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|  | INTERNATIONAL TELECOMMUNICATION UNION  **TELECOMMUNICATION STANDARDIZATION SECTOR**  STUDY PERIOD 2022-2024 | | | TSAG-TD176 |
| TSAG |
| Original: English |
| **Question(s):** | | N/A | | Geneva, 30 May – 2 June 2023 |
| **TD** | | | | |
| **Source:** | | Chairman, WP1/TSAG | | |
| **Title:** | | Closing WP1 agenda (Geneva, 30 May – 2 June 2023) | | |
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| **Abstract:** | This TD contains the agenda for the closing session of the WP1/TSAG "Working methods and related WTSA preparations" (WP-WMW) at this meeting. |

1. Approval of the agenda
2. Documentation ([Annex A](#AnnexA))
3. Review the outcomes of rapporteur group on working methods (RG-WM)
4. Review the outcomes of rapporteur group on WTSA preparations (RG-WTSA)
5. Report of Working Party 1
6. Future Meetings
7. AOB
8. Closing

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| **1** | **Opening and approval of the agenda** |  | |  |
| **2** | **Documentation** |  | |  |
| **3** | **Review outcomes of rapporteur group on working methods (RG-WM)** |  | |  |
| **3.1** | Report of RG-WM | [TSAG-TD184R2](http://www.itu.int/md/meetingdoc.asp?lang=en&parent=T22-TSAG-230530-TD-GEN-0184) | | For **agreement** by WP1, and then by TSAG. |
|  | **Actions to be taken by WP1** |  | |  |
| **3.2** | Organize an ISCG meeting during next TSAG meeting in February 2024. |  | | For **agreement** by WP1, and then by TSAG. |
| **3.3** | Change the title of the RG-WM Associate Rapporteur to "Associate Rapporteur on remote participation and electronic working methods”. |  | | For **agreement** by WP1, and then by TSAG. |
| **3.4** | Share Rec. ITU-T A.23, Annex A | ISO/IEC JTC 1 Standing Document 3 and Supplement 5 to the A-series of ITU-T Recommendations with the IEC SMB/ISO TMB/ITU-T TSAG Standardization Programme Coordination Group (SPCG) with a view to identify and recommend, through the TSAG representatives to the SPCG, to IEC SMB, ISO TMB and ITU-T TSAG, opportunities and mechanisms for coordination, collaboration and joint work between an ITU-T study group, and an ISO technical committee and/or an IEC technical committee; |  | | For **agreement** by WP1, and then by TSAG. |
| **3.5** | Review outcomes of the ad hoc session on a possible way forward for Recs ITU-T A.4 and A.6 [not reviewed formally by RG-WM] | [TD275R3](https://www.itu.int/md/T22-TSAG-230530-TD-GEN-0275/en) | | For **agreement** by WP1 |
| **3.6** | Review revised consolidated text to support the discussion on Recommendation ITU-T A.7 [not reviewed formally by RG-WM] | [TD217R2](https://www.itu.int/md/T22-TSAG-230530-TD-GEN-0217) | | For **agreement** by WP1. |
| **3.7** | Determination of draft revised ITU-T A.8 | [TSAG-TD293](http://www.itu.int/md/meetingdoc.asp?lang=en&parent=T22-TSAG-230530-TD-GEN-0293) | | For **agreement** by WP1, and then by TSAG. |
| **3.8** | Update to the ITU-T *Author's guide for drafting Recommendations* | [TSAG-TD294](http://www.itu.int/md/meetingdoc.asp?lang=en&parent=T22-TSAG-230530-TD-GEN-0294) | | For **agreement** by WP1, and then by TSAG. |
