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| ITU logo | INTERNATIONAL TELECOMMUNICATION UNION**TELECOMMUNICATIONSTANDARDIZATION SECTOR**STUDY PERIOD 2017-2020 | TSAG-TD916R1 |
| **TSAG** |
| **Original: English** |
| **Question(s):** | N/A | E-Meeting, 11-18 January 2021 |
| **TD** |
| **Source:** | TSAG Management Team |
| **Title:** | Draft agenda for the TSAG closing plenary sessions on 18 January 2021 |
| **Purpose:** | Information, Discussion |
| **Contact:** | Bilel JamoussiTSB | Tel: +41 22 730 6311E-mail: tsbtsag@itu.int |

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| **Keywords:** | TSAG agenda; |
| **Abstract:** | This TD holds the draft agenda for the TSAG closing plenary sessions on 18 January 2021. |

**Action**: TSAG is invited to review and approve this draft agenda.

Status: 18 January 2021, 08:30.

URL to captioning: <https://captioning.itu.int/player?event=TSAG&start=0>

URL to listen-only webcast: <https://www.itu.int/en/ITU-T/tsag/2017-2020/Pages/webcasts-l.aspx>

# Draft Agenda

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| **Timing****(Geneva time)** | **#** | **Agenda Item** | **Docs** | **Summary and Proposal** |
| **Monday, 18 January 2021** |
| **12:30 hours** | **1** | **Opening of the meeting, TSAG Chairman** |  |  |
|  | **2** | **Approval of the agenda** | [TD916](https://www.itu.int/md/T17-TSAG-210111-TD-GEN-0916)R1 | Contains the draft agenda for the closing plenary for approval. |
|  | **3** | **Preparations for WTSA-20** |  |  |
|  | 3.1 | TSB: ITU-T work continuity plan until WTSA in 2022 and related FAQ | [TD932](https://www.itu.int/md/T17-TSAG-210111-TD-GEN-0932)R1 | Following the agreement at the Second Virtual Consultation of Councillors (VCC-2) (online, November 2020) proposing to postpone WTSA to 1-9 March 2022 preceded by GSS on 28 February 2022, this document provides guiding points and references on the process to ensure smooth continuity of the ITU-T work. This text is based on document VC2/3-E provided at the VCC-2. New Annex A to this document contains answers to the most frequent questions received by the secretariat concerning the postponement of WTSA till 2022.TSAG is asked to note this document. |
|  | 3.2 | TSB: Current and next Study Period designation | [TD1015](https://www.itu.int/md/T17-TSAG-210111-TD-GEN-1015) | Historical data concerning identification of the study period (SP) ranges point to designating the current study period (SP16) planned to end 9 March 2022 as 2016-2021; and the next study period (SP17) planned to end in the 2nd half of 2024 as 2022-2024. Despite 2017-2021 being now the official year range for SP16, for best business continuity, documentation will continue to bear the range 2017-2020, and existing IT resources will continue to use the same SP range until the end of SP16. |
|  | 3.3 | TSAG Chairman: Situation of proposals for WTSA Resolutions to be considered at TSAG plenary level | [TD1016](https://www.itu.int/md/T17-TSAG-210111-TD-GEN-1016) | This TD summarizes the situation of proposals for WTSA Resolutions to be considered at TSAG plenary level, taking into account TD1007R3 and TD1008. |
|  | **20** | **Reports and results of TSAG Rapporteur Groups** |  |  |
|  | **20.1** | **TSAG Rapporteur Group on Strategic and Operational Plan (RG-SOP)** |  |  |
|  | 20.1.1 | Rapporteur, TSAG Rapporteur Group “Strategic Operational Plan”: Progress report of the TSAG Rapporteur Group “Strategic Operational Plan” (RG-SOP) e-meeting, 9 November 2020 | [TD956](https://www.itu.int/md/T17-TSAG-210111-TD-GEN-0956) | This TD holds the progress report of RG-SOP from its interim activities since the September 2020 TSAG meeting.TSAG is invited to take note of this progress report. |
|  | **20.2** | **TSAG Rapporteur Group on Work Programme (RG-WP)** |  |  |
|  | 20.2.1 | Rapporteur, TSAG RG-WP: Draft meeting report | [TD930](https://www.itu.int/md/T17-TSAG-210111-TD-GEN-0930) | The TSAG Rapporteur Group on Work Program and Structure held three sessions on 12 January (Tuesday), 13 January (Wednesday) and on 15 January (Friday) 2021, and is pleased to bring the following actions to the attention of the TSAG plenary:1. **Action TSAG RG-WP-1**TSAG is requested to review and approve the RG-WP report in [TD930](https://www.itu.int/md/meetingdoc.asp?lang=en&parent=T17-TSAG-210111-TD-GEN-0930).
