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|  | INTERNATIONAL TELECOMMUNICATION UNION**TELECOMMUNICATIONSTANDARDIZATION SECTOR**STUDY PERIOD 2022-2024 | TSAG-TD184R2 |
| TSAG |
| Original: English |
| **Question(s):** | RG-WM | Geneva, 30 May – 2 June 2023 |
| **TD** |
| **Source:** | Rapporteur, TSAG Rapporteur group on working methods |
| **Title:** | Draft Report of the meeting of RG-WM "Working methods" (Geneva, 30 May, 31 May and 1 June 2023) |
| **Contact:** | Olivier Dubuisson OrangeFrance | E-mail: olivier.dubuisson@orange.com |

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| **Abstract:** | This TD provides the draft report for the RG-WM sessions (30 May, 31 May and 1 June 2023) during the TSAG plenary meeting. |

**Action required**: TSAG/WP1 is invited to consider the following actions and to approve this report from RG-WM.

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| **Actions for WP1:**1. RG-WM requests WP1 to review and approve the results in the RG-WM report of activities during this TSAG meeting as found in [TSAG-TD184R2](http://www.itu.int/md/meetingdoc.asp?lang=en&parent=T22-TSAG-230530-TD-GEN-0184) and of the pending editing/ad hoc sessions:
	* Thu 1 June, 13:30-14:15: ad hoc group on a proposed way forward for Recs ITU-T A.4, A.5 and A.6 ([TD275R3](https://www.itu.int/md/T22-TSAG-230530-TD-GEN-0275/en));
	* Thu 1 June, 17:45-19:30: editing session on Rec. ITU-T A.7 ([TD217R2](https://www.itu.int/md/T22-TSAG-230530-TD-GEN-0217));
2. RG-WM recommends to WP1 that an ISCG meeting be organized during the next TSAG meeting in February 2024;
3. RG-WM recommends to WP1 that the title of the RG-WM Associate Rapporteur be changed to "Associate Rapporteur on remote participation and electronic working methods”;
4. RG-WM agreed to request TSAG to 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;
5. RG-WM requests WP1 to consider the determination of ITU-T A.8-rev as found in TD293;
6. RG-WM requests WP1 to agree on the modifications to the Author's guide for drafting ITU-T Recommendations as found in TD294 and the related items:
	* TSB will improve the support of the training session for rapporteurs and editors to better cover the 3 items listed (and analysed) in TD245R2;
	* the editor of Rec. ITU-T A.1 will add a sentence to indicate that it is mandatory for rapporteurs and editors to follow this training session;
7. RG-WM requests WP1 to approve the outgoing liaison statement found in TD297;
8. RG-WM requests WP1 to approve RG-WM Work Programme in TD298;
9. RG-WM requests WP1 to approve the interim meeting plan of RG-WM:
	* *27 June 2023, 12:00-15:00 Geneva time (progress on draft Rec. ITU-T A.1-rev,* [*TD255R5*](https://www.itu.int/md/T22-TSAG-230530-TD-GEN-0255/en)*); (Contribution deadline: 17 June 2023);*
	* *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);*
	* *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;*
	* *24 Oct 2023, 12:00-15:00 Geneva time (progress on draft Rec. ITU-T A.1-rev,* [*TD255R5*](https://www.itu.int/md/T22-TSAG-230530-TD-GEN-0255/en)*); Contribution deadline: 14 Oct 2023;*
	* *21 Nov 2023, 12:00-15:00 Geneva time (pending issues from previous rapporteur group meetings, if any); Contribution deadline: 11 Nov 2023;*
	* *5 Dec 2023, 12:00-15:00 Geneva time (pending issues from previous rapporteur group meetings, if any); Contribution deadline: 25 Nov 2023.*

**Information for WP1**RG-WM agreed on the following ad hoc groups and editing sessions during this TSAG meeting:* RG-WM agreed to organize an ad hoc group on ITU-T A.1-rev on Wednesday 31 May, 17:45-19:30;
* RG-WM agreed to organize an ad hoc group on the Author's guide for drafting ITU-T Recommendations on Thursday 1 June at 08:30-09:15;
* RG-WM agreed to organize an ad hoc group on ITU-T A.4, A.5 and A.6 on Thursday 1 June at 13:30-14:15;
* RG-WM agreed to organize an editing session on ITU-T A.7-rev on Thursday 1 June at 17:45-19:30;
* RG-WM agreed to organize an editing session on ITU-T A.8-rev on Wednesday 31 May at 13:30-14:15;
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**TUESDAY, 30 May 2023**

**1 Opening and welcome**

The meeting was chaired by Mr Olivier Dubuisson, Rapporteur of TSAG RG-WM, with the assistance of Mr Philip Rushton, Associate Rapporteur of TSAG RG-WM on e-meetings, and Mr Stefano Polidori, TSB Counsellor.

