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| ITU logo | INTERNATIONAL TELECOMMUNICATION UNION  **TELECOMMUNICATION STANDARDIZATION SECTOR**  STUDY PERIOD 2017-2020 | | | TSAG-TD1203 | |
| **TSAG** | |
| **Original: English** | |
| **Question(s):** | | | N/A | Virtual, 10-17 January 2022 | |
| **TD** | | | | | |
| **Source:** | | | Rapporteur, TSAG RG-WP | | |
| **Title:** | | | Report of the TSAG Rapporteur Group meeting on Work Program and Structure (e-meeting, 22-23 November 2021) | | |
| **Purpose:** | | | Admin | | |
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| **Keywords:** | Work programme and restructuring; |
| **Abstract:** | This TD contains the report of the meeting of the TSAG Rapporteur Group on Work Program and Structure (e-meeting, 22-23 November 2021). |

**Executive Summary:**

At its October 2021 meeting, TSAG plenary authorized its RG-WP to hold one interim meeting with the objective to progress the restructuring discussions, in particular, SG restructuring action plan.

The Rapporteur of the TSAG Rapporteur Group on Work Program and Structure, Ms Miho Naganuma (NEC Corporation, Japan), chaired this interim e-meeting held 14:00-16:00 CET (Geneva time) 22-23 November 2021. The meeting was attended by 75 people.

RG-WP is pleased to bring the following actions to the attention of TSAG

**Action TSAG RG-WP-1:** TSAG is requested to review and approve this **RG-WP report,** take note of the progess achieved and provide guidance for further work in RG-WP.

# General

This TD contains the report of the TSAG Rapporteur Group on Work Program and Structure (RG-WP).

The meeting was chaired by the Rapporteur, Ms Miho Naganuma (NEC Corporation, Japan) with the assistance of Mr Hiroshi Ota (TSB), and held 14:00-16:00 CET (Geneva time) 22-23 November 2021 as an e-meeting. The meeting was attended by 75 people.

***Action TSAG RG-WP-1:*** *TSAG is requested to review and approve this* ***RG-WP report, take note of the progress achieved*** *and provide guidance for further work in RG-WP*

# Approval of the agenda and document allocation

The meeting adopted the agenda in [RGWP-TD4(211122)](https://extranet.itu.int/meetings/ITU-T/T17-TSAGRGM/RGWP-211122/TDs/T17-TSAGRGM-RGWP-211122-TD-0004.docx) without any modification.

# Documentation

The allocation of documents is provided in Annex B.

# Recap of previous discussions

The meeting noted the report of the previous sessions during the TSAG meeting in October 2021, as found in [TD1029R1](https://www.itu.int/md/meetingdoc.asp?lang=en&parent=T17-TSAG-211025-TD-GEN-1029).

# Action plan

[RGWP-TD3](https://extranet.itu.int/meetings/ITU-T/T17-TSAGRGM/RGWP-211122/TDs/T17-TSAGRGM-RGWP-211122-TD-0003.docx) (Editor) provided the latest draft action plan for the analysis of ITU-T study group restructuring. [RGWP-TD3R1](https://extranet.itu.int/meetings/ITU-T/T17-TSAGRGM/RGWP-211122/TDs/T17-TSAGRGM-RGWP-211122-TD-0003-r01.docx) (Editor) contains comments provided during the session on 22 November 2021. [RGWP-TD5](https://extranet.itu.int/meetings/ITU-T/T17-TSAGRGM/RGWP-211122/TDs/T17-TSAGRGM-RGWP-211122-TD-0005.docx) (Russian Federation) contains their comment to the action plan.

[RGWP-C1(211122)](https://extranet.itu.int/meetings/ITU-T/T17-TSAGRGM/RGWP-211122/Contributions/T17-TSAGRGM-RGWP-211122-C-0001.docx) (United States) proposed revision of the action plan for analysis of ITU-T Study Group restructuring.

After the presentation of the action plan and the Contribution, the action plan was reviewed. Various comments were provided and they were reflected to the updated action plan, which is given in [RGWP-TD3R2](https://extranet.itu.int/meetings/ITU-T/T17-TSAGRGM/RGWP-211122/TDs/T17-TSAGRGM-RGWP-211122-TD-0003-r02.docx) (Editor). It will also be posted as [TD1237](https://www.itu.int/md/T17-TSAG-220110-TD-GEN-1237/en) for the January 2022 meeting. (Please see the all discussion details and results in [TD1237](https://www.itu.int/md/T17-TSAG-220110-TD-GEN-1237/en).)