2. **Action TSAG RG-WP-2**TSAG is requested to endorse the new or revised Questions proposed by Study Groups, as found in the Attachments of the following TDs:
3. SG2 Questions (in [TD973R1](https://www.itu.int/md/meetingdoc.asp?lang=en&parent=T17-TSAG-210111-TD-GEN-0973))
4. SG3 Questions (in [TD974](https://www.itu.int/md/meetingdoc.asp?lang=en&parent=T17-TSAG-210111-TD-GEN-0974))
5. SG5 Questions (in [TD975](https://www.itu.int/md/meetingdoc.asp?lang=en&parent=T17-TSAG-210111-TD-GEN-0975))
6. SG9 Questions (in [TD976](https://www.itu.int/md/meetingdoc.asp?lang=en&parent=T17-TSAG-210111-TD-GEN-0976))
7. SG11 Questions (in [TD977R1](https://www.itu.int/md/meetingdoc.asp?lang=en&parent=T17-TSAG-210111-TD-GEN-0977))
8. SG12 Questions (in [TD978](https://www.itu.int/md/meetingdoc.asp?lang=en&parent=T17-TSAG-210111-TD-GEN-0978))
9. SG13 Questions (in [TD979](https://www.itu.int/md/meetingdoc.asp?lang=en&parent=T17-TSAG-210111-TD-GEN-0979))
10. SG15 Questions (in [TD980](https://www.itu.int/md/meetingdoc.asp?lang=en&parent=T17-TSAG-210111-TD-GEN-0980))
11. SG16 Questions (in [TD981](https://www.itu.int/md/meetingdoc.asp?lang=en&parent=T17-TSAG-210111-TD-GEN-0981))
12. SG17 Questions (in [TD982R1](https://www.itu.int/md/meetingdoc.asp?lang=en&parent=T17-TSAG-210111-TD-GEN-0982)).
13. SG20 Questions (in [TD983](https://www.itu.int/md/meetingdoc.asp?lang=en&parent=T17-TSAG-210111-TD-GEN-0983))
14. **Action TSAG RG-WP-3:**
15. TSAG is requested to endorse the conclusions on study group restructuring (in section 5.4 of the meeting report of RG-WP),
16. Approve the terms of reference for the correspondence activity on study group restructuring (in [TD1013R1](https://www.itu.int/md/meetingdoc.asp?lang=en&parent=T17-TSAG-210111-TD-GEN-1013)), and
17. Authorize an e-meeting of RG-WP to be held in May/June 2021.
18. **Action TSAG RG-WP-4:**TSAG is requested to note the proposed SG mandates for the study period 2022 – 2024 as given in [TD993R1](https://www.itu.int/md/meetingdoc.asp?lang=en&parent=T17-TSAG-210111-TD-GEN-0993) “Consolidated draft text for modifications to WTSA Resolution 2”.
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|  | **20.3** | **TSAG Rapporteur Group on Working Methods (RG-WM)** |  |  |
|  | 20.3.1 | Rapporteur, TSAG Rapporteur Group on Working Methods: Draft meeting report | [TD928](https://www.itu.int/md/T17-TSAG-210111-TD-GEN-0928) | TSAG Rapporteur Group on Working Methods (RG-WM) held two virtual sessions during this TSAG on Tuesday 12 and Thursday 14 January 2021 respectively, and is pleased to bring the following conclusions to the attention of the TSAG plenary:1. **TSAG to authorize**\
2. two RG-WM e-meetings with the terms of reference on 23 and 24 March 2021 to complete consideration of documents on RG-WM agenda TD927 and to identify the high-interest topics for future e-meetings to be held prior to the October 2021 meeting of TSAG.
3. Further, authorize the contingent e-mail correspondence activities and additional RG-WM e-meetings to address topics identified in the 24 March 2021 e-meeting. In view of currently scheduled WTSA regional preparatory meetings, these will likely occur between 14 June and 2 July 2021. Exact interim meeting dates will be agreed by the TSAG management team and announced on the RGWM e-mail reflector.
4. Additional e-meetings could be planned between October 2021 and January 2022 TSAG, to be planned at the TSAG October 2021 meeting.
5. **TSAG to note** the meeting report in [TD928](https://www.itu.int/md/T17-TSAG-210111-TD-GEN-0928).
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|  | **20.4** | **TSAG Rapporteur Group on Review of Resolutions (RG-ResReview)** |  |  |
|  | 20.4.1 | Rapporteur, TSAG Rapporteur Group Review of Resolutions: Draft meeting report | [TD920](https://www.itu.int/md/T17-TSAG-210111-TD-GEN-0920) | The TSAG Rapporteur Groupon “Review of WTSA Resolutions” met on 14 January 2021, and is pleased to bring the following conclusions to the attention of the TSAG plenary:**1)** **TSAG to authorize** RG-ResReview to organize one or two interim e-meetings until October 2021, in case contributions are submitted, on reviewing WTSA resolutions, including streamlining, and proposals (including draft or preliminary proposals) on WTSA Resolutions in the scope of this Rapporteur Group.RG-ResReview plans to meet at the eighth TSAG meeting.**2)** **TSAG to note** the meeting report in [TD920](https://www.itu.int/md/T17-TSAG-210111-TD-GEN-0920). |

