|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| A black and white logo  Description automatically generated with low confidence | INTERNATIONAL TELECOMMUNICATION UNION  **TELECOMMUNICATION STANDARDIZATION SECTOR**  STUDY PERIOD 2022-2024 | | | TSAG-TD172R1 |
| TSAG |
| Original: English |
| **Question(s):** | | | N/A | Geneva, 30 May-2 June 2023 |
| **TD** | | | | |
| **Source:** | | | TSAG Management Team | |
| **Title:** | | | Agenda for the TSAG closing plenary meeting on Friday, 2 June 2023 | |
| **Contact:** | | Bilel Jamoussi TSB | | Tel: +41 22 730 6311 E-mail: [tsbtsag@itu.int](mailto:tsbtsag@itu.int) |

|  |  |
| --- | --- |
| **Abstract:** | This TD holds the draft agenda for the closing TSAG plenary session on 2 June 2023. |

**Action**: TSAG is invited to review and approve this draft agenda.

Status: 2 June 2023, 1300 hours.

TSAG Contributions available at: <https://www.itu.int/md/T22-TSAG-230530-C>

TSAG TDs available at: <https://www.itu.int/md/T22-TSAG-230530-TD>

# Draft Agenda

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| **Friday, 2 June 2023, 1430 - 1730 hours** | | | | |
| **Friday 1430 hours** | **19** | **Draft agenda closing plenary** | [**TD172R1**](https://www.itu.int/md/T22-TSAG-230530-TD-GEN-0172) | Contains the draft agenda for the closing plenaries for approval. |
|  | **20** | **Closing remarks** | | |
|  | 20.1 | ITU Secretary General |  |  |
|  | **21** | **ITU Regional Office Directors: Contribution of the ITU Regional Offices to the ITU-T Operational Plan and Coordination activities with TSB (December 2022 – April 2023)** | [**TD190**](https://www.itu.int/md/T22-TSAG-230530-TD-GEN-0190) | This document summarizes contribution of the ITU Regional Offices to the implementation of the ITU-T four-year rolling operational plan as requested by the Resolution 25 (Rev. Bucharest, 2022) of the ITU Plenipotentiary Conference.  TSAG is invited to note this report. |
|  | **22** | **Director, TSB: Outcome of survey on promoting gender equality in ITU Telecommunication Standardization Sector activities** | [**TD196**](https://www.itu.int/md/T22-TSAG-230530-TD-GEN-0196) | This document informs on the outcome of the survey on promoting gender equality in ITU Telecommunication Standardization Sector activities and invites TSAG to note and support the implementation of the key findings. |
|  | **23** | **Director, TSB: ITU Journal on Future and Evolving Technologies – Publications and Webinar series** | [**TD227**](https://www.itu.int/md/T22-TSAG-230530-TD-GEN-0227) | The ITU Journal on Future and Evolving Technologies has published 148 papers since its launch in September 2020. Furthermore, new special issues are still calling for papers on 5G and beyond wireless systems, AI-driven security, AI for accessibility, metaverse, satellite constellations and space, for publication in 2023 and 2024. This document provides details on publications topics and contributors as well as on the new Webinar Series which will share insights from CTOs on industry ambitions for 5G, 6G, and associated innovations to boost network intelligence. The webinars highlight the growing synergy between academic researchers and industry players in developing and applying new technologies. |
|  | **24** | **Digital Transformation** | | |
|  | 24.1 | Results of AdHoc Group (AHG) on [C49](https://www.itu.int/md/T22-TSAG-C-0049), [C51](https://www.itu.int/md/T22-TSAG-C-0051), [TD266](https://www.itu.int/md/T22-TSAG-230530-TD-GEN-0266) | | |