| **3.9** | Request TSB to improve the support of the training session for rapporteurs and editors to better cover the three items listed (and analysed) in TD245R2 | [TSAG-TD245-R2](http://www.itu.int/md/meetingdoc.asp?lang=en&parent=T22-TSAG-230530-TD-GEN-0245) | | For **agreement** by WP1, and then by TSAG. |
| **3.10** | Editor of Rec. ITU-T A.1 to add a sentence to indicate that it is mandatory for rapporteurs and editors to follow the training sessions for rapporteurs and editors | – | | For **agreement** by WP1. |
| **3.11** | LS/o to request the appointment of an electronic working methods (EWM) liaison [to all ITU-T SGs]. | [TSAG-TD297](http://www.itu.int/md/meetingdoc.asp?lang=en&parent=T22-TSAG-230530-TD-GEN-0297) | | For **agreement** by WP1, and then by TSAG. |
| **3.12** | Updates to the work programme from RG-WM | [TSAG-TD276](http://www.itu.int/md/T22-TSAG-230530-TD-GEN-0276/en) | | For **agreement** by WP1, and then by TSAG. |
| **3.13** | Authorize RG-WM to hold six interim rapporteur group meetings (all online) |  | | For **agreement** by WP1, and then by TSAG. |
| **4** | **Review outcomes of rapporteur group on WTSA-24 preparation (RG-WTSA)** |  | |  |
| **4.1** | Report of RG-WTSA | [TSAG-TD188](http://www.itu.int/md/meetingdoc.asp?lang=en&parent=T22-TSAG-230530-TD-GEN-0188) | | For **agreement** by WP1, and then by TSAG. |
|  | **Actions to be taken by WP1** |  | |  |
| **4.2** | LS/o on analysis of WTSA Resolutions for streamlining for their further review and feedback [to all SGs and regional Telecommunication Organizations] | [TSAG-TD286](http://www.itu.int/md/meetingdoc.asp?lang=en&parent=T22-TSAG-230530-TD-GEN-0286) | | For **agreement** by WP1, and then by TSAG. |
| **4.3** | LS/o to UPU on current discussion on WTSA Res.11 | [TSAG-TD291](http://www.itu.int/md/meetingdoc.asp?lang=en&parent=T22-TSAG-230530-TD-GEN-0291) | | For **agreement** by WP1, and then by TSAG. |
| **4.4** | Update the RG-WTSA work programme. | [TSAG-TD296](http://www.itu.int/md/meetingdoc.asp?lang=en&parent=T22-TSAG-230530-TD-GEN-0296) | | For **agreement** by WP1, and then by TSAG. |
| **4.5** | Authorize RG-WTSA to hold four interim rapporteur group meetings (all online) |  | | For **agreement** by WP1, and then by TSAG. |
| **5** | **Report of Working Party 1** |  | |  |
|  | Draft report of WP1 | [TSAG-TD177](http://www.itu.int/md/meetingdoc.asp?lang=en&parent=T22-TSAG-230530-TD-GEN-0177) | | For **adoption** by WP1, and then by TSAG. |
| **6** | **Future meetings** |  | |  |
| **6.1** | **Suggested future meetings of RG-WM** | (from [TSAG-TD184R2](http://www.itu.int/md/meetingdoc.asp?lang=en&parent=T22-TSAG-230530-TD-GEN-0184) §19) | |  |