The meeting opened on 30 May at 16h15. The Chair welcomed the participants and mentioned that, with regard to the agenda found in TD183R1, the documents between parentheses (…) were not meant to be presented but the meeting would do so if requested. Also, the chair mentioned that in some cases, detailed discussion will occur during ad hoc group sessions or future interim rapporteur group meetings. The chair also encouraged all delegates to give short intervention and respect a maximum time of two minutes when taking the floor.

The following documents were noted by the meeting:

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| 1.1 | TSB: TSAG interactive remote participation guidelines – Zoom Multilingual | [[TD](https://www.itu.int/md/T22-TSAG-221212-TD-GEN-0054/en)223](https://www.itu.int/md/meetingdoc.asp?lang=en&parent=T22-TSAG-230530-TD-GEN-0223) | To be **considered by remote participants**. |
| 1.2 | Supplement 4 to the ITU-T A-series "Supplement on guidelines for remote participation" | [A Suppl.4](https://www.itu.int/ITU-T/recommendations/rec.aspx?rec=15253) | To be **considered by remote participants**. |

**2 Agenda**

The agenda of the RG-WM meeting was adopted as found in TD183R1 with no changes:

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| 2.1 | Rapporteur, TSAG RG-WM: Draft agenda | [TD183](https://www.itu.int/md/meetingdoc.asp?lang=en&parent=T22-TSAG-230530-TD-GEN-0181)R1(this document) | RG-WM is invited to **adopt** this agenda. |

The following document was noted by the meeting:

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| 2.2 | Chairman, TSAG: Document allocation and work plan | ([[TD](https://www.itu.int/md/T22-TSAG-221212-TD-GEN-0002/en)171R2](https://www.itu.int/md/meetingdoc.asp?lang=en&parent=T22-TSAG-230530-TD-GEN-0171)) ([TD170R5](https://www.itu.int/md/T22-TSAG-230530-TD-GEN-0170)) | To be **noted**. Documents relevant to RG‑WM are listed in this agenda. |

**3 Progress report of interim rapporteur group meetings**

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| 3.1 | Rapporteur, TSAG RG-WM: Progress report from interim TSAG RG-WM meetings | ([TD233](https://www.itu.int/md/meetingdoc.asp?lang=en&parent=T22-TSAG-230530-TD-GEN-0233)) | RG-WM is invited to **note** this report (including the RGM reports that it references) which has been approved by the WP1 opening plenary. Each result will be addressed under the corresponding item of this agenda. |

The Chair reminded that TD233 is the progress report of RG-WM to TSAG and details the advancement of the work pertaining to RG-WM since the 12-16 Dec 2022 plenary meeting of TSAG. RG-WM was very proactive and held six interim rapporteur group meetings (RGM) as reported below. The report of each meeting is also linked in the progress report.

• 1 Feb 2023, (Rec. ITU-T A.1) - [DOC4 (230201)](https://extranet.itu.int/meetings/ITU-T/T22-TSAGRGM/RGWM-230201/DOCs/T22-TSAGRGM-RGWM-230201-DOC-0004.docx)

• 14 Feb 2023, (Rec. ITU-T A.7) - [DOC4-R1 (230214)](https://extranet.itu.int/meetings/ITU-T/T22-TSAGRGM/RGWM-230214/DOCs/T22-TSAGRGM-RGWM-230214-DOC-0004-R01.docx)

• 28 Feb 2023, (ITU-T A.8, Suppl A.supplRA & Incubation mechanism) - [DOC9 (230228)](https://extranet.itu.int/meetings/ITU-T/T22-TSAGRGM/RGWM-230228/DOCs/T22-TSAGRGM-RGWM-230228-DOC-0009.docx)

• 18 Apr 2023, (Rec. ITU-T A.7) - [DOC4-R2 (230418)](https://extranet.itu.int/meetings/ITU-T/T22-TSAGRGM/RGWM-230418/DOCs/T22-TSAGRGM-RGWM-230418-DOC-0004-R02.docx)

• 27 Apr 2023, (governance and mgt of meetings with remote participation) - [DOC3 (230427)](https://extranet.itu.int/meetings/ITU-T/T22-TSAGRGM/RGWM-230427/DOCs/T22-TSAGRGM-RGWM-230427-DOC-0003.docx)

• 4 May 2023, (Rec. ITU-T A.1) - [DOC3 (230504)](https://extranet.itu.int/meetings/ITU-T/T22-TSAGRGM/RGWM-230504/DOCs/T22-TSAGRGM-RGWM-230504-DOC-0003.docx)

The RG-WM noted the progress report (including the RGM reports that it references) which has been approved by the WP1 opening plenary. Each result will be addressed under the corresponding item of this agenda.