|  | 24.1.1 | Convener of ad-hoc: Draft report of the TSAG ad-hoc on C49, C51, TD266 | [TD284](https://www.itu.int/md/T22-TSAG-230530-TD-GEN-0284) | This document contains the draft report of the TSAG ad-hoc meeting on C49, C51 and TD266.  TSAG is invited to note this report. |
|  | 24.1.2 | Convener of ad-hoc: Draft ToR of the TSAG Rapporteur Group on digital transformation (RG-DT) | [TD285](https://www.itu.int/md/T22-TSAG-230530-TD-GEN-0285) | This document contains the draft ToR of the TSAG Rapporteur Group on digital transformation (RG-DT).  TSAG is invited to agree new TSAG RG-DT |
|  | 24.1.3 | Proposed Rapporteur of RG-DT |  |  |
|  | 24.1.4 | Proposal: RG-DT to be under WP2 |  |  |
|  | 24.2 | TSB: Digital Transformation Activities in 2023 | [TD295](https://www.itu.int/md/T22-TSAG-230530-TD-GEN-0295) | This document provides information on ITU-T activities on smart sustainable cities and digital transformation carried out in 2023.  TSAG is invited to note this document. |
|  | **25** | **Reports and results of TSAG Working Parties** | | |
|  | 25.1 | Chairman, WP1/TSAG: Report of the meeting of WP1/TSAG "Working methods and related WTSA preparations" (Geneva, 30 May – 2 June 2023) | [TD177R1](https://www.itu.int/md/T22-TSAG-230530-TD-GEN-0177) | This TD represents the draft Report of the meeting of WP1/TSAG "Working methods and related WTSA preparations" (Geneva, 30 May – 2 June 2023).  The list of actions requested from TSAG are listed below:  WP1/TSAG requests the following actions from TSAG:   1. **Determine** draft revised Recommendation A.8 "Alternative approval process for new and revised ITU-T Recommendations" (TSAG-TD293) at this TSAG meeting. [**RG-WM-5**] 2. **Agree** draft revised "Author's guide for drafting ITU-T Recommendations" ([TD294](https://www.itu.int/md/T22-TSAG-230530-TD-GEN-0294)) at this TSAG meeting. [**RG-WM-6**] 3. TSAG to **organize** an ISCG meeting during the next TSAG meeting in February 2024. [**RG-WM-2**] 4. TSAG to **change the title** of the RG-WM Associate Rapporteur to "Associate Rapporteur on remote participation and electronic working methods". [**RG-WM-3**] 5. TSAG to **instruct** its representatives to the IEC SMB/ISO TMB/ITU-T TSAG Standardization Programme Coordination Group (SPCG) to, taking ITU-T A.23 and A.Sup5 in consideration, initiate internal consultations towards developing a proposal for a collaboration mechanism or guidelines between ITU-T study groups, and ISO or IEC Technical Committees respectively, and to report back on progress to the next TSAG meeting. [**RG-WM-4**] 6. TSAG to **request TSB** to improve the support of the training session for rapporteurs and editors to better cover the three items listed in [TD245R2](https://www.itu.int/md/T22-TSAG-230530-TD-GEN-0245). [**RG-WM-7**] 7. TSAG to agree to **send** the following **three** **LSs**: 8. [TD297](https://www.itu.int/md/T22-TSAG-230530-TD-GEN-0297): LS/o to request the appointment of an electronic working methods (EWM) liaison [to all ITU-T SGs]. [**RG-WM**-**8**] 9. [TD286R1](https://www.itu.int/md/T22-TSAG-230530-TD-GEN-0286): LS/o on draft analysis of operational parts of WTSA/PP/WTDC Resolutions [to all ITU-T SGs and regional organizations]. [**RG-WTSA-2**] 10. [TD291](https://www.itu.int/md/T22-TSAG-230530-TD-GEN-0291): LS/o to UPU on current discussion on WTSA Res.11, for