|  | 1. 27 June 2023, 12:00-15:00 Geneva time (progress on draft Rec. ITU-T A.1-rev, [TD255R4](https://www.itu.int/md/T22-TSAG-230530-TD-GEN-0255/en)); (Contribution deadline: 17 June 2023); 2. 4 July 2023, 12:00-15:00 Geneva time (progress on draft Rec. ITU-T A.7-rev, [TD217R2](https://www.itu.int/md/meetingdoc.asp?lang=en&parent=T22-TSAG-230530-TD-GEN-0217)); Contribution deadline: 24 June 2023) ; 3. 12 Sep 2023, 13:00-15:00 Geneva time (progress on draft new Supplement A.SupRA, [TD251R1](https://www.itu.int/md/T22-TSAG-230530-TD-GEN-0251/en); possible way forward for Recs ITU-T A.4 and A.6, [TD275R3](https://www.itu.int/md/T22-TSAG-230530-TD-GEN-0275/en)); Contribution deadline: 2 Sep 2023; 4. 24 Oct 2023, 12:00-15:00 Geneva time (progress on draft Rec. ITU-T A.1-rev, [TD255R4](https://www.itu.int/md/T22-TSAG-230530-TD-GEN-0255/en)); Contribution deadline: 14 Oct 2023; 5. 21 Nov 2023, 12:00-15:00 Geneva time (pending issues from previous rapporteur group meetings, if any); Contribution deadline: 11 Nov 2023; 6. 5 Dec 2023, 12:00-15:00 Geneva time (pending issues from previous rapporteur group meetings, if any); Contribution deadline: 25 Nov 2023. | | | For **agreement** by WP1, and then by TSAG. |
| **6.2** | **Suggested future meetings of RG-WTSA** | | (from [TSAG-TD188](http://www.itu.int/md/meetingdoc.asp?lang=en&parent=T22-TSAG-230530-TD-GEN-0188) §8) |  |
|  | 1. 21 Sep 2023, 13:00-15:00 Geneva time (contribution deadline: 13 Sep 2023) 2. 19 Oct 2023, 13:00-15:00 Geneva time (contribution deadline: 11 Oct 2023) 3. 16 Nov 2023, 13:00-15:00 Geneva time (contribution deadline: 8 Nov 2023) 4. 18 Jan 2024, 13:00-15:00 Geneva time (contribution deadline: 10 Jan 2024)   The meeting agreed to invite Contributions on the following:   1. Proposals on draft A.SupWTSAGL and A.BN; 2. Proposals on concrete implementation of streamlining of WTSA Resolutions and Opinion. | | | For **agreement** by WP1, and then by TSAG. |
| **7** | **AOB** |  | |  |
| **8** | **Closure of meeting** |  | |  |

Annex A  
Documentation

Documents addressed to WP1/TSAG *closing* plenary

| Doc.No | Source | Title | Destination |
| --- | --- | --- | --- |
| [TSAG-TD176](http://www.itu.int/md/meetingdoc.asp?lang=en&parent=T22-TSAG-230530-TD-GEN-0176) | WP1 Chairman | Closing WP1 agenda (Geneva, 30 May-2 June 2023) | WP1 |
| [TSAG-TD177](http://www.itu.int/md/meetingdoc.asp?lang=en&parent=T22-TSAG-230530-TD-GEN-0177) | WP1 Chairman | Draft WP1 meeting report (Geneva, 30 May-2 June 2023) | Plen |
| [TSAG-TD184-R1](http://www.itu.int/md/meetingdoc.asp?lang=en&parent=T22-TSAG-230530-TD-GEN-0184) | Rapporteur, RG-WM | Report RG-WM "Working methods" (Geneva, 30 May-2 June 2023) | WP1 |
| [TSAG-TD188](http://www.itu.int/md/meetingdoc.asp?lang=en&parent=T22-TSAG-230530-TD-GEN-0188) | Rapporteur RG-WTSA | Report RG-WTSA (Geneva, 30 May-2 June 2023) | WP1 |
| [TSAG-TD208-R3](http://www.itu.int/md/meetingdoc.asp?lang=en&parent=T22-TSAG-230530-TD-GEN-0208) | Rapporteur, RG-WM | Working document to discuss possible changes to Rec. ITU-T A.8 "Alternative approval process for new and revised ITU-T Recommendations" | RG-WM |
| [TSAG-TD217-R1](http://www.itu.int/md/meetingdoc.asp?lang=en&parent=T22-TSAG-230530-TD-GEN-0217) | Rapporteur, RG-WM | Revised consolidated text to support the discussion on Recommendation ITU-T A.7 "Focus groups: Establishment and working procedures" | RG-WM |
