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| The International Teleocmmunication Union - Connecting the World. | **国 际 电 信 联 盟****电信标准化局** |  |

 2020年5月14日，日内瓦

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| 文号： | **电信标准化局第10/11号集体函**SG11/DA | 致：– 国际电联各成员国主管部门；– ITU-T部门成员；– 参加第11研究组工作的ITU-T部门准成员；– 国际电联学术成员 |
| 电话： | +41 22 730 5780 |
| 传真： | +41 22 730 5853 |
| 电子邮件： | tsbsg11@itu.int |
| 网站： | <http://itu.int/go/tsg11> |
| 事由： | **ITU-T第11研究组虚拟会议，2020年7月22-31日** |

尊敬的先生/女士：

我高兴地邀请您出席计划于2020年7月22-31日（含）完全以虚拟方式召开的第11研究组（信令要求、协议、测试规范及打击假冒伪劣产品）下次会议。

由于目前的COVID-19大流行，经与ITU-T第11研究组主席、其管理团队和电信发展局（TSB）协调，此会议取代原订于在相同日期在日内瓦举办的会议。

请注意，将不发放与会补贴，整个会议将仅以英语进行，而且不提供口译服务。

开幕全体会议将于2020年7月22日日内瓦时间13时30分开始，使用[我的会议远程参会工具](https://remote.itu.int/)。文件制作、远程参会细节及其他相关信息见第11研究组主页（[www.itu.int/go/tsg11](http://www.itu.int/go/tsg11)）。

计划于2020年7月21日日内瓦时间14时 – 15时30分为来自发展中国家的代表举办缩小标准化差距（BSG）实践培训课程。如有兴趣参加，请发邮件给tsbbsg@itu.int。

以下活动将与第11研究组会议并行举办：

– ITU-T第13研究组虚拟会议，2020年7月20-31日；更多信息见[第11/13号集体函](https://www.itu.int/md/T17-SG13-COL-0011/en)；

– ITU-T一致性评定指导委员会（ITU-T CASC）虚拟会议，2020年7月24日；更多信息见[CASC网页](https://www.itu.int/en/ITU-T/studygroups/2017-2020/11/Pages/CASC.aspx)。

**重要截止日期：**

|  |  |
| --- | --- |
| 2020年5月22日 | – 提交需要翻译的[ITU-T成员文稿](http://itu.int/net/ITU-T/ddp/) |
| 2020年6月22日 | – 注册（通过研究组主页[www.itu.int/go/tsg11](http://www.itu.int/go/tsg11)提供的注册表进行：） |
| 2020年7月9日 | – （通过[文件直传](http://www.itu.int/net/ITU-T/ddp/)系统提交）[提交ITU-T成员文稿](http://www.itu.int/net/ITU-T/ddp/) |

会议实用信息见**附件A**。Andrey Kucheryavy先生（俄罗斯联邦）起草的会议**议程**草案见**附件B**。时间计划草案见**附件C**。

祝您与会顺利且富有成效！

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| 顺致敬意！A picture containing table  Description automatically generated电信标准化局主任李在摄 | This QR code redirects to the latest meeeting information at: http://handle.itu.int/11.1002/groups/sg11ITU-T SG11 |
| 最新会议信息 |

**附件：3件**

附件A
会议实用信息

**工作方法与设施**

**文件的提交和获取：**成员文稿应通过[文件直传](http://itu.int/net/ITU-T/ddp/)系统提交；临时文件草案应使用[适当模板](https://www.itu.int/en/ITU-T/studygroups/Pages/templates.aspx)通过电子邮件提交给研究组秘书处。通过研究组主页可获取会议文件，但仅限于可以通过TIES进入[国际电联用户账户](http://www.itu.int/TIES/)的ITU-T成员。

**工作语文：**整个会议将仅以英文进行。

**互动式远程参会：**[我的会议](https://remote.itu.int/)工具将用于为所有会议提供远程参会，其中包括工作组和研究组全体会议之类的决策性会议。代表们必须注册，而且在发言时需介绍自己和所属单位。远程参会将尽力提供。参会者应了解，会议不会因有代表无法连线、收听或发言不能被听到而推迟或中断，一切听从主席的酌情安排。如果认为远程参会者的语音质量不佳，主席可能会打断远程参会者，并且可能避免请参会者发言，直到有迹象表明问题已解决为止。

**注册**

**注册：**注册是强制性的，并且必须**至少在会议开始的一个月前**通过研究组主页（[www.itu.int/go/tsg11](http://www.itu.int/go/tsg11)）进行。未经注册，代表将无法获取远程参会工具。

如同[电信标准化局第68号通函](https://www.itu.int/md/T17-TSB-CIR-0068)所述，ITU-T注册系统要求联系人批准注册申请；[电信标准化局第118](https://www.itu.int/md/T17-TSB-CIR-0118)号通函介绍了如何设置自动批准这些请求。