**4** [**Rec. ITU-T A.1**](https://www.itu.int/ITU-T/A.1) **"Working methods for study groups of the ITU Telecommunication Standardization Sector"**

The following documents, which are listed between parentheses, were briefly presented by the Rapporteur and were noted. The Rapporteur clarified that all the proposals in all contributions were inserted in the relevant clauses of TD255R1.

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| 4.1 | China Telecommunications Corp., Ministry of Industry and Information Technology (MIIT) (China): Proposal for the revised text of Rec. ITU-T A.1 | ([C034](https://www.itu.int/md/meetingdoc.asp?lang=en&parent=T22-TSAG-C-0034)) | RG-WM has held two interim meetings to discuss the revision of Rec. ITU-T A.1. A couple of urgent tasks were also identified. Recognizing that some key issues remain unresolved, this contribution provides **proposals** for the revision of Rec. ITU‑T A.1.*Note: The proposals have been included in* [*TD255R1*](https://www.itu.int/md/meetingdoc.asp?lang=en&parent=T22-TSAG-230530-TD-GEN-0255)*.* |
| 4.2 | Canada, UK, USA: Resolving issues on remote participation | ([C048](https://www.itu.int/md/T22-TSAG-C-0048/en)) | This contribution seeks to **provide** clarification on aspects of remote participation that have created issues in recent meetings. A course of action is proposed for TSAG to agree and to progress.*Note: The proposals have been included in TD255R1 (clauses 1.3.2 and 2.3.3.10).* |
| 4.3 | Canada: International nature of ITU-T standards | ([C028](https://www.itu.int/md/meetingdoc.asp?lang=en&parent=T22-TSAG-C-0028)) | This contribution **proposes** that TSAG takes into consideration the importance of active support and contribution of international experts from different member states and develop working procedures to ensure that a new work item proposal meets the ITU strategic priorities and international nature of the ITU-T activities before it is approved.*Note: The proposals have been included in* [*TD255R1*](https://www.itu.int/md/meetingdoc.asp?lang=en&parent=T22-TSAG-230530-TD-GEN-0255) *(new clause 1.4.7.1).* |
| 4.4 | USA: Proposed improvements to handling of new work items in study groups | ([C050](https://www.itu.int/md/T22-TSAG-C-0050/en)) | The processing of new work items within ITU-T study group meetings have dominated the time consumed in the meetings. This has become a detriment to cost-effective meeting management. This contribution **proposes** revisions to the working methods to address this issue.*Note: The proposals have been included in* [*TD255R1*](https://www.itu.int/md/meetingdoc.asp?lang=en&parent=T22-TSAG-230530-TD-GEN-0255) *(clause 1.4.7.1).* |
| 4.5 | China Telecommunications Corp.: Proposal for the terminologies and definitions in Rec. ITU-T A.1 | ([C036](https://www.itu.int/md/meetingdoc.asp?lang=en&parent=T22-TSAG-C-0036)) | Recognizing that some terminologies and definitions remain with a different understanding, this contribution provides **proposals** for the clarification of "Study Group Meeting" in Rec. ITU-T A.1.*Note: The proposals have been included in* [*TD255R1*](https://www.itu.int/md/meetingdoc.asp?lang=en&parent=T22-TSAG-230530-TD-GEN-0255) *(in particular new clauses 1.8.2.7bis, 1.8.2.7ter, 1.8.2.8bis).* |
| 4.6 | Korea (Republic of): Need for guidance on implementing PP Resolution 208 for non-attendance of chairmen and vice-chairmen at meetings of their respective groups in ITU-T Sector | [C024](https://www.itu.int/md/meetingdoc.asp?lang=en&parent=T22-TSAG-C-0024) | This contribution suggests that TSAG **considers**:1. reviewing if there is a need for specific guidance so that necessary actions are implemented consistently to meet the relevant provisions of PP22 Resolution 208, taking into account a relevant provision in WTSA20 Resolution 1;
2. if agreed, to provide that guidance to TSAG, SGs and the TSB Director.

