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| The International Teleocmmunication Union - Connecting the World. | **International telecommunication union****Telecommunication Standardization Bureau**  |  |
|  | Geneva, 2 August 2022 |
| Ref: | **TSB Collective letter 2/13**SG13/TK | - To Administrations of Member States of the Union; - To ITU‑T Sector Members;- To ITU‑T Associates of Study Group 13;- To ITU Academia |
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| Web: | <http://itu.int/go/tsg13> |
| **Subject**: | **Meeting of ITU-T Study Group 13; Geneva, 14 November 2022** |

Dear Sir/Madam,

With my agreement to the request of Study Group 13 Chairman (Mr Kazunori Tanikawa) and as endorsed at the meeting of Study Group 13 (Geneva, 4 – 15 July 2022), it is my pleasure to invite you to attend the meeting of the Study Group 13 (*Future networks and emerging network technologies*) that is to meet at ITU headquarters, Geneva, on 14 November 2022, half day.

The final logistical arrangements for this meeting are dependent on the COVID-19 pandemic evolution and its impact on international travel. The study group management team, in close collaboration with the TSB Secretariat, will monitor the situation closely. If changes to the meeting arrangements are required, ITU-T experts will be informed via the study group homepage, mailing lists and updates to this Collective letter.

The meeting of Study Group 13 will open at 0930 hours, and participant registration will begin at 0830 hours at the [Montbrillant building entrance](https://www.itu.int/en/about/Documents/itu-plan.pdf). The meeting room allocation will be displayed on screens throughout ITU headquarters, and online [here](http://handle.itu.int/11.1002/apps/meeting-rooms). Documentation, remote participation details and other related information can be found on the home page of the study group.

No interpretation will be provided for this meeting. We regret to inform that no fellowships will be offered for this one-day meeting.

The main objectives of the Study Group 13 meeting are to assess the operation of the ad-hoc group on CNC definition coordination\*, JCA-IMT2020 and FG-AN and consider further steps and necessary follow up
(see Annex B for details).

In addition, the meeting will look into the start of preparations to the WTSA-24 and address the coordination issues.

**Key deadlines**:

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| 14 September | - [Submit ITU-T Member contributions](http://itu.int/net/ITU-T/ddp/) for which translation is requested |
| 14 October 2022 | - Pre-registration (via the [online registration](https://www.itu.int/net4/CRM/xreg/web/Registration.aspx?Event=C-00011768) form on the study group homepage- Submit requests for visa support letters (via the [online registration form](https://www.itu.int/net4/CRM/xreg/web/registration.aspx?Event=C-00007076); see details in Annex A)  |
| 1 November 2022 | - [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**. The draft **Agenda** of the meeting, as prepared by the Chairman of the Study Group 13, is set out in in **Annex B**.

I wish you a productive and enjoyable meeting.

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| Yours faithfully,A picture containing object  Description automatically generatedChaesub LeeDirector of the TelecommunicationStandardization Bureau | This QR code redirects to the latest meeeting information at: http://handle.itu.int/11.1002/groups/sg13 ITU-T SG13 |
| Latest meeting information |

**Annexes**: 2

ANNEX A
Practical meeting information

**WORKING METHODS AND FACILITIES**

**DOCUMENT SUBMISSION AND ACCESS**:The meeting will be run paperless. 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 meeting will run in English only with no interpretation.

**WIRELESS LAN** facilities are available to delegates in all ITU meeting rooms. Detailed information is available on‑site and on the ITU‑T website (<https://www.itu.int/en/ITU-T/ewm/Pages/ITU-Internet-Printer-Services.aspx>).

**E-LOCKERS** are available for the duration of the meeting using delegates’ ITU-T RFID identity badges. The e‑lockers are located immediately after the registration area on the ground floor of the [Montbrillant building](https://www.itu.int/en/about/Documents/itu-plan.pdf).