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|  | **20.5** | **TSAG Rapporteur Group on Strengthening Collaboration (RG-SC)** |  |  |
|  | 20.5.1 | Rapporteur, TSAG Rapporteur Group “Strengthening Collaboration”: Draft meeting report | [TD922](https://www.itu.int/md/T17-TSAG-210111-TD-GEN-0922) | The TSAG Rapporteur Groupon “Strengthening Collaboration” met during one session, and is pleased to bring the following conclusions to the attention of the TSAG plenary:1. **TSAG to agree sending three liaison statements**
2. To all ITU-T study groups on dissemination of an SPCG approved paper on An imperative from the ISO/TMB, IEC/SMB and ITU-T TSAG effective coordination among ISO, IEC and ITU-T technical activities (in [TD998](https://www.itu.int/md/T17-TSAG-210111-TD-GEN-0998));
3. To the Standardization Committee for Vocabulary (SCV) on the *ISO/IEC JTC1 Resolution 2 – Establishment of JTC 1 Advisory Group 18 (AG 18) on JTC 1 Vocabulary* (in [TD999](https://www.itu.int/md/T17-TSAG-210111-TD-GEN-0999));
4. To all ITU-T study groups on the importance of collaboration between IETF, IRTF and ITU-T (in [TD1011](https://www.itu.int/md/T17-TSAG-210111-TD-GEN-1011)).
5. **TSAG to authorize RG-SC** to organize up to three interim e-meetings (if contributions will be received)
6. Thursday, 8 April 2021, 15:00 – 17:00 hours Geneva time
7. Thursday, 22 July 2021, 15:00 – 17:00 hours Geneva time
8. Thursday, 9 September 2021: 15:00 – 17:00 hours Geneva time.
9. **TSAG to note:**

The plan to send a liaison statement from the next RG-SC interim meeting to SG20 on oneM2M collaboration.RG-SC meeting report in TD922.RG-SC plans to meet during the 8th TSAG meeting in 2021. |

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|  | **20.6** | **TSAG Rapporteur Group on Standardization Strategy (RG-StdsStrat)** |  |  |
|  | 20.6.1 | Rapporteur, RG-StdsStrat: Draft meeting report | [TD926](https://www.itu.int/md/T17-TSAG-210111-TD-GEN-0926) | The TSAG Rapporteur Groupon “Standardization Strategy” met on 14 January 2021, and is pleased to bring the following conclusions to the attention of the TSAG plenary:1. **TSAG to agree** Table 1 with the updated repository of hot topics (in [TSAG TD846R1](https://www.itu.int/md/T17-TSAG-200921-TD-GEN-0846/en)).
2. **TSAG to authorize** RG-StdsStrat to hold up to four interim e-meetings on the basis that contributions will be received.Contributions from the membership having a strategic nature are invited until the next TSAG meeting, in particular, on
3. SDGs
	1. Continuation of discussions on and review of “Proposal of ‘Guidance related to the mapping of the SDGs and new work items in ITU-T Study Groups’”;
4. Hot Topics
5. Contributions on [TSAG RG-StdsStrat TD61](https://extranet.itu.int/sites/itu-t/studygroups/2017-2020/tsag/strategy/_layouts/15/WopiFrame.aspx?sourcedoc=%7B2BC22F05-B5DE-42D2-A18D-DDBEB4F325E2%7D&file=TD061_Rapporteur%20analysis%20on%20Hot%20Topics%20as%20background%20information%20to%20RG-StdsStrat%20members.docx&action=default&CT=1610031292419&OR=DocLibClassicUI) “Rapporteur analysis on Hot Topics as background information to RG-StdsStrat members” to confirm/ validate/ invalidate/ develop this analysis, and to review and find consensus on one of the possible proposed scenarios.
6. Analysis of the confirmed Hot Topics repository in its latest update ([TSAG TD846R1](https://www.itu.int/md/T17-TSAG-200921-TD-GEN-0846/en))
7. Metrics
8. Analysis of TSB latest developments
9. Feedback and contributions to support TSB in delivering on members agreed plan.
10. Next ToR for TG-StdsStrat
11. Contributions on the reviewing of the ToR for this Rapporteur Group towards preparations of TSAG in the next Study Period in parallel to the observations on the evolution regarding the proposals on the resolutions under the purview of this Rapporteur Group and the evolution of the activities of the Rapporteur Group

