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| The International Teleocmmunication Union - Connecting the World. | | **International telecommunication union**  **Telecommunication Standardization Bureau** | |  |
|  | | | Geneva, 28 July 2021 | |
| Ref: | **TSB Collective letter 10/9**  SG9/SP | | - To Administrations of Member States of the Union;  - To ITU‑T Sector Members;  - To ITU‑T Associates of Study Group 9;  - To ITU Academia | |
| Tel: | +41 22 730 5858 | |
| Fax: | +41 22 730 5853 | |
| Email: | [tsbsg9@itu.int](mailto:tsbsg9@itu.int) | |
| Web: | <http://itu.int/go/tsg09> | |
| **Subject**: | **Meeting of Study Group 9;** **fully virtual meeting, 15-24 November 2021** | | | |

Dear Sir/Madam,

It is my pleasure to invite you to attend the next meeting of [ITU-T Study Group 9](https://www.itu.int/go/tsg09) (*Broadband cable and TV*), which is planned fully virtual from 15 to 24 November 2021, inclusive. A co-located ITU workshop on “[The Future of Television for Europe](http://www.itu.int/go/4KAG)” is planned on 19 November 2021.

Join SG9 to influence and shape the future of broadband and TV over cable, through related international standardization.

ITU-T SG9 carries out studies on the use of information and communication technologies (ICT) for the distribution of television and sound programs supporting advanced capabilities such as ultra-high definition and high-dynamic range, 3D TV, virtual reality, augmented reality, multiview, etc. This work covers the use of cable and hybrid networks (e.g., coaxial cable, optical fibre, hybrid fibre coaxial, etc.), to also provide integrated broadband services.

The cable network, which is primarily designed for audiovisual content delivery to the home, also carries time critical services like voice, gaming, video-on-demand, interactive and multiscreen services, to the customer premises equipment (CPE) in the home or enterprise.

SG9 also studies the use of cloud computing, artificial intelligence (AI) and other advanced technologies, to enhance audiovisual content contribution and distribution as well as integrated broadband services, including accessibility services, over the cable networks.

This meeting, in addition to progress international standardization on above topics, will discuss the future SG9 structure in view to WTSA-20 (currently planned in 2022).

In addition, we would like to inform you that the following Work Item under AAP received comments during Last Call period and will be submitted for further consideration and possible approval by ITU-T Study Group 9:

– **Draft Recommendation ITU-T J.1631**, Functional requirements of E2E network platform for Cloud-VR services (see <https://www.itu.int/ITU-T/aap/AAPRecDetails.aspx?AAPSeqNo=9975>).

Work items under development in ITU-T SG9 can be accessed at: [www.itu.int/itu-t/workprog/wp\_search.aspx?sg=9](http://www.itu.int/itu-t/workprog/wp_search.aspx?sg=9).

The template for Contributions can be accessed on the ITU website for [Direct Document Posting](https://www.itu.int/net/ITU-T/ddp/Default.aspx?groupid=T17-SG09), and guidelines for preparation of Contributions can be accessed at: <http://www.itu.int/rec/T-REC-A.2-201211-I>.

Since this will be a fully virtual meeting, no fellowships will be awarded. The entire meeting will run in English only with no interpretation. Captioning will be provided for the Question 11/9 sessions, which deal with accessibility issues.

To minimise discomfort to participants from the various time zones, the SG9 Management will do its best to organize sessions between 1100 and 1600 hours, Geneva time. In case sessions are needed outside these core hours, Rapporteurs and interested expert will be consulted.

The remote access tool used will be [MyMeetings remote participation tool](https://remote.itu.int/).

The upcoming meeting of SG9 features a co-located ITU workshop on “[The Future of Television for Europe](http://www.itu.int/go/4KAG)” on **19 November 2021**. It should be noted that registration for the workshop is separate from that of Study Group 9. Any updates will be available on the Workshop webpage: <http://www.itu.int/go/4KAG>.

Any additional information on the upcoming SG9 meeting will be available from SG9 home page: (<https://www.itu.int/go/tsg09>).

**Key deadlines**:

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| --- | --- |
| 15 September 2021 | - [Submit ITU-T Member contributions](http://itu.int/net/ITU-T/ddp/) for which translation is requested |
| 15 October 2021 | - Registration (via the online registration form on the [study group homepage](http://www.itu.int/en/ITU-T/studygroups/2017-2020/09/Pages/default.aspx)) |
| 2 November 2021 | - [Submit ITU-T Member contributions (via Direct Document Posting)](http://www.itu.int/net/ITU-T/ddp/) |

Practical meeting information is set out in **Annex A**. A draft meeting **agenda and** **Timetable**, prepared in agreement with the Chairman of the Study Group 9 (Mr Satoshi Miyaji) and its management team, are set out in **Annexes B** and **C**,respectively.