**PRINTERS** are available in the delegates’ lounges and near all [major meeting rooms](https://www.itu.int/en/about/Documents/itu-plan.pdf). To avoid the need to install drivers on delegates’ computers, documents may be “e‑printed” by e-mailing them to the desired printer.
Details at: <https://itu.int/go/e-print>.

**LOAN LAPTOPS** for delegates are available from the ITU Service Desk (servicedesk@itu.int) on a first-come, first‑served basis.

**INTERACTIVE REMOTE PARTICIPATION**: Remote participation will be provided on a best-effort basis. In order to access session remotely, delegates must register for the meeting. Participants should be aware that, as per usual practice, the meeting will not be delayed or interrupted because of a remote participant’s inability to connect, listen or be heard, at the chairman's discretion. 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. Use of the meeting chat facility is encouraged to facilitate efficient time management during the session, at the chairman's discretion.

**PRE-REGISTRATION AND VISA SUPPORT**

**PRE-REGISTRATION**:Pre-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. Some options in the registration form apply only to Member States (like function). The membership is invited to include women in their delegations whenever possible.

**VISA SUPPORT**: If required, visas must be requested before the date of arrival in Switzerland from the embassy or consulate representing Switzerland in your country or, if there is no such office in your country, from the one that is closest to the country of departure. Deadlines vary, so it is suggested to check directly with the appropriate representation and apply early.

If problems are encountered, the Union can, at the official request of the administration or entity you represent, approach the competent Swiss authorities in order to facilitate delivery of the visa. Once your registration has been approved by your organization’s registration focal point, there is normally a 15-day delay before the visa request letter is issued. Therefore, requests should be made by checking the corresponding box on the registration form **no later than one month before the meeting**. Enquiries should be sent to the ITU Travel Section (travel@itu.int), bearing the words “**visa support**”.

**VISITING GENEVA: HOTELS, PUBLIC TRANSPORT**

**VISITORS TO GENEVA**: Practical information for delegates attending ITU meetings in Geneva can be found at: <http://itu.int/en/delegates-corner>. COVID-19 specific information related to participation in ITU events can be found at: <https://www.itu.int/en/ITU-T/wtsa20/Pages/FAQ.aspx>.

**HOTEL DISCOUNTS**: A number of Geneva hotels offer preferential rates for delegates attending ITU meetings, and provide a card giving free access to Geneva’s public transport system. A list of participating hotels, and guidance on how to claim discounts, can be found at: <http://itu.int/travel/>.

**ANNEX B**

 (to TSB Collective letter 2/13)

**Meeting of Study Group 13
Geneva, 14 November 2022**

**Draft Agenda**

1. Opening remarks and welcome
2. Approval of the agenda
3. Summary of activities since the July 2022 Study Group 13 meeting

 3.1 CNC\* ad-hoc: report and further treatment

 3.2 Consideration of 5 new work items establishment (all related to CNC):

 3.2.1 Q2/13:

* Y.CNC-exp-reqts *"Requirements of capability exposure in CNC network"*
* Y.CNC-TP-arc *“Requirements and functional architecture of transaction platform in
 CNC network”*
* Y.CNC-CL-Arch *“Requirements and architecture of control layer in CNC network”*

 3.2.2 Q20/13:

* Y.IMT2020-SS-CNC "*Requirements and framework of service scheduling for
 computing and network convergence for IMT-2020 and beyond"*

 3.2.3 Q23/13:

* Y.FMSC-CNC *“Fixed, mobile and satellite convergence - Computing and
 network convergence for IMT-2020 and beyond”*

4. Review of the JCA-IMT2020 operation and consideration of its lifetime extension

5. Review of FG-AN operation and consideration of its lifetime extension

6. Consideration for creating a new Question for coordination

7. Next Study Period preparations: set up the NSP\*\* ad-hoc

8. Review the status of JCA-ML endorsement and preparations for JCA-ML operation

9. Liaison and interaction with other groups, if needed

10. Miscellaneous

11. Adjournment

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\* CNC stands for Computing and Network Convergence

\*\* NSP is Next Study Period

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