their feedback. [**RG-WTSA-3**] 11. TSAG to agree to the **update of the work programme** of RG-WM as found in [TD298](https://www.itu.int/md/T22-TSAG-230530-TD-GEN-0298). [**RG-WM-9**] and of RG-WTSA as found in [TD296](https://www.itu.int/md/T22-TSAG-230530-TD-GEN-0296). [**RG-WTSA-4**] 12. TSAG to authorize RG-WM to hold six **interim rapporteur group meetings** (all online), as listed in TD177R1 §‎6.1 [**RG-WM-10**] and RG-WTSA to hold four interim rapporteur group meetings (all online), as listed in TD177R1 §‎6.2 [**RG-WTSA-5**]. 13. **Approve** the WP1/TSAG report. [**WP1-1**] |
|  | 25.2 | Chairman, WP2/TSAG: Report of the meeting of WP2/TSAG “Industry Engagement, Work Programme, Restructuring” (Geneva, 30 May – 2 June 2023) | [TD180R1](https://www.itu.int/md/T22-TSAG-230530-TD-GEN-0180) | This TD represents the report of the WP2/TSAG meeting held in Geneva on 30 May – 2 June 2023.  TSAG is invited to review, approve, and follow up on requests for actions:   1. **RG-IEM-1**: Agree *the Action plan for a vibrant engagement of the industry*, [TD256](https://www.itu.int/md/T22-TSAG-230530-TD-GEN-0256/en). 2. **RG-IEM-2:** Agree the plan for convening *the Industry Engagement workshop* in spring 2024 and set up its steering committee with the terms of reference as found in [TD257-R1](https://www.itu.int/md/T22-TSAG-230530-TD-GEN-0257), as well as in Annex 1 of this report. 3. **WP2-1**: Note the appointment of the chairman of this steering committee Mr Didier Bertoumieux (Nokia, Finland) 4. **RG-WPR-1**: Agree *the baseline text for report of the analysis of ITU-T study group restructuring alternatives (and KPIs)* – [TD214-R1](https://www.itu.int/md/T22-TSAG-230530-TD-GEN-0214) 5. **RG-WPR-2**: Note the report to TSAG on the implementation of the action plan for analysis of ITU-T structural alternatives - [TD234-R1](https://www.itu.int/md/T22-TSAG-230530-TD-GEN-0234/en) 6. **RG-WPR-3:** Take into account the updated matrix of work areas across the ITU-T study groups - [TD277](https://www.itu.int/md/T22-TSAG-230530-TD-GEN-0277/en) 7. **WP2-2**: Agree the interim activities plan – clause 7 of this report 8. **RG-IEM-3:** Agree to send Liaison Statement *on Incubation mechanism* for action to all ITU-T study groups – [TD290-R1](https://www.itu.int/md/T22-TSAG-230530-TD-GEN-0290) 9. **RG-WPR-4**: Agree to send Liaison Statement LS/o on *status of structural alternatives work* for information to all ITU-T study groups – [TD292R1](https://www.itu.int/md/T22-TSAG-230530-TD-GEN-0292/en) 10. **RG-IEM-4**: Request the TSB to incorporate, as appropriate, the information provided in [TSAG-C022](https://www.itu.int/md/T22-TSAG-C-0022) in a Collective letter announcing the next TSAG meeting (or a in standalone TSB Circular). 11. **WP2-3**: Agree the WP2/TSAG meeting report – [TD180R1](https://www.itu.int/md/T22-TSAG-230530-TD-GEN-0180). |
|  | **26** | **Additional actions to be undertaken by TSAG** | | |
|  | 26.1 | Outgoing liaison statements | | |
|  | 26.1.1 | LS/r on SMART Subsea Cables - Science Monitoring And Reliable Telecommunications [to ITU/WMO/UNESCO IOC Joint Task Force on SMART submarine cables, to all ITU-T study groups] | [TD287](https://www.itu.int/md/T22-TSAG-230530-TD-GEN-0287) | This liaison response shares the presentation given by the ITU/WMO/UNESCO IOC Joint Task Force on SMART submarine cables.  TSAG is invited to agree sending this liaison response. |
