of the JCT-VC |
| *Purpose:* | Announcement |
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| *Source:* | JCT-VC chairmen |

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The 38th meeting of the ITU-T/ISO/IEC Joint Collaborative Team on Video Coding (JCT-VC) will be held Brussels, Belgium, at Square – Brussels Convention Center (Mont des Arts/Kunstberg, B-1000 Brussels, Belgium, Tel: +32 2 515 13 00, web <https://www.square-brussels.com/en/>), as previously planned and announced, under the auspices of (and collocated with) a corresponding meeting of ISO/IEC JTC 1/SC 29/WG 11 (MPEG). Some of the meeting sessions may be held in a different location within nearby walking distance (to be announced on the meeting host’s site at <http://mpeg-bxl.ulb.be/meeting/>).

The JCT-VC meeting will begin on Friday 10 January 2020 at approximately 0900 hours, and will end by 1400 on Friday 17 January 2020. The meeting organizer of the WG 11 meeting is Brussels University, Université Libre de Bruxelles, Brussels, Belgium. The local contact person is Ms Karine Triqueneaux, E-mail: Karine.Triqueneaux@ulb.be.

Further information about the JCT-VC and its work can be found at [https://www.itu.int/en/ITU-T/‌studygroups/2017-2020/16/Pages/video/jctvc.aspx](https://www.itu.int/en/ITU-T/studygroups/2017-2020/16/Pages/video/jctvc.aspx).

Below is some information relating to the arrangements for the meeting:

1) The contribution document registration, submission and archive site for the JCT-VC is <http://phenix.it-sudparis.eu/jct/>.

2) As agreed at the October 2019 meeting in Geneva, the contribution document deadline for this JCT-VC meeting will be Friday 3 January 2020, to enable study of contributions prior to the meeting.

3) A contribution document template for the JCT-VC meeting, [JCTVC-ALxxxx.docx](https://www.itu.int/wftp3/av-arch/jctvc-site/2020_01_AL_Brussels/JCTVC-ALxxxx.docx) is available at the site identified in item 1 above and at <http://wftp3.itu.int/av-arch/jctvc-site/2020_01_AL_Brussels/>. The document template contains important information about preparing and submitting contribution documents. Please read the instructions carefully if you plan to submit a contribution. Meeting notes, written in the form of a draft meeting report, will also be made available at that site during and after the meeting.

4) The link to the registration information site for the JCT-VC meeting and other collocated meetings can be found at <http://mpeg-bxl.ulb.be/meeting/>. Information regarding the requested facilities fees and other aspects such as hotel booking is also available on that site. All participants are urged to register as soon as possible, to enable appropriate facilities planning. The "early bird" registration deadline is 11 December 2019, and hotel booking arrangements should be made as soon as possible, as availability of hotel rooms in the close vicinity of the meeting venue may be rather limited.

5) Participants are encouraged to subscribe to the JCT-VC email reflector at <https://lists.rwth-aachen.de/postorius/lists/jct-vc.lists.rwth-aachen.de>. Additional important information for the meeting will be announced on the reflector.

6) You need to hold certain qualifications in order to be allowed to attend the JCT-VC meeting. It is your responsibility to understand and fulfil those requirements. If you are properly qualified to participate either in ITU-T SG 16 or MPEG, then you are also qualified to participate in the JCT-VC meeting. If you do not understand what qualifications are needed to attend, you may consult Gary Sullivan (garysull@microsoft.com) or Jens-Rainer Ohm (ohm@ient.rwth-aachen.de) for assistance.

7) We would like to remind you that a valid passport is required to enter Belgium (part of the European Schengen Zone) for citizens of non-European countries, and that an entry visa is also required for delegates from some countries. Please check individual requirements and application timelines with regard to visas. Participants who need visa support letters for entering Belgium/Schengen should refer to the “travel info” page at the meeting website listed under item 4.

8) The proposed agenda for the JCT-VC meeting, for development of the High Efficiency Video Coding (HEVC) standard and its format range (RExt), scalability (SHVC), multi-view (MV-HEVC), 3D (3D-HEVC), screen content coding (SCC), and high-dynamic-range (HDR) extensions, and associated conformance test sets, reference software, verification testing, non-normative guidance information, and coding-independent code point specifications, is as follows:

* Opening remarks and review of meeting logistics and communication practices
* IPR policy reminder and declarations
* Contribution document allocation
* Reports of *ad hoc* group activities
* Review of results of previous meeting
* Consideration of contributions and communications on project guidance
* Consideration of errata reports and needs for maintenance and enhancements of the HEVC standard and its associated conformance test specification and reference software
* Consideration of errata reports and needs for maintenance and enhancements of the specification of coding-independent code points for video signal type identification
* Consideration of proposals and preparations toward finalization of in-progress draft specifications of additional supplemental enhancement information metadata for the HEVC standard
* Consideration of errata reports and needs for maintenance and enhancements of supplemental enhancement information and video usability information metadata for the HEVC standard
* Consideration of errata reports and needs for maintenance and enhancements of technical reports (a.k.a. *supplements*) on HDR/WCG video coding and usage of video signal type code point identifiers
* Consideration of information contributions and non-normative guidance relevant to the HEVC standard
* Consideration of agreed related aspects of the AVC standard (esp. regarding errata reports and supplemental enhancement information)
* Coordination activities relating to the work of the JCT-VC
* Approval of output documents and associated editing periods
* Future planning: Determination of next steps, discussion of working methods, communication practices, establishment of coordinated experiments (if any), establishment of AHGs, meeting planning, refinement of expected standardization timelines, other planning issues
* Other business as appropriate for consideration

The meeting will start with general status review and reports of *ad hoc* group activities and will then proceed with other matters. Meeting sessions may be held on all days, including weekend days, and evening meeting sessions outside of ordinary business hours may also be held.

Yours faithfully,

Gary J. Sullivan and Jens-Rainer Ohm

Chairmen of the Joint Collaborative Team on Video Coding (JCT-VC) of ITU-T SG 16 WP 3 and ISO/IEC JTC 1/SC 29/WG 11

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