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| A black and white logo  Description automatically generated with low confidence | INTERNATIONAL TELECOMMUNICATION UNION  **TELECOMMUNICATION STANDARDIZATION SECTOR**  STUDY PERIOD 2022-2024 | | SGy-{Cxxx|TDxxx[/WPn]} | | |
| STUDY GROUP y | | |
| Original: English | | |
| **Question(s):** | | [1/2, 2/2, etc.] | | [Place, dd-dd mmm yyyy] | |
| **CONTRIBUTION** | | | | | |
| **Source:** | | [Insert source(s)] | | | |
| **Title:** | | A.25 justification information for proposed draft new ITU-T B.xyz "*<title of document from another organization>*" | | | |
| **Contact:** | | Insert contact name Insert organization Insert country | | | Tel: +xx E-mail: a@b.com |
| **Contact:** | | Insert contact name Insert organization Insert country | | | Tel: +xx E-mail: a@b.com |

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| **Abstract:** | [Insert an abstract under 200 words that describes the content of the document, including a clear description of any proposals it may contain.] |

# 1 Introduction

According to ITU procedures, as described in [Recommendation ITU-T A.25](http://www.itu.int/rec/T-REC-A.25), any incorporation of text (in whole or in part, with or without modification) of documents from another organization into an ITU-T Recommendation (or another ITU-T document) needs to be evaluated by the study group or working party before a decision is made to incorporate the reference in an ITU-T Recommendation (or other ITU-T documents).

This document contains the Rec. ITU-T A.25 justification information listed in Appendix II of A.25 (09/2019) for *<document number and title as published by the other organization>*, proposed as draft new B.xyz *["Title of the proposed ITU work item, if different from the original specification]"*.

# 2 Referred documents and respective justification

|  |  |
| --- | --- |
| - | *<document from another organization>* |
| - | Complete Recommendation ITU-T A.25 justification information can be found in [Annex A](#dAnnex1). |

Annex A:  
ITU-T A.25 justification for incorporation of <document from another organization>

## 1 Description of the referenced document (including full copy):

*[Insert clear description of the document considered for incorporation, e.g., type of document, title, number, version, date, etc.]*

*[Insert number of the TD containing the document or URL to the document on the website of the other organization]*

NOTE – No reformatting is necessary. The objective is to have referenced documents available via the web at no cost, so that the study group (or working party) may proceed with its evaluation. Accordingly, if a document to be incorporated in whole or in part is available in this manner, it is sufficient to provide its exact location on the web. On the other hand, if the document is not available in this manner, a full copy must be provided (preferably in electronic format).

## 2 Status of approval:

NOTE – Incorporating text that has not yet been approved by the organization can lead to confusion; thus, incorporating is usually limited to approved documents. If absolutely necessary, incorporation of text from a draft document can be made where cooperative work requiring cross-incorporation is being approved by ITU‑T and another organization in approximately the same time-frame.

*[Choose status of approval from the drop-down list]*

## 3 Justification for the specific incorporation:

*[Insert justification, including why it is inappropriate to reference the text in the draft ITU-T Recommendation or other draft ITU-T document]*

## 4 Intellectual property rights (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.]*

## 5 Other information:

*[Insert other information that might be useful in describing the "quality" of the document, e.g. whether products have been implemented using it, whether conformance requirements are clear, whether the specification is readily and widely available]*

## 6 Stability or maturity of the document:

*[Insert degree of stability or maturity, e.g. length of time it has existed]*

## 7 Relationship with other existing or emerging documents:

*[Insert relationship]*

## 8 List of normative references within the incorporated document:

NOTE – When text from a document is to be incorporated in an ITU-T Recommendation, all normative references within the incorporated document should be listed. The document should differentiate between normative references and non-normative references.

*[List all normative references]*

## 9 Qualification of the organization (per Annex B of [ITU-T A.5]):

NOTE – This needs to be done only the first time a document from the organization is being considered for incorporation, and only if such qualification information has not been already documented. Qualification of an organization is reviewed on a regular basis (any study group willing to incorporate a document from the organization may perform the review). In particular, if the patent policy of that organization has changed, it is important to check that the new patent policy is consistent with the Common Patent Policy for ITU T/ITU‑R/ISO/IEC and the Guidelines for the Implementation of the Common Patent Policy for ITU‑T/ITU-R/ISO/IEC. In case of a partnership project that is not a legal entity, qualification (per Annex B of [ITU T A.5]) is required for each organization in the partnership project.

*[Insert number of the TD containing the A.5 qualification of the organization if it is not yet qualified]*

## 10 Document maintenance process:

NOTE – Approved Recommendations need to be reviewed and maintained over time. This may require collaborative effort with the other organization. Depending on new agreements reached, new versions of the incorporated text can be produced by the ITU-T study group or by the other organization. Therefore, it shall be clarified if maintenance of the text is a shared responsibility between the ITU-T study group and the organization (see [b-ITU-T A.Sup5], in particular clause 10), or if the organization is responsible of producing new versions of the incorporated text.

*[Describe the maintenance process]*

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