| [TSAG-TD220](http://www.itu.int/md/meetingdoc.asp?lang=en&parent=T22-TSAG-230530-TD-GEN-0220) | Rapporteur, RG-WM | RG-WM living list | RG-WM |
| [TSAG-TD251-R1](http://www.itu.int/md/meetingdoc.asp?lang=en&parent=T22-TSAG-230530-TD-GEN-0251) | Editor, ITU-T A.SupRA | Proposed new Supplement A.SupRA to the ITU-T A-series Recommendations "Guidelines on the appointment and operations of registration authorities" (Output of RG-WM, 28 Feb 2023) | RG-WM |
| [TSAG-TD255-R3](http://www.itu.int/md/meetingdoc.asp?lang=en&parent=T22-TSAG-230530-TD-GEN-0255) | Rapporteur, RG-WM | Compilation (with proposals from the rapporteur) to support the discussion on Recommendation ITU-T A.1 "Working methods for study groups of the ITU Telecommunication Standardization Sector" | RG-WM |
| [TSAG-TD260](http://www.itu.int/md/meetingdoc.asp?lang=en&parent=T22-TSAG-230530-TD-GEN-0260) | Rapporteur, RG-WTSA | Draft analysis of operational parts (resolves, instructs etc) of WTSA/PP/WTDC Resolutions | RG-WTSA |
| [TSAG-TD261](http://www.itu.int/md/meetingdoc.asp?lang=en&parent=T22-TSAG-230530-TD-GEN-0261) | Rapporteur, RG-WTSA | First baseline text for draft A.SupWTSAGL "WTSA preparation guideline on Resolutions" | RG-WTSA |
| [TSAG-TD262](http://www.itu.int/md/meetingdoc.asp?lang=en&parent=T22-TSAG-230530-TD-GEN-0262) | Rapporteur, RG-WTSA | First baseline text for draft A.BN "Briefing note on how to chair WTSA Sub-committee/Ad Hoc Group meetings" | RG-WTSA |
| [TSAG-TD275-R2](http://www.itu.int/md/meetingdoc.asp?lang=en&parent=T22-TSAG-230530-TD-GEN-0275) | Rapporteur, RG-WM | Working document to discuss a possible way forward for Recs ITU-T A.4 and A.6 | RG-WM |
| [TSAG-TD283](http://www.itu.int/md/meetingdoc.asp?lang=en&parent=T22-TSAG-230530-TD-GEN-0283) | TSB | TD on Planned interim TSAG meetings | Plen |
| [TSAG-TD286](http://www.itu.int/md/meetingdoc.asp?lang=en&parent=T22-TSAG-230530-TD-GEN-0286) | Rapporteur, RG-WTSA | LS/o from RG-WTSA to all SGs | WP1 |
| [TSAG-TD291](http://www.itu.int/md/meetingdoc.asp?lang=en&parent=T22-TSAG-230530-TD-GEN-0291) | Rapporteur, RG-WTSA | OLS to UPU from RG-WTSA | RG-WTSA |
| [TSAG-TD293](http://www.itu.int/md/meetingdoc.asp?lang=en&parent=T22-TSAG-230530-TD-GEN-0293) | Rapporteur, RG-WM | Determination - draft revised Recommendation ITU-T A.8 "Alternative approval process for new and revised ITU-T Recommendations" | RG-WM |
| [TSAG-TD294](http://www.itu.int/md/meetingdoc.asp?lang=en&parent=T22-TSAG-230530-TD-GEN-0294) | TSB | Agreement - Modifications to the Author's Guide | RG-WM |
| [TSAG-TD296](http://www.itu.int/md/meetingdoc.asp?lang=en&parent=T22-TSAG-230530-TD-GEN-0296) | Rapporteur, RG-WTSA | RG-WTSA work programme | WP1 |
| [TSAG-TD297](http://www.itu.int/md/meetingdoc.asp?lang=en&parent=T22-TSAG-230530-TD-GEN-0297) | Rapporteur, RG-WM | LS/o to request the appointment of an electronic working methods (EWM) liaison [to all ITU-T SGs] | RG-WM |
| [TSAG-TD298](http://www.itu.int/md/meetingdoc.asp?lang=en&parent=T22-TSAG-230530-TD-GEN-0298) | Rapporteur, RG-WM | RG-WM work programme | WP1 |

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