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| The International Teleocmmunication Union - Connecting the World. | **International telecommunication union****Telecommunication Standardization Bureau**  |  |
|  | Geneva, 15 March 2022 |
| Ref: | **TSB Collective letter 1/17**SG17/XY | - To Administrations of Member States of the Union; - To ITU‑T Sector Members;- To ITU‑T Associates of Study Group 17; - To ITU Academia |
| Tel: | +41 22 730 6206 |
| Fax: | +41 22 730 5853 |
| E-mail: | tsbsg17@itu.int  |
| Web: | <http://itu.int/go/tsg17>  |
| **Subject**: | **Virtual meeting of Study Group 17, 10-20 May 2022** |

Dear Sir/Madam,

It is my pleasure to invite you to attend the next meeting of ITU-T Study Group 17 (Security), which will be held virtually from 10 to 20 May 2022, inclusive.

The entire meeting will be run in English only with no interpretation but with captioning for the SG17 closing plenary on 20 May 2022, e-fellowship will be awarded.

The meeting will be held at 10:00-16:00 hours, Geneva time, everyday using the [MyMeetings remote participation tool](https://remote.itu.int/). A tutorial on ‘SG17 Overview for Newcomers’ will be held at 10:00-11:00 hours, Geneva time, on Friday 6 May 2022 and an open extended SG17 management team meeting will be held at 12:00-15:00 hours, Geneva time, on Friday 6 May 2022 as parts of this SG17 meeting.

**Key deadlines**:

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| 10 March 2022 | - [Submit ITU-T Member contributions](http://www.itu.int/net/ITU-T/ddp/) for which translation is requested |
| 29 March 2022 | - Submit e-fellowship requests (via the form on the study group homepage; see details in Annex A) |
| 10 April 2022 | - Registration (via the online registration form on the [SG17 homepage](https://www.itu.int/en/ITU-T/studygroups/2017-2020/17/Pages/default.aspx)) |
| 27 April 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**. A draft meeting **agenda**, prepared in agreement with the Chairman of the study group, Mr Heung Youl Youm (Republic of Korea), is set out in **Annex B**.A draft time plan will be available from [SG17 homepage](https://www.itu.int/en/ITU-T/studygroups/2017-2020/17/Pages/default.aspx) and frequently updated before and during the meeting.

Please also be informed that:

* 29th JCA-IdM meeting will take place at 14:30-16:00 hours, Geneva time, on Friday 13 May 2022. Kindly register separately to this JCA-IdM meeting at: [JCA-IdM homepage](https://www.itu.int/en/ITU-T/jca/idm/Pages/default.aspx).

I wish you a productive and enjoyable meeting.

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| Yours faithfully,Chaesub LeeDirector of the TelecommunicationStandardization Bureau | cid:image001.png@01D2C590.81C3C8E0  |
| Latest meeting information |

**Annexes**: 2

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, including decisions-making sessions such as working party and study group plenaries. 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. Participants should be aware that the meeting will not be delayed or interrupted because of a remote participant’s inability to connect, listen or be heard, as per 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. 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. Some options in the registration form apply only to Member States. 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://itu.int/go/tsg17). Without **confirmed 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.

**E-FELLOWSHIPS**: For e-fellowships, reimbursement is provided for the cost of connectivity for the duration of the event. The e-fellowship request form is available from the study group homepage. **E-fellowship requests must be received by 29 March 2022 at the latest**, sent by e-mail to fellowships@itu.int or by fax to +41 22 730 57 78. **Registration (approved by the focal point) is required before submitting a fellowship request**, and it is strongly recommended to register for the event and to start the request process at least seven weeks before the meeting. Please note that the decision criteria to grant an e-fellowship include: available ITU budget; active participation, including the submission of relevant written contributions; equitable distribution among countries and regions; application by persons with disabilities and specific needs; and gender balance.

