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| A black and white logo  Description automatically generated with low confidence | INTERNATIONAL TELECOMMUNICATION UNION  **TELECOMMUNICATION STANDARDIZATION SECTOR**  STUDY PERIOD 2022-2024 | | | **TSAG-TD064** |
| **TSAG** |
| **Original: English** |
| **Question(s):** | | | N/A | Geneva, 12-16 December 2022 |
| **TD** | | | | |
| **Source:** | | | TSAG Chairman | |
| **Title:** | | | Proposed TSAG structure, organization, and leadership for the 2022-2024 study period | |
| **Contact:** | | Abdurahman M. AL HASSAN TSAG Chairman | | Tel: +996 11 461 8015 E-mail: [tsagchair@nca.gov.sa](mailto:tsagchair@nca.gov.sa) |

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| **Abstract:** | This TD proposes the TSAG structure, organization, and leadership for the 2022-2024 study period. |

**Action**: TSAG is invited to approve this proposal.

The TSAG management team considered the outcomes of WTSA-20, taking into account the results and experiences of TSAG in the previous study periods and the actions for TSAG in the current study period, and proposes the following structure, organization, and leadership for TSAG in the 2022-2024 study period:

**1 TSAG structure and organization**

The proposed TSAG structure is found in Figure 1.

Figure 1 - Proposed TSAG structure

**Working Party 1**

**Working Methods and related WTSA preparations (WP-WMW)**

Chairman: Mr Tobias KAUFMANN

Vice Chairman: Ms Minah LEE

**Working Party 2**

**Industry Engagement, Work Programme, Restructuring (WP-IEWPR)**

Chairman: Ms Gaëlle MARTIN-COCHER

Vice Chairman: Mr Guy-Michel KOUAKOU

**Rapporteur Group**

**WTSA Preparations (RG-WTSA)**

Rapporteur: Ms Fang LI

Associate Rapporteur on WTSA Guidelines: Mr Isaac BOATENG

**Rapporteur Group**

**Working Methods (RG-WM)**

Rapporteur: Mr Olivier DUBUISSON

Associate Rapporteur on e-meetings: Mr Phil RUSHTON

**JCA-AHF**

**Accessibility, Human Factors**

Chairman: Ms Andrea SAKS

**Rapporteur Group**

**Work Programme and Restructuring,  
SG work, SG Coordination** (**RG-WPR**)

Rapporteur: Ms Miho NAGANUMA

Associate Rapporteur on restructuring: Mr Greg RATTA

**Rapporteur Group**

**Industry Engagement, Metrics** (**RG-IEM**)

Rapporteur: Mr Glenn PARSONS

Associate Rapporteur on emerging technologies: Mr Arnaud TADDEI

Associate Rapporteur on metrics: Mr Noah LUO

**Rapporteur SOP**

Strategic & Operational Plan

Rapporteur: Mr Víctor MARTÍNEZ VANEGAS

**TSAG Plenary**

Chairman: Mr Abdurahman AL HASSAN

10 TSAG Vice Chairmen

**JCA-DCC**

**Digital COVID Certificate**

Chairman: Mr Heung-Youl YOUM

**Coordination, Representatives**

Representatives to IEC-ISO-ITU-T SPCG: Ms Miho NAGANUMA, Mr Per FRÖJDH, Mr Ajit JILLAVENKATESA, Mr Olivier DUBUISSON, Mr Zhicheng QU

ISCG and Inter-Sector Coordination: Mr Abdurahman AL HASSAN, Mr Dominique WÜRGES, Mr Noah LUO

Coordination with the CITS: Mr Paul NAJARIAN

**Coordination, Representatives**

Liaison Officer to ISO/IEC JTC1: Mr Shigeru MIYAKE

Liaison Officer to IEC/SMB/SG12: Mr Olivier DUBUISSON

Two working parties with two Rapporteur Groups each and Associate Rapporteurs:

* **Working Party 1 "Working Methods and related WTSA preparations (WP-WMW)"**

Chairman: Mr Tobias KAUFMANN, Germany

Vice Chairman: Ms Minah LEE, Korea (Rep. of)

* **Rapporteur Group "Working Methods (RG-WM)"**

Rapporteur: Mr Olivier DUBUISSON, France

Associate Rapporteur on e-meetings: Mr Phil RUSHTON, United Kingdom

* **Rapporteur Group "WTSA Preparations (RG-WTSA)"**

Rapporteur: Ms Fang LI, China (P.R.)