请成员尽可能吸收女代表加入代表团。

ANNEX B
Draft agenda of SG11 virtual meeting, 22-31 July 2020

|  |  |  |
| --- | --- | --- |
| **#** | **Agenda items** |  |
|  | Opening of the SG11 Plenary meeting * 1. Approval of the agenda
	2. Approval of the previous SG11 reports (4-13 March 2020)
	3. Approval of the meeting time plan
	4. Document allocation
	5. Incoming liaison statements
	6. Meeting facilities and electronic working methods
	7. Newcomers’ welcome pack
 |  |
|  | SG11 organization, including Regional Groups and CASC* 1. SG11 Management team
	2. Working Party structure and its Management
	3. Questions Rapporteurs and Associates, including rapporteur appointments
	4. Liaison Officers
 |  |
|  | Feedback on interim activities since last meeting* 1. Recommendation matters
	2. Interim Rapporteur meetings
 |  |
|  | Approval of interim outgoing Liaison Statements |  |
|  | Approval of the updated work programme of SG11 |  |
|  | Consider approval of Recommendations in accordance with [Resolution 1 / Recommendation ITU-T A.8], if any* 1. Member State consultation on Determined draft new Recommendation ITU-T Q.3643 ([TSB Circular 241](https://www.itu.int/md/T17-TSB-CIR-0241/en) and [Report 30](https://www.itu.int/md/meetingdoc.asp?lang=en&parent=T17-SG11-R-0030))
 |  |
|  | Achievements of SG11 during 2017-2020 Study Period |  |
|  | iLSs addressed to all Questions of SG11 |  |
|  | Promotion of SG11 work, e.g. workshops organization |  |
|  | Templates (e.g. agendas, reports) |  |
|  | Arrangement of SG11 special sessions on preparation for WTSA-20 |  |
|  | AOB for opening Plenary |  |
|  |

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|  | Intellectual Property Rights (IPR) inquiry |  |
|  | Approval and “Consent” of draft Recommendations proposed for approval (Recommendation ITU-T A.8) and approval of other deliverables* 1. Recommendations
	2. Supplements
	3. Technical Papers and Reports
 |  |
|  | Recommendations for (TAP) Determination/Decision/Approval (Resolution 1) (if any) |  |
|  | New appointment of Rapporteurs, Associate Rapporteurs, Liaison Officers (if any) |  |
|  | Approval of Working Party reports |  |
|  | Outcomes of SG11 special session on preparation for WTSA-20 |  |
|  | Outgoing Liaison Statements |  |
|  | New/Revised Questions (if any) |  |
|  | New work items |  |
|  | Update of SG11 Work Programme |  |
|  | Date and place of the next SG11 meetings |  |
|  | Future Interim Activities (Working Parties and interim Rapporteur group meetings) |  |
|  | Future Workshops of SG11 |  |
|  | Future Regional Group meetings and CASC meetings |  |
|  | AOB for closing Plenary |  |
|  | Closing |  |

*Note: Items 1 to 12 are expected to be addressed in the opening Plenary (22 July 2020) and items 13 to 28 are expected to be addressed in the closing Plenary (31 July 2020).*

NOTE ‒ Updates to the agenda can be found in [SG11-TD1265/GEN](https://www.itu.int/md/meetingdoc.asp?lang=en&parent=T17-SG11-200722-TD-GEN-1265).