**ANNEX B**
**Agenda for Plenary Meeting of ITU-T SG17
Virtual, 10-20 May 2022**

NOTE - Updates to the agenda can be found in [TD001](https://www.itu.int/md/T17-SG17-210824-TD-PLEN-3779/en)

1. Opening of the meeting and welcome
2. Results of GSS and WTSA-20 pertaining to Study Group 17:
3. Study group leadership
4. Study group responsibility and mandate
5. Lead study group responsibilities
6. Questions
7. Other GSS and WTSA-20 results
8. Organization of Study Group 17
	1. Report of SG17 Task force on preparation for the next study period (2022 –2024)
	2. Working Party structure
	3. Appointment of Working Party Chairmen and Vice chairmen
	4. Appointment of Rapporteurs and Associate Rapporteurs
	5. Other appointments
9. Results from the last SG17 meeting
	1. Report of the 7 January 2022 SG17 e-plenary
	2. Situation regarding Recommendations consented under AAP
	3. Situation regarding Recommendations determined under TAP
	4. Reports of the interim Rapporteur group meetings
	5. Report of SG17 correspondence group on efficient meeting management in SG17
	6. Report of “ITU-T X.509 Day” event
10. Coordination, collaboration and cooperation
	1. Joint coordination activities (JCAs) and Focus groups (FGs)
	2. Relations with other lead study groups
	3. Collaboration with ITU-D
	4. Collaboration with ITU-R
	5. CTO meeting
	6. Memorandum of Understanding on e-business (IEC, ISO, ITU-T, UN/ECE)
	7. Collaboration with IEC, ISO and ISO/IEC JTC 1
	8. Collaboration with IETF
	9. Collaboration with ETSI
	10. Collaboration with the SDL Forum Society
	11. Interaction with other industry consortia and forums
	12. Reports on other liaison and collaboration activities
11. Working arrangements for this meeting
	1. SG17 organization for this meeting
	2. Special plenary sessions on
		1. *WTSA-20 results*
		2. *Default approval process for SG17 Recommendations*
	3. Handling of input documents
	4. Texts proposed for action and proposed new work items
	5. SG17 Lead Study Group activities
	6. SG17 JCAs
* JCA-IdM
* JCA-CoP
1. SG17 Regional Groups
* SG17RG-AFR
* SG17RG-ARB
1. SG17 Projects
	1. Tutorials for this meeting
2. General matters
	1. TDs to facilitate our work
	2. IPR information
	3. Project leaders, liaison officers, representatives, contact points and other Leadership positions
	4. SG17 activities in support of WTSA-20 Resolutions, WTDC-17 Resolutions and PP-18 Resolutions
	5. SG17 webpages
	6. Kaleidoscope
	7. Future SG17 organized outreach events (workshops, summits, seminars)
3. Programme for this meeting (working party meetings and meetings on Questions)
	1. Meeting reports
	2. Recommendations and other texts for approval or agreement at this SG17 meeting
	3. Recommendations for consent or determination at this SG17 meeting
	4. A.5 justification for normative references other than ITU, ISO, IEC in Recommendations
	5. A.25 justification for incorporation of text in Recommendations
	6. New work items to be added and work items to be deleted from the work programme
	7. Recommendations and other texts planned for action at the next SG17 meeting
	8. Recommendations and other texts planned for action later in the study period
	9. Updated Question Work Programme including Editors, Summaries and other updates for Recommendations and other texts under development
	10. Manuals, roadmaps and wikis
	11. Liaison statements
	12. Requests to TSB to initiate A.4 (consortia/forums), A.5 (referenced organizations) or A.6 (SDOs) qualifications
	13. Appointments/dismissals of SG17 positions
	14. Planned Rapporteur group (e-)meetings (alone, joint or collocated), and other activities
	15. Establishment, continuation, or termination of correspondence groups
	16. Other items for SG17 agreement
	17. Updated Action plan for the next SG17 meeting and further future
	18. Highlights of achievements
4. Future meetings of SG17
5. Information from Vice Chairmen and Working Party Chairmen
6. Any other business
7. Closing

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