I wish you a productive and enjoyable meeting.

|  |  |
| --- | --- |
| Yours faithfully,  Chaesub Lee Director of the Telecommunication Standardization Bureau | This QR code redirects to the latest meeeting information at: http://handle.itu.int/11.1002/groups/sg9 ITU-T SG9 |
| Latest meeting information |

**Annexes**: 3

**ANNEX A  
Practical meeting information**

**Working methods and facilities**

**DOCUMENT SUBMISSION AND ACCESS:** Member contributions should be submitted using [Direct Document Posting](http://itu.int/net/ITU-T/ddp/); draft TDs should be submitted by e-mail to the study group secretariat using the [appropriate template](https://www.itu.int/en/ITU-T/studygroups/Pages/templates.aspx). Access to meeting documents is provided from the study group homepage, and is restricted to ITU-T Members who have an [ITU user account](http://www.itu.int/TIES/) with TIES access.

**WORKING LANGUAGE**: The entire meeting will run in English only.

**INTERACTIVE REMOTE PARTICIPATION**: The [MyMeetings](https://remote.itu.int/) tool will be used to provide remote participation for all sessions. Delegates must register for the meeting and identify themselves and their affiliation when taking the floor. Remote participation is provided on a best-effort basis. The meeting should not be delayed or interrupted because of a remote participant’s inability to connect, listen or be heard. If the voice quality of a remote participant is considered insufficient, the Chairman may interrupt the remote participant and may refrain from giving the participant the floor until there is indication that the problem is resolved. The meeting chat facility is an integral part of the meeting and its use is encouraged to facilitate efficient time management during the sessions.

**REGISTRATION, NEW DELEGATES, FELLOWSHIPS AND VISA SUPPORT**

**REGISTRATION:** Registration is mandatory and is to be done online via the study group home page **at least one month before the start of the meeting**. As outlined in [TSB Circular 68](https://www.itu.int/md/T17-TSB-CIR-0068), the ITU-T registration system requires focal-point approval for registration requests; [TSB Circular 118](https://www.itu.int/md/T17-TSB-CIR-0118) describes how to set up automatic approval of these requests. The membership is invited to include women in their delegations whenever possible.

Registration is mandatory via the online registration form on the [study group homepage](http://www.itu.int/go/tsg09). Without registration, delegates will not be able to access the [MyMeetings remote participation tool](https://remote.itu.int/).

**NEW DELEGATES, FELLOWSHIPS AND VISA SUPPORT**: For virtual meetings, since there is no travel involved, no fellowships are provided and visa support is not applicable. Orientation sessions for new delegates will be provided as considered appropriate by the study group chairman.

**Annex B  
Draft agenda of SG9 meeting (e-meeting, 15-24 November 2021)**

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| --- | --- | --- |
| **#** | **Agenda items** |  |
|  | Opening of the SG9 meeting   * 1. Remote participation guide for SG9 meeting. Similarly to the previous fully virtual SG9 meeting (April 2020), SG9 is requested to agree that remote participants are allowed to express their views in decision-making sessions, such as SG9 plenaries, due to “force majeure” of COVID-19   2. Approval of the agenda   3. Approval of the previous SG9 Reports   4. Approval of the meeting time schedule   5. Document allocation   6. Incoming liaison statements   7. Meeting facilities and useful information   8. Newcomers’ training and welcome pack |  |
|  | * 1. WTSA-20 updates   2. TSAG results relevant to SG9 |  |
|  | SG9 organization   * 1. SG9 Management team   2. Working Party structure and its Management   3. Questions Rapporteurs and Associates   4. Liaison Officers |  |
|  | Feedback on interim activities since the last meeting |  |
|  | Contributions for the opening Plenary |  |
|  | Report and liaison statements from other Groups/Workshops |  |
|  | Promotion of SG9 work, workshops organization |  |
|  | Documents planned for Approval/Consent/Determination/Agreement at this meeting |  |
|  | AOB for opening Plenary |  |
|  | Intellectual Property Rights inquiry |  |
|  | Approval/Consent/Determination of draft Recommendations and agreement of other deliverables   * 1. Recommendations   2. Supplements   3. Technical Papers and Technical Reports   4. Others |  |
|  | Approval of Working‑Party reports and Question meeting reports |  |
|  | Outgoing Liaison Statements |  |
|  | Agreement to start new work items |  |
|  | Update of the SG9 Work Programme |  |
|  | New/revised Questions (if any) and Working Party Structure |  |
|  | New appointment of Rapporteurs, Associate Rapporteurs, Liaison Officers |  |
|  | Date and place of the next SG9 meeting |  |
|  | Future Interim Activities (Working Party and Rapporteur meetings) |  |
|  | AOB for closing Plenary |  |
|  | Closing |  |

NOTE - Updates to the agenda will be posted as TD document.