*Note: The proposals have been included in* [*TD255R1*](https://www.itu.int/md/meetingdoc.asp?lang=en&parent=T22-TSAG-230530-TD-GEN-0255) *(new clause 2.1.7).* |
| 4.7 | Nokia Corp. (Finland): Proposal regarding "equal treatment" of contributions | ([C026](https://www.itu.int/md/meetingdoc.asp?lang=en&parent=T22-TSAG-C-0026)) | There are proposed changes to Recommendation ITU-T A.1 concerning "equal treatment" of contributions. This contribution **proposes** to delete those changes, based on there being no practical way to define what "equal treatment" would entail.*Note: The proposals have been included in* [*TD255R1*](https://www.itu.int/md/meetingdoc.asp?lang=en&parent=T22-TSAG-230530-TD-GEN-0255) *(clauses 2.3.3.7 and 3.2.11).* |
| 4.8 | UK: Additional contribution to Rec. ITU-T A.1 | ([C045](https://www.itu.int/md/T22-TSAG-C-0045/en)) | This contribution **provides** further input on the use of e-mail, both during meetings and between meetings, based on the discussions during the RG-WM meeting on governance and management of e-meetings. It proposes clarification for new text to be inserted into Rec. ITU-T A.1.*Note: The proposals have been included in* [*TD255R1*](https://www.itu.int/md/meetingdoc.asp?lang=en&parent=T22-TSAG-230530-TD-GEN-0255) *(new Annex B).* |
| 4.9 | UK: Further comments on TD255 | ([C044](https://www.itu.int/md/T22-TSAG-C-0044/en)) | This contribution **provides** additional comments to the content of TSAG-TD255.The UK supports the editor's **proposal** of a new A-series Recommendation for JCAs (which would be a copy of clause 5 and a reference to this new Recommendation would be added to Rec. ITU-T A.1, clause 2.2). The rapporteur suggests that revised ITU-T A.1 and new ITU-T A.jca would be approved as a package.*Note: The proposals have been included in* [*TD255R1*](https://www.itu.int/md/meetingdoc.asp?lang=en&parent=T22-TSAG-230530-TD-GEN-0255)*.* |
| 4.10 | Rapporteur, RG-WM: Compilation to support the discussion on Rec. ITU-T A.1 "Working methods for study groups of the ITU Telecommunication Standardization Sector" | ([TD255R1](https://www.itu.int/md/meetingdoc.asp?lang=en&parent=T22-TSAG-230530-TD-GEN-0255)) | This TD is a consolidated revised text that compiles the all WTSA-20 proposals to modify Rec. ITU-T A.1 as well as contributions and discussions at the RG-WM meetings on 1 Feb and 4 May 2023 and contributions to this TSAG meeting.It has been reviewed until new clause 2.3.3.6 at the 1 Feb and 4 May 2023 interim meetings of RG-WM.*For* ***discussion*** *at the editing session (concentrating on listed open issues):Wed 31 May, 17:45-19:30.* |

Regarding [C028](https://www.itu.int/md/meetingdoc.asp?lang=en&parent=T22-TSAG-C-0028), the Rapporteur mentioned that he may have missed on item in TD255R1. If so a revised version (TD255R2) will be issued before the editing session.

Russia reserved his position on the process being proposed for the presentation of the contributions.

Contribution C024 was presented by Korea. The contribution proposes to review non-attendance of chairmen and vice-chairmen at meetings of their respective groups in ITU-T. The contribution wishes to understand if there is a need for specific guidance so that necessary actions are implemented consistently to meet the relevant provisions of PP22 Resolution 208, taking into account a relevant provision in WTSA20 Resolution 1.

USA, Russia and Broadcom supported the proposal from Korea. Too many SG vice-chairmen are not attending their meetings and this negligence to fulfil the tasks for which they were appointed should be addressed. The general feeling of the meeting was that it seems important to draft a text to follow up on this contribution and to include it in Rec. ITU-T A.1. It was also suggested that WTSA could issue a guidance for the Plenipotentiary Conference to revise Resolution 208. Korea proposed to draft a text to be reviewed by RG-WM.

TD255R1 is an attempt from the Rapporteur to facilitate discussion on A.1-rev. It is proposed to consider this document as baseline for discussion during an editing session. The editing session will discuss the open issues that are listed on page 2 of TD255R1, which includes a compilation of all proposals received at this meeting as well as the results of the previous interim RG-WM meetings.

* **RG-WM agreed to organize an ad hoc group on ITU-T A.1-rev on Wednesday 31 May, 17:45-19:30.**

**5 Drafting ITU-T Recommendations**

The following documents were considered:

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| 5.1 | ITU-T Study Group 2: LS/i on SCV activity in SG2 | ([TD243](https://www.itu.int/md/T22-TSAG-230530-TD-GEN-0243)) | This liaison statement informs about current terms and definition activities within SG2.Items 1, 3 and 4 are for **action** by RG-WM. |
| 5.2 | Chairman, Standardization Committee for Vocabulary: Status report of SCV activities | ([TD218](https://www.itu.int/md/T22-TSAG-230530-TD-GEN-0218/en)) | "Considering the convenience of using definitions developed by other standards developing organizations (SDOs), and that such practice would help harmonize definitions across all SDOs, the meeting considered suggesting that memoranda of understanding be established with other SDOs to facilitate the inclusion, in ITU-T Recommendations, of definitions developed by the other organizations without the need of requesting explicit copyright clearance for each." |
| 5.3 | TSB: Author's guide for drafting ITU-T Recommendations | ([Author's](https://www.itu.int/oth/T0A0F000004/en) guide) | For **information**. |
| 5.4 | Rapporteur, RG-WM: Working document to support the discussion on TD243 (LS/i on SCV activity in SG2) | ([TD245R1](https://www.itu.int/md/T22-TSAG-230530-TD-GEN-0245)) | *For* ***discussion*** *in the ad hoc group:Thu 1 June, 08:30-09:15.* |