**ANNEX C****Draft time plan**

**SG11 virtual meeting,** **22-31 July 2020****(First week)**

|  |  |  |  |
| --- | --- | --- | --- |
|  | **Wednesday, 22 July 2020** | **Thursday, 23 July 2020** | **Friday, 24 July 2020** |
| 0 | 1 | 2 | 3 | 4 | 5 | 0 | 1 | 2 | 3 | 4 | 5 | 0 | 1 | 2 | 3 | 4 | 5 |
| **SG11 PLEN** |  |  |  | **V** | **V** |  |  |  |  |  |  |  |  |  |  |  |  |  |
| **WP1/11 PLEN** |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |
| **Q1/11** |  |  |  |  |  |  |  | **V** | **V** |  |  |  |  |  |  |  |  |  |
| **Q2/11** |  |  |  |  |  |  |  |  |  |  |  |  |  | **V** | **V** |  |  |  |
| **Q3/11** |  |  |  |  |  |  |  | **V** | **V** |  |  |  |  |  |  |  |  |  |
| **Q4/11** |  |  |  |  |  |  | **V** |  |  |  |  |  | **V** | **V** |  |  |  |  |
| **Q5/11** |  |  |  |  |  |  |  | **V** | **V** |  |  |  |  | **V** | **V** |  |  |  |
| **WP2/11 PLEN** |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |
| **Q6/11** |  |  |  |  |  |  |  | **V** | **V** |  |  |  |  |  | **V** |  |  |  |
| **Q7/11** |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |
| **Q8/11** |  |  |  |  |  |  | **V** |  |  |  |  |  | **V** | **V** |  |  |  |  |
| **WP3/11 PLEN** |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |
| **Q9/11** |  |  |  |  |  |  |  | **V** |  |  |  |  |  |  |  |  |  |  |
| **Q10/11** |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |
| **Q11/11** |  |  |  |  |  |  |  |  | **V** |  |  |  |  |  |  |  |  |  |
| **Q12/11** |  |  |  |  |  |  |  | **V** | **V** |  |  |  |  |  |  |  |  |  |
| **Q13/11** |  |  |  |  |  |  | **V** | **V** |  |  |  |  |  |  |  |  |  |  |
| **Q14/11** | **V** | **V** |  |  |  |  |  |  |  |  |  |  | **V** | **V** |  |  |  |  |
| **Q15/11** |  |  |  |  |  |  |  |  |  |  |  | **V** |  |  |  |  | **V** | **V** |
| **Prep.** **SS WTSA-20** |  |  |  |  |  |  |  |  |  | **V** | **V** |  |  |  |  | **V** | **V** |  |
| **CASC** |  |  |  |  |  |  |  |  |  |  |  |  |  | **V** |  |  |  |  |
| **Sessions times (Geneva time)****Session 0: 0900-1015; Session 1: 1030-1145; Session 2: 1200-1315; Session 3: 1330-1445;****Session 4: 1500-1615; Session 5: 1630-1745** |
| **Key: V - virtual meeting via ITU MyWorkspace** |

**SG11 virtual meeting, 22-31 July 2020****(Second week)**

|  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- |
|  | **Monday, 27 July 2020** | **Tuesday, 28 July 2020** | **Wednesday, 29 July 2020** | **Thursday, 30 July 2020** | **Friday, 31 July 2020** |
| 0 | 1 | 2 | 3 | 4 | 5 | 0 | 1 | 2 | 3 | 4 | 5 | 0 | 1 | 2 | 3 | 4 | 5 | 0 | 1 | 2 | 3 | 4 | 5 | 0 | 1 | 2 | 3 | 4 | 5 |
| **SG11 PLEN** |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  | **V** | **V** |  |
| **WP1/11 PLEN** |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  | **V** |  |  |  |  |  |  |  |  |  |
| **Q1/11** |  |  |  |  |  |  |  |  |  | **V** | **V** |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |
| **Q2/11** |  |  |  |  |  |  |  | **V** | **V** |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |
| **Q3/11** |  | **V** | **V** |  |  |  |  |  |  | **V** |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |
| **Q4/11** |  |  |  |  | **V** |  | **V** | **V** | **V** |  |  |  | **V** |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |
| **Q5/11** |  |  |  |  |  |  |  |  | **V** |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |
| **WP2/11 PLEN** |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  | **V** |  |  |  |  |  |  |  |  |
| **Q6/11** | **V** | **V** |  |  |  |  |  |  | **V** |  |  |  |  | **V** |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |
| **Q7/11** |  |  | **V** | **V** |  |  | **V** | **V** |  |  |  |  |  |  | **V** |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |
| **Q8/11** |  |  |  |  |  |  |  |  |  | **V** |  |  | **V** |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |
| **WP3/11 PLEN** |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  | **V** |  |  |  |  |  |  |  |
| **Q9/11** |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |
| **Q10/11** |  |  |  | **V** | **V** |  |  | **V** | **V** |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |
| **Q11/11** |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |
| **Q12/11** |  | **V** | **V** |  |  |  |  |  |  | **V** |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |
| **Q13/11** | **V** | **V** |  |  |  |  | **V** |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |
| **Q14/11** |  |  |  |  |  |  | **V** | **V** |  |  |  |  | **V** |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |
| **Q15/11** |  |  |  | **V** | **V** | **V** |  |  |  | **V** | **V** | **V** |  |  |  |  | **V** | **V** |  |  |  |  |  |  |  |  |  |  |  |  |
| **Prep.** **SS WTSA-20** |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  | **V** | **V** |  |  |  |  |  |  |  |  |  |  |  |  |  |
| **Sessions times (Geneva time)****Session 0: 0900-1015; Session 1: 1030-1145; Session 2: 1200-1315; Session 3: 1330-1445; Session 4: 1500-1615; Session 5: 1630-1745** |
| **Key: V - virtual meeting via ITU MyWorkspace** |

Note 2: Updates to the timetable can be found in [SG11-TD1266/GEN](https://www.itu.int/md/meetingdoc.asp?lang=en&parent=T17-SG11-200722-TD-GEN-1266).

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