# AOB

The TSAG RG-WP Rapporteur indicated that

* The report of this meeting will be posted as [TD1203](https://www.itu.int/md/T17-TSAG-220110-TD-GEN-1203/en) for the January 2022 meeting.
* The updated action plan will be posted around 1 December 2022 as a [TD1237](https://www.itu.int/md/T17-TSAG-220110-TD-GEN-1237/en) for the January 2022 meeting.
* Delegates are invited to review the updated action plan and to submit their comments and concrete proposals by written Contributions to the TSAG meeting in January 2022. (Any additional comment that is not submitted by a written Contribution will not be accepted for discussion due to time constraint during the TSAG meeting.)
* Contribution deadline for the TSAG meeting in January 2022: 22 December 2021
* Feedback to the updated action plan is also requested to TSB.

# Closing

The TSAG RG-WP Rapporteur thanked all the participant. She also thanked TSB for their support.

Annex A  
Agenda

1. Opening
2. Approval of the agenda
3. Documentation ([Annex A](#AnnexA))
4. Recap of previous discussions
   1. Previous RG-WP meeting ([TD1029R1](https://www.itu.int/md/meetingdoc.asp?lang=en&parent=T17-TSAG-211025-TD-GEN-1029))
5. Action plan for the analysis of ITU-T study group restructuring
   1. Principles and metrics
6. AOB
7. Closing

Annex B:  
Allocation of documents

| Item | Category | Contribution #, Source Title |
| --- | --- | --- |
| 2 | Adm | [RGWP-TD4](https://extranet.itu.int/meetings/ITU-T/T17-TSAGRGM/RGWP-211122/TDs/T17-TSAGRGM-RGWP-211122-TD-0004.docx): Rapporteur TSAG RG-WP  Draft agenda TSAG RG-WP |
| 4a | Previous discussions | [TD1029R1](https://www.itu.int/md/meetingdoc.asp?lang=en&parent=T17-TSAG-211025-TD-GEN-1029): Rapporteur RG-WP  Report for the Rapporteur Group on Work Program and Structure (E-Meeting, 25-29 October 2021) |
| 5a | Action plan | [RGWP-TD3](https://extranet.itu.int/meetings/ITU-T/T17-TSAGRGM/RGWP-211122/TDs/T17-TSAGRGM-RGWP-211122-TD-0003.docx), [RGWP-TD3R1](https://extranet.itu.int/meetings/ITU-T/T17-TSAGRGM/RGWP-211122/TDs/T17-TSAGRGM-RGWP-211122-TD-0003-r01.docx) and [RGWP-TD3R2](https://extranet.itu.int/meetings/ITU-T/T17-TSAGRGM/RGWP-211122/TDs/T17-TSAGRGM-RGWP-211122-TD-0003-r02.docx): Editor  Draft Action plan for the analysis of ITU-T study group restructuring |
| 5a | Action plan | [RGWP-C1(211122)](https://extranet.itu.int/meetings/ITU-T/T17-TSAGRGM/RGWP-211122/Contributions/T17-TSAGRGM-RGWP-211122-C-0001.docx): United States  Proposed revision of the action plan for analysis of ITU-T Study Group restructuring |
| 5a | Action plan | [RGWP-TD5](https://extranet.itu.int/meetings/ITU-T/T17-TSAGRGM/RGWP-211122/TDs/T17-TSAGRGM-RGWP-211122-TD-0005.docx): Russian Federation  Comment from Russian Federation - Draft Action plan for the analysis of ITU-T study group restructuring |