TD245R1 is an attempt from the Rapporteur to facilitate discussion on this issue, especially on items 1, 3 and 4 of TD243, which are for action by RG-WM. It is proposed to consider this document during an ad hoc group.

* **RG-WM agreed to organize an ad hoc group on the Author's guide for drafting ITU-T Recommendations on Thursday 1 June at 08:30-09:15.**

**6 Rec. ITU-T A.4, A.5 and A.6**

The following documents were considered:

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| 6.1 | Canada, InterDigital Canada Ltee: Proposed way forward for Recs ITU-T A.4, A.5 and A.6 and related qualified organizations | [C029](https://www.itu.int/md/meetingdoc.asp?lang=en&parent=T22-TSAG-C-0029) | It **is proposed** to update the list of ITU-T A.4 and A.6-qualified organizations, and to verify the needs for them to be ITU-T A.5-qualified. It is **further proposed** to address the overlap between Recs ITU-T A.4 and A.6 in view of the newly created Rec. ITU-T A.25 either by simply suppressing A.4 and A.6, or by merging their information in a new A-series Recommendation complementing Recs ITU-T A.5 and A.25. |
| 6.2 | TSB: Organizations newly qualified for ITU-T A.4, A.5 and A.6 since the last TSAG meeting | ([TD219](https://www.itu.int/md/T22-TSAG-230530-TD-GEN-0219/en)) | This TD contains **information** on the decisions taken by ITU-T study groups since the last TSAG (Dec 2022) of the qualifications under ITU-T A.4, A.5 and A.6. |
| 6.3 | Rapporteur, RG-WM: Working document to discuss a possible way forward for Recs ITU-T A.4 and A.6 | ([TD275](https://www.itu.int/md/T22-TSAG-230530-TD-GEN-0275/en)R1) | This TD is a working document to support the discussion on contribution C29.*For* ***discussion*** *in the ad hoc group:**Thu 1 June, 13:30-14:15* |

C29 was introduced by Interdigital, Canada.

TD275R1 is an attempt from the Rapporteur to facilitate discussion on this issue. It is proposed to consider this document during an ad hoc group.

* **RG-WM agreed to organize an ad hoc group on ITU-T A.4, A.5 and A.6 on Thursday 1 June at 13:30-14:15.**

**7 Rec. ITU-T A.7 "Focus groups: Establishment and working procedures"**

The following documents were considered:

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| 7.1 | China Telecommunications Corp., Ministry of Industry and Information Technology (MIIT) (China): Proposal for the revised text of Rec. ITU-T A.7 | ([C035](https://www.itu.int/md/meetingdoc.asp?lang=en&parent=T22-TSAG-C-0035)) | RG-WM has held two interim meetings to discuss the revision of Rec. ITU-T A.7. A couple of urgent tasks were also identified. Recognizing that some key issues remain unresolved, this contribution provides **proposals** for the revision of Rec. ITU‑T A.7. |
| 7.2 | Egypt, Saudi Arabia, United Arab Emirates: Compilation to support the discussion on Recommendation ITU-T A.7 | ([C037](https://www.itu.int/md/meetingdoc.asp?lang=en&parent=T22-TSAG-C-0037)) | This contribution **aims to** maintain the flexibility nature of the Focus Groups, as some comments during e-meetings of revising Recommendation ITU-T A.7 might cause limitations on existing working procedures of Focus Groups. |
| 7.3 | Editor, Rec. ITU-T A.7: Compilation to support the discussion on Recommendation ITU-T A.7 | ([TD217R1](https://www.itu.int/md/T22-TSAG-230530-TD-GEN-0217)) | This document is a consolidated revised text that compiles all WTSA-20 proposals to modify Rec. ITU-T A.7 and contribution [DOC1 (230214)](https://extranet.itu.int/meetings/ITU-T/T22-TSAGRGM/RGWM-230214/DOCs/T22-TSAGRGM-RGWM-230214-DOC-0001.docx) from the UK. It has been reviewed until (new) clause 8.1 at the 14 Feb and 18 Apr 2023 interim meetings of RG‑WM.*For* ***discussion*** *at the editing session (concentrating on listed open issues):Thu 1 June, 17:45-19:30.* |

C35 was briefly introduced by China Telecom.

