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|  | INTERNATIONAL TELECOMMUNICATION UNION**TELECOMMUNICATIONSTANDARDIZATION SECTOR**STUDY PERIOD 2022-2024 | TSAG-C077 |
| TSAG  |
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| **CONTRIBUTION** |
| **Source:** | Russian Federation |
| **Title:** | A.1 proposals |
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| **Abstract:** | Further amendments for A.1 on the basis of TD0395 Gen. Russian Federation supports RCC/40A19/1 from WTSA-20. |

Russian Federation supports following texts and proposals in the A.1.

**1.1.1** Study groups meet to facilitate the approval of Recommendations. Such meetings shall only be held with the approval of the Director of the Telecommunication Standardization Bureau (TSB), and with due consideration of the physical and budgetary capabilities of the ITU Telecommunication Standardization Sector (ITU‑T). To minimize the number of meetings required, every effort should be made to resolve questions by correspondence (No. 245 of the ITU Convention). To the extent possible, different study groups, or working parties of different study groups, should not hold an (opening or closing) plenary meeting at the same date and time.

**1.1.4** The timetable of meetings shall be prepared and communicated to participating bodies well in advance (one year), to give them time to study problems and submit contributions within the prescribed time-limits and to give TSB time to distribute the contributions. In this way, study group chairmen and delegates will be given the opportunity to consider the contributions in advance, thus helping to make meetings more efficient and reduce their length. A study group chairman, in conjunction with the Director, may schedule short additional study group or working party meetings for the purpose of making the consent, determination or decision, as appropriate, on a draft new or revised Recommendation (to keep current text)

**1.3.1** At the beginning of each study period, an organization proposal and an action plan for the study period shall be prepared by each study group chairman with the help of TSB. The plan should take into account any priorities and coordination arrangements recommended by the Telecommunication Standardization Advisory Group (TSAG) or decided by WTSA. (to keep current text)

**1.3.2** A collective letter with an agenda of the study group or working party meeting, a draft timetable, and a listing of the Questions or proposals under the general areas of responsibility to be examined shall be prepared by TSB with the help of the chairman.

**1.3.3** If an insufficient number of contributions or notification of contributions has been submitted, no meeting should be held. The decision whether to cancel a meeting or not shall be taken by the Director, in agreement with the chairman of the study group or working party concerned (to keep current text) and shall be reflected in a collective letter.

**1.4.1** The chairman shall direct the debates during the meeting, with the assistance of TSB. (to keep current text)

**1.4.6** Chairmen of study groups or working parties will ask, during each meeting, whether anyone has knowledge of intellectual property rights issues[[1]](#footnote-1), including patents, copyright for software or text, marks, the use of which may be required to implement or publish the Recommendation being considered. The fact that the question was asked shall be recorded in the working party or study group meeting report, along with any affirmative responses.

## 1.5 Liaison statements

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| **Contact:** | (Names), rapporteur for Q4/15 | Tel: +xxx xxx xxx xx xxFax: +yyy yyy yyy yy yyE-mail: zz@zzzzz.zzz |

**RCC/40A19/1:**

**1.7.1** – keep as it provided by RCC for WTSA without changing any wording.

**1.7.7** The report of a study group's first meeting in the study period shall include a list of all the working party chairmen and rapporteurs appointed. This list shall be updated, as required, in subsequent reports.

**2.1.1** Study group chairmen shall be responsible for the establishment of an appropriate structure for the distribution of work and the selection of an appropriate team of working party chairmen and shall take into account the advice provided by the members of the study group as well as the proven competence, both technical and managerial, of the candidates. It is mandatory for study group and working party management team to attend a training session provided by TSB without overlapping with another meetings.

**2.1.6** As the promotion of study group activities is an essential element in any ITU‑T marketing plan, each study group chairman, supported by other study group leaders and subject matter experts, is encouraged to establish, maintain and participate in a promotion plan, coordinated with TSB, whose emphasis is the dissemination of study group information to the telecommunication community. Such study group information dissemination should cover, but is not limited to, new work initiatives and significant accomplishments regarding technologies and technical solutions. (to keep current text)

**2.3.1** The chairmen of study groups and working parties (including joint working parties) are encouraged to make most effective use of the limited resources available by delegating responsibility to rapporteurs for the detailed study of individual Questions or small groups of related Questions, parts of Questions, terminology, or amendment of existing Recommendations. Responsibility for review and approval of the results resides with the study group or working party. (to keep current text)

**2.3.3.12** Rapporteurs should prepare a meeting report for each rapporteur group meeting held and submit it as a TD to the next study group or working party meeting (see also clause 2.3.3.6 f). See clause 3.3 for submission and processing of TDs, and in particular clause 3.3.3.

This report should include the date, venue and chairman, an attendance list with affiliations, the agenda of the meeting, a summary of technical inputs, a summary of results and the liaison statements sent to other organizations.

Rapporteurs will ask, during each meeting, whether anyone has knowledge of intellectual property rights issues, including patents, copyright for software or text, marks, the use of which may be required to implement or publish the Recommendation being considered. The fact that the question was asked shall be recorded in the meeting report, along with any affirmative responses.

## 2.4 Attendance of chairmen, vice-chairmen and rapporteurs

 (to use terminology from Constitution and Convention of ITU)

**RCC/40A19/1:**

**3.1.6** By making a contribution, contributors acknowledge, to the best of their knowledge, that material such as text, diagrams, protected marks, proper names, etc., submitted as their contribution to the work of ITU‑T has no restriction[[2]](#footnote-2) in order to permit the normal distribution of this material for discussions within the appropriate ITU‑T study groups and other groups and possible use, in whole or in part, with or without modification, in any resulting ITU‑T Recommendations that are published (see [PP Res. 66]).

**3.2.2** If a chairman, in agreement with the participants of his or her study group (or working party), states that the study group (or working party) is willing to use documents in the original language, no translations will be made. (to keep current text)

**3.2.7** The Director, with the agreement of the study group chairman, may return to the contributor any document that does not comply with the general directives set out in [ITU‑T A.2], so that it may be brought into line with those directives. (to keep current text)

**RCC/40A19/1:**

**3.3.3** keep as it provided by RCC for WTSA without changing any wording

**3.3.5** Chairmen and vice-chairmen of study groups and working parties may at any time submit inputs as TDs to their study group or working party, including, in particular, proposals likely to accelerate the debates. (to keep current text)

**5.2 -** (to use terminology from Constitution and Convention of ITU)

**5.5** JCAs should work primarily by correspondence and electronic meetings. Any physical meeting considered necessary should be convened by the chairman of the JCA. Physical meetings should be supported by conferencing capabilities where possible, and both physical and electronic meetings should be scheduled as far as practicable at times that will provide maximum opportunity for broad participation. It is anticipated that physical meetings will be in conjunction with the involved study group meetings (in which case it is reflected in the collective letter for that study group) as far as practicable, but if a separate meeting is to be held, it is to be announced at least four weeks in advance by an (electronic) collective invitation letter. (to keep current text)

**5.6** Inputs to the work of a JCA should be sent to the JCA chairman and to the concerned TSB counsellor, and the latter will make these available to the members of the JCA. (to keep current text)

Appendix II

(to use terminology from Constitution and Convention of ITU)

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1. See <https://www.itu.int/ipr> [↑](#footnote-ref-1)
2. Restrictions include, but are not limited to, copyright ownership by other entities. [↑](#footnote-ref-2)