Annex C  
Draft Timetable of SG9 meeting (e-meeting, 15-24 November 2021)

|  | **Monday 15 November** | | | | **Tuesday 16 November** | | | | **Wednesday 17 November** | | | | **Thursday 18 November** | | | | **Friday 19 November** | | | | **Sat 20  Nov.** | **Sun 21 Nov.** | **Monday 22 November** | | | | **Tuesday 23 November** | | | | **Wednesday 24 November** | | | |
| --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- |
| ***Sessions*** | ***1*** | ***2*** | ***3*** | ***4*** | ***1*** | ***2*** | ***3*** | ***4*** | ***1*** | ***2*** | ***3*** | ***4*** | ***1*** | ***2*** | ***3*** | ***4*** | ***1*** | ***2*** | ***3*** | ***4*** |  |  | ***1*** | ***2*** | ***3*** | ***4*** | ***1*** | ***2*** | ***3*** | ***4*** | ***1*** | ***2*** | ***3*** | ***4*** |
| **PLEN** | **--** | **--** | **--** | **--** |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  | **--** | **--** | **--** | **--** |
| **WPs** |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  | **--** | **--** | **--** | **--** |  |  |
| **Workshop** |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  | **--** | **--** | **--** | **--** |  |  |  |  |  |  |  |  |  |  |  |  |  |  |
| **Q1/9** |  |  |  |  | **--** | **--** | **--** | **--** | **--** | **--** | **--** | **--** | **--** | **--** | **--** | **--** |  |  |  |  |  |  | **--** | **--** | **--** | **--** | **--** | **--** |  |  |  |  |  |  |
| **Q2/9** |  |  |  |  | **--** | **--** | **--** | **--** | **--** | **--** | **--** | **--** | **--** | **--** | **--** | **--** |  |  |  |  |  |  | **--** | **--** | **--** | **--** | **--** | **--** |  |  |  |  |  |  |
| **Q4/9** |  |  |  |  | **--** | **--** | **--** | **--** | **--** | **--** | **--** | **--** | **--** | **--** | **--** | **--** |  |  |  |  |  |  | **--** | **--** | **--** | **--** | **--** | **--** |  |  |  |  |  |  |
| **Q5/9** |  |  |  |  | **--** | **--** | **--** | **--** | **--** | **--** | **--** | **--** | **--** | **--** | **--** | **--** |  |  |  |  |  |  | **--** | **--** | **--** | **--** | **--** | **--** |  |  |  |  |  |  |
| **Q6/9** |  |  |  |  | **--** | **--** | **--** | **--** | **--** | **--** | **--** | **--** | **--** | **--** | **--** | **--** |  |  |  |  |  |  | **--** | **--** | **--** | **--** | **--** | **--** |  |  |  |  |  |  |
| **Q7/9** |  |  |  |  | **--** | **--** | **--** | **--** | **--** | **--** | **--** | **--** | **--** | **--** | **--** | **--** |  |  |  |  |  |  | **--** | **--** | **--** | **--** | **--** | **--** |  |  |  |  |  |  |
| **Q8/9** |  |  |  |  | **--** | **--** | **--** | **--** | **--** | **--** | **--** | **--** | **--** | **--** | **--** | **--** |  |  |  |  |  |  | **--** | **--** | **--** | **--** | **--** | **--** |  |  |  |  |  |  |
| **Q9/9** |  |  |  |  | **--** | **--** | **--** | **--** | **--** | **--** | **--** | **--** | **--** | **--** | **--** | **--** |  |  |  |  |  |  | **--** | **--** | **--** | **--** | **--** | **--** |  |  |  |  |  |  |
| **Q10/9** |  |  |  |  | **--** | **--** | **--** | **--** | **--** | **--** | **--** | **--** | **--** | **--** | **--** | **--** |  |  |  |  |  |  | **--** | **--** | **--** | **--** | **--** | **--** |  |  |  |  |  |  |
| **Q11/9** |  |  |  |  | **--** | **--** | **--** | **--** | **--** | **--** | **--** | **--** | **--** | **--** | **--** | **--** |  |  |  |  |  |  | **--** | **--** | **--** | **--** | **--** | **--** |  |  |  |  |  |  |
| **Q12/9** |  |  |  |  | **--** | **--** | **--** | **--** | **--** | **--** | **--** | **--** | **--** | **--** | **--** | **--** |  |  |  |  |  |  | **--** | **--** | **--** | **--** | **--** | **--** |  |  |  |  |  |  |

**Sessions timing: TBD**

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| **PLEN** | SG9 Plenary sessions |
| **WPs** | Working Parties 1/9 and 2/9 Plenary sessions |
| **X** | Represents a meeting session |
| **Remote** | Remote participation facilities: <https://www.itu.int/myworkspace/#/MyMeetings> |
| **--** | Detailed time plan including Question sessions will be made available from the SG9 webpage |
| **1** | A leadership team training programme, tailored for rapporteurs, editors as well as newcomers will be organized |
| **2** | SG9 Working Parties Opening Plenaries will be held as part of SG9 Opening Plenary. |
| **3** | Workshop on “***The future of Television for Europe***” (see <http://www.itu.int/go/4KAG> ). |

**Colour legend**

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|  | SG and WP Plenary sessions |  | Workshop |  | Questions of SG9 |

NOTE - Updates to the timetable will be posted as TD document.

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