C37 was introduced presented by Saudi Arabia which mentioned that the provisions provided are important to be included in TD217R1.

TD217R1 is an attempt from the Rapporteur to facilitate discussion on A.7-rev. It is proposed to consider this document as baseline for discussion during an editing session. The editing session will discuss the open issues that are listed on page 2 of TD217R1, which includes a compilation of all proposals received at this meeting as well as the results of the previous interim RG-WM meetings.

* **RG-WM agreed to organize an editing session on ITU-T A.7-rev on Thursday 1 June at 17:45-19:30.**

**8 Rec. ITU-T A.8 "Alternative approval process for new and revised ITU-T Recommendations"**

The following documents were considered:

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| 8.1 | UK: Proposed amendment to Rec. ITU-T A.8 | ([C046](https://www.itu.int/md/T22-TSAG-C-0046/en)) | This contribution **proposes** an amendment to Rec. ITU-T A.8 in order to ensure that all steps in the process are clearly documented.*Note: The proposal has been included in* [*TD208R1*](http://www.itu.int/md/T22-TSAG-230530-TD-GEN-0208/en)*.* |
| 8.2 | Rapporteur, RG-WM: Working document to discuss possible changes to Rec. ITU-T A.8 | ([TD208R1](http://www.itu.int/md/T22-TSAG-230530-TD-GEN-0208/en)) | This TD is a working document to support the discussion about Rec. ITU-T A.8 based on the feedback from SG15 and TSB. It reflects the discussion at the 28 Feb 2023 interim meeting of RG-WM.*For* ***discussion*** *at the editing session:Wed 31 May, 13:30-14:15.* |

The Rapporteur mentioned that C046 proposes to modify Figure 1 in Rec. ITU-T A.8 to reflect a current provision in this Recommendation. The Rapporteur had TSB involved to redraft the figure which has been included in the TD208R1.

TD208R1 is an attempt from the Rapporteur to facilitate discussion on A.8-rev. It is proposed to consider this document as baseline for discussion during an editing session. The editing session will discuss the open issues that are listed in TD208R1, which includes a compilation of all proposals received at this meeting as well as the results of the previous interim RG-WM meetings.

* **RG-WM agreed to organize an editing session on ITU-T A.8-rev on Wednesday 31 May at 13:30-14:15.**

**9 Review of suggested ad hoc groups, editing sessions and interim meetings**

The following suggested ad hoc groups and editing sessions were considered:

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| 9.1 | Suggested ad hoc groups and editing sessions | ([TD170R7](https://www.itu.int/md/T22-TSAG-230530-TD-GEN-0170)) | * Wed 31 May, 13:30-14:15: editing session for Rec. ITU-T A.8 ([TD208R1](http://www.itu.int/md/T22-TSAG-230530-TD-GEN-0208/en))
* Wed 31 May, 17:45-19:30: editing session on Rec. ITU-T A.1 ([TD255R1](https://www.itu.int/md/T22-TSAG-230530-TD-GEN-0255/en))
* Thu 1 June, 08:30-09:15: ad hoc group on the Author's guide for drafting ITU-T Recommendations ([TD245R1](https://www.itu.int/md/T22-TSAG-230530-TD-GEN-0245))
* Thu 1 June, 13:30-14:15: ad hoc group on a proposed way forward for Recs ITU-T A.4, A.5 and A.6 ([TD275](https://www.itu.int/md/T22-TSAG-230530-TD-GEN-0275/en)R1)
* Thu 1 June, 17:45-19:30: editing session on Rec. ITU-T A.7 ([TD217R1](https://www.itu.int/md/T22-TSAG-230530-TD-GEN-0217))
 |

The above ad hoc groups and editing sessions were agreed as proposed.

The meeting was adjourned at 17h30.

**WEDNESDAY, 31 MAY 2023**

The meeting was opened by the Chairman at 9h30.

**10 Agenda**

A revised agenda was provided as TD183R2. Revision 2 of the agenda includes a few editorial updates.

**11 Electronic working methods**

The following documents were noted:

|  |  |  |  |
| --- | --- | --- | --- |
| 11.1 | Director, TSB: Electronic working methods services and database applications report | ([TD195](https://www.itu.int/md/meetingdoc.asp?lang=en&parent=T22-TSAG-230530-TD-GEN-0195)) | This document describes actions taken since the last TSAG Dec 2022 meeting to improve electronic working methods and tools for the membership. TSAG is invited to **note** this document. |
| 11.2 | Chairman, Inter-Sector Coordination Group (ISCG): Report of the Inter-Sector Coordination Group on issues of mutual interest | ([TD216](https://www.itu.int/md/T22-TSAG-230530-TD-GEN-0216/en)) | This TD presents a progress report on the work of ISCG on issues of mutual interest, highlighting the conclusions from its last meeting on 2 May 2023."From contributions received, there is the need to encourage the ITU secretariat to advance the work on the harmonization of the ITU Sectors' websites to ensure clarity, ease of navigation and an image of One ITU, including the use of the six official languages of the Union on an equal footing, and the improvement of the searching system, and to include this observation on the report to Council 2023." |
| 11.3 | ITU-T Study Group 9: LS/r on smart TV Operating System (SG16-LS23) | ([TD274](https://www.itu.int/md/T22-TSAG-230530-TD-GEN-0274)) | This liaison statement for **information** replies to the LS from ITU-T SG16 (SG16-LS23).*Note: The 12-16 Dec 2022 meeting of TSAG (*[*TD15R1*](https://www.itu.int/md/T22-TSAG-221212-TD-GEN-0015/en)*) "requested TSB to discuss further with ITU IS Department to make the Recommendation-series title also available in their set of Recommendation download pages."**According to* [*TD195*](https://www.itu.int/md/meetingdoc.asp?lang=en&parent=T22-TSAG-230530-TD-GEN-0195)*, section 2.3.5: "Detailed ITU-T Recommendation information – including series titles – is available on pages (*[*example*](https://www.itu.int/itu-t/recommendations/rec.aspx?rec=J.1204)*). IS are looking into adding recommendation series titles to final publication distribution pages (*[*example*](https://www.itu.int/rec/T-REC-J.1204)*) as well."* |
| 11.4 | Electronic working methods (EWM) liaisons appointed by ITU-T study groups | ([TD250R2](https://www.itu.int/md/T22-TSAG-230530-TD-GEN-0250)) | WTSA Resolution 32, *resolves* 2, instructs TSAG to request study group chairmen to identify EWM liaisons.**Consider** sending a liaison statement to study groups to appoint EWM liaisons. |

Regarding TD274, RG-WM is aware that TSB is discussing with IS a way to include the denomination on the series of Recommendation in relevant webpages. This may solve SG16 concerns.

In TD250R2, there is a draft liaison statement proposal to request study groups to appoint the EWM liaison officers. The RG-WM agreed to send such a liaison statement.

**12 Governance and management of e-meetings**

This session was chaired by the Associate Rapporteur on remote participation, Mr Rushton.

The following documents were considered:

|  |  |  |  |
| --- | --- | --- | --- |
| 12.1 | Russian Federation: Scheduling dates and times for ITU-T physical and virtual meetings | ([C043](https://www.itu.int/md/T22-TSAG-C-0043/en)) | The Russian Federation **proposes** to discuss inclusion of meetings planning in existing or forthcoming documents, e.g. in the document "Governance and management of meetings with remote participation". |
| 12.2 | Chairman, Inter-Sector Coordination Group (ISCG): Report of the Inter-Sector Coordination Group on issues of mutual interest | ([TD216](https://www.itu.int/md/T22-TSAG-230530-TD-GEN-0216/en)) | This TD presents a progress report on the work of ISCG on issues of mutual interest, highlighting the conclusions from its last meeting on 2 May 2023."• The ISCG highlighted the necessity for ITU to use the standards being developed by ITU-T Study Group 16 on accessible meetings and remote participation, as well as to establish standard procedures for ITU meetings.• The ISCG also agreed to send out a Liaison Statement to the Radiocommunication Advisory Group (RAG) and the Telecommunication Development Advisory Group (TDAG) inviting them to share their rules on governance and management of virtual meetings so as to identify best practices to be implemented." |
| 12.3 | Changing the title of the Associate Rapporteur to "Associate Rapporteur on remote participation and electronic working methods" |  | For **Agreement** |

C043 was presented by Russia. It was clarified that in items 1 and 2., "Working Groups" should be understood as "Working Parties".

TSB informed that TD280 provides the information on current tools available about planned meetings in ITU-T.

Regarding item 2.4 of C043, TSB clarified that, among the three tools available, MyWorkSpace includes all meetings planned and could be used as the reference tool.

It was mentioned that the filtering of meetings could be improved and be customizable in MyWorkSpace.

The Rapporteur mentioned that TD255R2 (A.1 compilation) will include the proposal from Russia for discussion during the editing session. So, a new revision TD255R3 will be posted before the session. In particular, the editing session will consider whether rapporteur group meetings can be planned in parallel to TSAG and to other SG plenaries.

TD216 was noted. USA proposed that TSB work in collaboration with ISCG to have a meeting of ISCG during next TSAG meeting in February 2024. In particular, it would be good to have the SG chairmen joining this ISCG meeting during the next TSAG meeting.