Associate Rapporteur on WTSA Guidelines: Mr Isaac BOATENG, Ghana

* **Working Party 2 "Industry Engagement, Work Programme, Restructuring (WP-IEWPR)"**

Chairman: Ms Gaëlle MARTIN-COCHER, InterDigital Canada Ltee.

Vice Chairman: Mr Guy-Michel KOUAKOU, Côte d'Ivoire

* **Rapporteur Group "Work Programme and Restructuring, SG work, SG Coordination** (**RG-WPR**)**"**

Rapporteur: Ms Miho NAGANUMA, NEC Corporation

Associate Rapporteur on restructuring: Mr Greg RATTA, United States

* **Rapporteur Group "Industry Engagement, Metrics** (**RG-IEM**)**"**

Rapporteur: Mr Glenn PARSONS, Ericsson Canada

Associate Rapporteur on emerging technologies: Mr Arnaud TADDEI, Broadcom

Associate Rapporteur on metrics: Mr Noah LUO, Huawei Technologies

* + **Coordination activities, TSAG representatives under WP2:**
    - ITU-T Liaison Officer to ISO/IEC JTC1: Mr Shigeru MIYAKE, Hitachi Ltd.
    - ITU-T Liaison Officer to IEC/SMB/SG12 "Digital Transformation and Systems Approach": Mr Olivier DUBUISSON, Orange.
* **Dedicated activities under TSAG Plenary:**
  + **Rapporteur on Strategic & Operational Plan (R-SOP)**

Rapporteur: Mr Víctor MARTÍNEZ VANEGAS, Mexico

* + **ITU-T Joint Coordination Activity on Accessibility and Human factors (JCA-AHF)**

Chairman: Ms Andrea SAKS, G3ict

* + **ITU-T Joint Coordination Activity on Digital COVID Certificate**

Chairman: Mr Heung-Youl YOUM, Korea (Rep. of)

* + **TSAG Representatives to IEC-ISO-ITU-T Standardization Programme Coordination Group (SPCG):**
    - Ms Miho NAGANUMA, NEC Corporation
    - Mr Per FRÖJDH, Telefon AB – LM Ericsson
    - Mr Ajit JILLAVENKATESA, United States
    - Mr Olivier DUBUISSON, Orange
    - Mr Zhicheng QU, ZTE.
  + **TSAG Representatives to ITU Inter-Sector Coordination Group (ISCG) and on Inter-Sector Coordination:**
    - Mr Abdurahman AL HASSAN, TSAG Chairman
    - Mr Dominique WÜRGES, SG5 Chairman
    - Mr Noah LUO, SG16 Chairman.
  + **Coordination with the Collaboration Intelligent Transportation Systems (CITS):**
    - Mr Paul NAJARIAN, United States.

**2 Terms of references of TSAG Working Parties and Rapporteur Groups**

**ToR for WP1 on Working Methods and related WTSA preparations (WP-WMW)**

* Examines the existing and future working methods, including electronic working methods and practices, processes and procedures for the ITU-T Sector.
* ITU-T A-series texts.
* Guidance to study groups for their organization of work.
* Manual for Rapporteurs & Editors.
* Author’s Guide.
* Governance and management of e-meetings.
* Accessibility and human factors.
* Implementation guidelines for ITU T Recommendations.
* An approach on how to clearly acknowledge contributors.
* Review existing World Telecommunication Standardization Assembly (WTSA) Resolutions with a view to streamlining them, taking into account the Resolutions in Plenipotentiary Conference and other Sectors as appropriate.
* Examine the WTSA Resolutions with a view to avoid repetitions and duplication with the Resolutions in Plenipotentiary Conference.
* Develop guideline for the review of Resolutions (editorial updates to Resolutions, simplifying Resolutions, consolidated draft texts).
* Develop guideline for leaders (WTSA AHGs, Chairs, delegates) how to handle Resolutions at WTSA.