The interim e-meetings are open to all ITU-T members.Four e-meetings are planned in 2021 until the next TSAG meeting from 1-3pm Geneva time1. Thursday, 25 February 2021: 13:00-15:00 hours Geneva time.
2. Thursday, 22 April 2021: 13:00-15:00 hours Geneva time.
3. Thursday, 24 June 2021: 13:00-15:00 hours Geneva time.
4. Thursday, 26 August 2021: 13:00-15:00 hours Geneva time.

RG-StdsStrat will meet at the 8th TSAG meeting in 2021.**3)** **TSAG to note**1. that the rotating Rapporteur for RG-StdsStrat after this TSAG meeting until the next TSAG meeting shall be Mr Stephen Hayes, (Ericsson, USA).
2. the draft meeting report of RG-StdsStrat in TD926.
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|  | **21** | **Additional actions to be undertaken by TSAG** |  |  |
|  | 21.1 | Appointment of Ms Miho Naganuma (NEC Corporation, Japan) as succession Rapporteur for Mr Reiner Liebler in TSAG RG-WP for the remainder of this study period |  |  |
|  | 21.2 | TSAG Chairman: Enhancing accessibility awareness in the ITU | [TD1014](https://www.itu.int/md/T17-TSAG-210111-TD-GEN-1014) | This TD describes an approach to improve accessibility awareness and coordination within ITU. |
|  | 21.3 | LS/o on use of inclusive language in ITU-T standards and ITU-T publications [from TSAG] | [TD1012](https://www.itu.int/md/T17-TSAG-210111-TD-GEN-1012) | TSAG is seeking guidance from the Standardization Committee for Vocabulary (SCV) on use of inclusive language in ITU-T standards and ITU-T publications. |
|  | **22** | **Coordination with the WTDC preparations** |  |  |
|  | 22.1 | Director, TSB: IRM and TSAG: Planning of WTSA and WTDC Regional Preparatory Meetings | [TD994](https://www.itu.int/md/T17-TSAG-210111-TD-GEN-0994)R1 | This document presents the meetings planning schedule for the Inter-regional meeting for preparation of WTSA-20, regional preparatory meetings of the regional organizations, and WTDC-21 regional preparatory meetings. It is prepared to inform and coordinate the preparatory process of WTSA and WTDC.TSAG are invited to note the document. |
|  | **23** | **ITU-T meeting schedule including date of next TSAG, Interregional meeting(s)** |  | The next (8th) TSAG meeting is proposed to be scheduled* Monday 25 – Friday 29 October 2021 (fall-back, virtual, tbc)

The 9th TSAG meeting is proposed to be scheduled* Monday 10 – Friday 14 January 2022 (physical, tbc)

Third interregional meeting for preparation of WTSA-20 is proposed to be scheduled:* Thursday, 21 October 2021 (tbc) virtual or physical.

Fourth interregional meeting for preparation of WTSA-20 is proposed to be scheduled:Thursday, 6 January 2022 (tbc), physical. |
|  | 23.1 | TSB Director: Schedule of ITU-T meetings in 2021 and 2022 | [TD938R7](https://www.itu.int/md/T17-TSAG-210111-TD-GEN-0938) | This document presents the meetings schedule for ITU-T, TSAG, Inter-regional meeting for preparation of WTSA-20 Study groups, Working parties in 2021 and 2022.TSAG is invited to note the document. |
|  | **24** | **Handing-out some certificates of appreciation** |  |  |
|  | **25** | **Any other business** |  |  |
|  | 25.1 |  |  |  |
|  | **26** | **Consideration of draft meeting Report** |  | TSAG delegates are invited to comment (14 day comment period) |
|  | **27** | **Closing remarks by the Director, TSB** |  |  |
| **15:30 hours** | **28** | **Closure of meeting** |  |  |

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