Annex C  
List of participants

| **First name** | **Last name** | **Affiliation** |
| --- | --- | --- |
| Joao | Zanon | Agência Nacional de Telecomunicações - ANATEL |
| Bruce | Gracie | Ericsson Canada, Inc. |
| Glenn | Parsons | Ericsson Canada, Inc. |
| Oscar | Avellaneda | Innovation, Science and Economic Development Canada |
| Colman | Ho | Innovation, Science and Economic Development Canada |
| Gaelle | Martin-Cocher | InterDigital Canada Ltee |
| Yanchuan | Wang | China Telecommunications Corporation |
| Tong | Wu | China Telecommunications Corporation |
| Xiaojie | Zhu | China Telecommunications Corporation |
| Xiongwei | Jia | China Unicom |
| Marco | Carugi | Huawei Technologies Co., Ltd. |
| Dan | Li | Huawei Technologies Co., Ltd. |
| Zhong (Noah) | Luo | Huawei Technologies Co., Ltd. |
| Hui | Chen | Ministry of Industry and Information Technology (MIIT) |
| Fang | Li | Ministry of Industry and Information Technology (MIIT) |
| Shuguang | Qi | Ministry of Industry and Information Technology (MIIT) |
| Weiling | Xu | Ministry of Industry and Information Technology (MIIT) |
| Dongmei | Li | ZTE Corporation |
| Zhaoji | Lin | ZTE Corporation |
| Liang | Wang | ZTE Corporation |
| Cynthia | Traoré | Autorité de Régulation des Télécommunications/TIC de Côte d'Ivoire (ARTCI) |
| Lars B. | Nielsen | Danish Energy Agency |
| Basma | Tawfik | Ministry of Communications and Information Technology (MCIT) |
| Olivier | Dubuisson | Orange |
| Tobias | Kaufmann | Federal Network Agency for Electricity, Gas, Telecommunications, Post and Railway |
| Maarten | Vissers | Huawei Technologies Düsseldorf GmbH |
| Fabio | Bigi | Ministry of Economic Development |
| Shigeru | Miyake | Hitachi, Ltd. |
| Eriko | Hondo | KDDI Corporation |
| Yutaka | Miyake | KDDI Corporation |
| Mitsuru | Yamada | KDDI Corporation |
| Yuri | Matsuka | Ministry of Internal Affairs and Communications |
| Yoshiaki | Nagaya | Ministry of Internal Affairs and Communications |
| Takahiro | Shigeno | Ministry of Internal Affairs and Communications |
| Daisuke | Yamaguchi | Ministry of Internal Affairs and Communications |
| Miho | Naganuma | NEC Corporation |
| Hideyuki | Iwata | Nippon Telegraph and Telephone Corporation (NTT) |
| Yoichi | Maeda | The Telecommunication Technology Committee (TTC) |
| Minah | Lee | Ministry of Science and ICT |
| Sameera | Belal Momen | Communication and Information Technology Regulatory Authority (CITRA) |
| Claudia | Baez Campos | Instituto Federal de Telecomunicaciones (IFT) |
| Gihane | Belhoussain | Agence Nationale de Réglementation des Télécommunications (ANRT) |
| Vasily | Dolmatov | Ministry of Digital Development, Communications and Mass Media of the Russian Federation |
| Vladimir | Minkin | Ministry of Digital Development, Communications and Mass Media of the Russian Federation |
| Evgeny | Tonkikh | Ministry of Digital Development, Communications and Mass Media of the Russian Federation |
| Alexandre | Vassiliev | Ministry of Digital Development, Communications and Mass Media of the Russian Federation |
| Dmitry | Cherkesov | Radio Research and Development Institute (NIIR) Satellite Communications |
| Muath | Alrumayh | Communications and Information Technology Commission (CITC) |
| Harin | Grewal | InfoComm Media Development Authority |
| Alojz | Hudobivnik | Ministry of Public Administration |
| Martin | Adolph | International Telecommunication Union |
| Lara | Almnini | International Telecommunication Union |
| Denis | Andreev | International Telecommunication Union |
| May Thi | Aye | International Telecommunication Union |
| Robert | Clark | International Telecommunication Union |
| Martin | Euchner | International Telecommunication Union |
| Bilel | Jamoussi | International Telecommunication Union |
| Eun Kyeong | Jee | International Telecommunication Union |
| Mythili | Menon | International Telecommunication Union |
| Hiroshi | Ota | International Telecommunication Union |
| Xiaoya | Yang | International Telecommunication Union |
| Rim | Belhassine-Cherif | Tunisie Télécom |
| Ameni | Khachlouf | Tunisie Télécom |
| Jasim | Al Ali | Telecommunications and Digital Government Regulatory Authority (TDRA) |
| Nasser | Al Marzouqi | Telecommunications and Digital Government Regulatory Authority (TDRA) |
| Paul | Redwin | Department for Digital, Culture, Media and Sport (DCMS) |
| Phil | Rushton | Department for Digital, Culture, Media and Sport (DCMS) |
| Einar | Bohlin | American Registry for Internet Numbers (ARIN) |
| Latonia | Gordon | Apple Inc. |
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| Ena | Dekanic | International Communications and Information Policy (CIP) |
| Paul | Najarian | International Communications and Information Policy (CIP) |
| Kelly | O'Keefe | International Communications and Information Policy (CIP) |
| Greg | Ratta | National Telecommunications and Information Administration (NTIA) |
| Stephen | Trowbridge | Nokia USA |

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