**ToR for WP2 on Industry Engagement, Work Programme, Restructuring (WP-IEWPR)**

* Consider issues related to work programme and study group structure for 2022-2024 study period.
* Develop the detailed study group structure for the next study period.
* Develop a report and proposal(s) to be submitted by TSAG to WTSA-24 on study group responsibilities, mandates and allocation of work to be defined in WTSA Resolution 2.
* Review of the Lead Study Group reports.
* Review of proposed new or modified ITU-T study group Questions.
* Coordination of matters crossing ITU-T study groups.
* Establish an appropriate mechanism to examine and coordinate work on new and emerging technologies (Res.22 resolves 5, 6, 7).
* To coordinate on “SMART Submarine Cable Systems” with relevant ITU-T study groups.
* To consider the issue of industry engagement discussed at WTSA-20, including Resolution 68 (Rev. Hammamet, 2016), draft revised Resolution 68. (WTSA-20 Action 10).
* To implement the action plan for the analysis of ITU-T study group restructuring, and to undertake, monitor and guide the work through a rapporteur group or other appropriate group, and make a progress report on the analysis at each TSAG meeting (WTSA Res.99 instructs TSAG 1).
* TSAG to submit a report with recommendations for consideration by the next WTSA (WTSA Res.99 instructs TSAG 3).
* Cooperation with WSC, ISO/IEC JTC 1, ISO/IEC/ITU-T SPCG, UPU, and other SDOs and Fora, Consortia etc.
* Inter-Sector coordination with other ITU Sectors (ITU-D/TDAG, ITU-R/RAG, ISCG, ISC-TF) on matters of mutual interest.

**ToR for Rapporteur on Strategic and Operational Plan (R-SOP)**

* As Rapporteur be the TSAG focal point to collect and provide appropriate input from TSAG for consideration of the Council Working Group for the elaboration of the draft strategic plan.
* Review of the annual ITU-T operational plans for approval by Council.

**ToR for Rapporteur Group on Working Methods (RG-WM)**

* ITU-T A-series texts.
* Develop new ITU-T A-series or other series texts for the organization of the work within study groups.
* Manual for Rapporteurs & Editors.
* Author’s Guide.
* To consider developing guidelines on working methods to assist developing countries in their involvement in ITU-T activities. (Resolution 44 item I.2 of the Annex).
* Identifies an initial set of issues that will form the basis for future studies with respect to detailing the governance and management of e-meetings.
* Review of WTSA Resolution 1.

**ToR for Rapporteur Group on WTSA Preparations (RG-WTSA)**

* Review existing World Telecommunication Standardization Assembly (WTSA) Resolutions (Except Res1, Res2 and Res68) with a view to streamlining them, taking into account the Resolutions in Plenipotentiary Conference and other Sectors as appropriate.
* Examine the WTSA Resolutions with a view to avoid repetitions and duplication with the Resolutions in Plenipotentiary Conference.
* To review WTSA Res.11 “UPU-POC”.
* Develop guideline for the review of Resolutions (for editorial updates to Resolutions, identify overlap, identify candidates for suppression, how to simplify/shortening Resolutions, prepare consolidated draft texts, active involvement of the regional telecommunication organizations in pre-WTSA deliberations).
* Develop guideline for leaders (WTSA AHGs, Chairs, delegates) how to handle Resolutions at WTSA (no consensus/No Change, timeline/week-end AHGs).

**ToR for Rapporteur Group on Work Programme and Restructuring, SG work, SG Coordination (RG-WPR)**

* Consider issues related to work programme and study group structure for 2022-2024 study period.
* Develop the detailed study group structure for the next study period.
* Develop a report and proposal(s) to be submitted by TSAG to WTSA-24 on study group responsibilities, mandates and allocation of work to be defined in WTSA Resolution 2.
* To implement the action plan for the analysis of ITU-T study group restructuring, and to undertake, monitor and guide the work through a rapporteur group or other appropriate group, and make a progress report on the analysis at each TSAG meeting (WTSA Res.99 instructs TSAG 1).
* TSAG to submit a report with recommendations for consideration by the next WTSA (WTSA Res.99 instructs TSAG 3).
* In collaboration with study groups, develop guidelines for study groups on efficiency measures, processes, possible work organization, suitable structures.
* Review of the Lead Study Group reports.
* Review of proposed new or modified ITU-T study group Questions.
* Coordination of matters crossing ITU-T study groups.
* To coordinate on “SMART Submarine Cable Systems” with relevant ITU-T study groups.

**ToR for Rapporteur Group on Industry Engagement, Metrics (RG-IEM)**

* To consider the issue of industry engagement discussed at WTSA-20, including Resolution 68 (Rev. Hammamet, 2016) or draft revised Resolution 68. (WTSA-20 Action 10).
* Establish an appropriate mechanism at TSAG level to be used at the study group level and at the Focus group level to examine and coordinate work on new and emerging technologies (Res.22 resolves 5, 6, 7).
* Review outcomes of former RG-StdsStrat (e.g. metrics, statistics).
* Review metrics and analyse statistics.
* Develop a plan to attract intensive industry participation in order to take account of latest technical trends and market needs.

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