|  | 26.1.2 | LS/r on new ITU-T Focus Group on costing models for affordable data services (FG-CostingData) [to ITU-T FG-CostingData, ITU-T SG3] | [TD288](https://www.itu.int/md/T22-TSAG-230530-TD-GEN-0288) | This liaison statement provides feedback from TSAG on the terms of reference of the new ITU-T Focus Group on costing models for affordable data services (FG-CostingData).  TSAG is invited to agree sending this liaison response. |
|  | 26.1.3 | Chairman, WP1/TSAG: LS/o on using inclusive language in ITU-T texts [to all ITU-T SGs] | [TD300](https://www.itu.int/md/T22-TSAG-230530-TD-GEN-0300) | This liaison provides recommendation to SGs on issue of using inclusive language in ITU-T texts.  TSAG is invited to agree sending this liaison statement. |
|  | **27** | **Preparations for WTSA-24** | | |
|  | 27.1 | Director of the Telecommunication Standardization Bureau: WTSA-24 update for regional preparatory meetings | [TD248](https://www.itu.int/md/T22-TSAG-230530-TD-GEN-0248) | This TD presents an update of the WTSA-24 preparatory meetings.  TSAG is invited to note the document. |
|  | 27.2 | Director of the Telecommunication Standardization Bureau: WTSA-24 Inter-regional coordination | [TD249](https://www.itu.int/md/T22-TSAG-230530-TD-GEN-0249) | This TD presents and update on the planning on WTSA-24 Inter-regional coordination.  TSAG is invited to discuss the document in relation to the planning of WTSA-24 inter-regional meetings (IRMs). |
|  | **28** | **ITU-T meeting schedule including date of next TSAG and IRM meeting(s)** |  | First Interregional Meeting (IRM#1) is proposed to be scheduled:   * Thursday, 22 February 2024, (virtual, tbc)   The third TSAG meeting in the study period 2022-2023 is proposed to be scheduled:   * Monday 26 February – Friday 1 March 2024. (Geneva, tbc)   Second Interregional Meeting (IRM#2) is proposed to be scheduled:   * Thursday, 25 July 2024 (virtual, tbc)   The fourth and final TSAG meeting in the study period 2022-2023 is proposed to be scheduled:   * Monday 29 July – Friday 2 August 2024 (tbc) |
|  | 28.1 | Director, TSB: Schedule of ITU-T meetings in 2023 and 2024 | [TD194R1](https://www.itu.int/md/T22-TSAG-230530-TD-GEN-0194) | This document presents the meetings schedule for WTSA-24, TSAG, Study groups, Regional groups, Focus groups and Rapporteurs groups in 2023 and 2024.  TSAG is invited to note the document. |
|  | 28.2 | TSB: Planned interim TSAG meetings | [TD283](https://www.itu.int/md/T22-TSAG-230530-TD-GEN-0283) | This document consolidates the planned interim TSAG meetings.  This document is for information and discussion. |
|  | **29** | **Outcome of informal consultations** | | |
|  | 29.1 | Chairman, ITU-T Study Group 20: Outcome of the informal consultations on "metaverse work items and SGs" | [TD301](https://www.itu.int/md/T22-TSAG-230530-TD-GEN-0301) | This document contains the result of informal consultations on this issue. |
|  | 29.2 | Outcome of informal consultations on [C42](https://www.itu.int/md/T22-TSAG-C-0042) |  |  |
|  | **30** | **Any other business** | | |
|  | 30.1 |  |  |  |
|  | **31** | **Consideration of draft meeting Report** |  | TSAG delegates are invited to comment (14 day comment period) |
|  | **32** | **Closing remarks by the Director, TSB** |  |  |
|  | **33** | **Closure of meeting** | | |
| **End** |  | TSAG finishes at … |  |  |

\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_