* **RG-WM recommends to WP1 that an ISCG meeting be organized** **during the next TSAG meeting in February 2024**

The RG-WM also discussed changing the title of the Associate Rapporteur to "Associate Rapporteur on remote participation and electronic working methods".

* **RG-WM recommends to WP1 that the title of the RG-WM Associate Rapporteur be changed to "Associate Rapporteur on remote participation and electronic working methods".**

**13 Rec. ITU-T A.25 "Generic procedures for incorporating text between ITU-T and other organizations"**

The following documents were considered:

|  |  |  |  |
| --- | --- | --- | --- |
| 13.1 | Russian Federation: Changing Rec. ITU-T A.25 | [C041](https://www.itu.int/md/T22-TSAG-C-0041/en) | It is **proposed** to include Appendix III (non-normative) with a letter template to be sent by an organization to ITU-T in order to resolve a number of issues related to intellectual property rights that arise during the development of an ITU-T Recommendation based on this organization's text. It is **proposed** to include a new sub-clause in clause II.4 to control the trademarks or proper names mention in the proposed text.*Note: If needed, it will be further discussed at an interim rapporteur group meeting (see agenda item 23).* |

C041 was presented by Russia.

After dealing with questions for clarifications, contribution C041 was not seconded by other members. So, the contribution was not accepted.

The Russian Federation reserved their position on the application of GR90 to this contribution.

**14 Draft new Supplement A.SupRA to the ITU-T A-series Recommendations "Guidelines on the appointment and operations of registration authorities"**

The following documents were considered:

|  |  |  |  |
| --- | --- | --- | --- |
| 14.1 | UK: Comments on [TD251](https://www.itu.int/md/T22-TSAG-230530-TD-GEN-0251) | ([C047](https://www.itu.int/md/T22-TSAG-C-0047/en)) | This contribution identifies three elements within TD251 that are of immediate concern and **proposes** a way forward for resolving those concerns.*Note: The proposals have been included in* [*TD251R1*](https://www.itu.int/md/T22-TSAG-230530-TD-GEN-0251)*.* |
| 14.2 | ITU-T A.supRA editor: Proposed new Supplement to the ITU-T A-series Recommendations "Guidelines on the appointment and operations of registration authorities" | ([TD251R1](https://www.itu.int/md/T22-TSAG-230530-TD-GEN-0251)) | This draft reflects the results of the discussion at the 28 Feb 2023 interim meeting of RG-WM as well as contributions to this TSAG meeting.*Note: It will be further discussed at an interim rapporteur group meeting (see agenda item 23).* |

The Chair informed that detailed discussion on the topic is planned on an interim meeting on 12 September. No comments were expressed, so the UK contribution will be considered at the planned interim meeting.

Items 18 and 19 of the agenda (TD183R2) were discussed even if they were planned on the following day.

**15 Rec. ITU-T A.23 "Collaboration with the International Organization for Standardization (ISO) and the International Electrotechnical Commission (IEC) on information technology"**

The following document was noted:

|  |  |  |  |
| --- | --- | --- | --- |
| 18.1 | Liaison officer to ISO/IEC JTC 1: Report of the ISO/IEC JTC 1 Plenary (Paestum, Italy, May 2023) | ([TD212](https://www.itu.int/md/T22-TSAG-230530-TD-GEN-0212/en)) | For **information**: item 1 on ISO/IEC JTC 1 Resolution 2 "Establishment of JTC 1 Ad Hoc Group 7 on Supplement Alignment": "The results of the alignment project and the changes in the ISO and IEC Directives should be considered in a future update of ITU-T Recommendation A.23 | ISO/IEC JTC 1 Standing Document 3." |

**16 Supplement A Suppl. 5 "Guidelines for collaboration and exchange of information with other organizations"**

The following document was considered:

|  |  |  |  |
| --- | --- | --- | --- |
| 19.1 | Korea (Republic of): A need for ISO and IEC's guidelines on collaboration and exchange of information between ITU-T SGs and ISO or IEC TCs | [C023](https://www.itu.int/md/meetingdoc.asp?lang=en&parent=T22-TSAG-C-0023) | This contribution suggests that TSAG **invites** the ISO Technical Management Board (TMB) and IEC Standardization Management Board (SMB) to establish a collaboration process including developing a corresponding document in the form of ISO/IEC JTC 1 Standing Document 3 and ITU-T A.Suppl.5 to facilitate standardization collaboration between ITU T and ISO, and between ITU-T and IEC.**Consider** sending ITU-T A.Suppl.5 in a liaison statement inviting ISO TMB and IEC SMB to develop a corresponding collaboration process.*Rapporteur's note: It could be worth "taking the temperature" first through the IEC SMB/ISO TMB/ITU-T TSAG Standardization Programme Coordination Group (SPCG).* |

C023 was presented by Korea.

Korea clarified that their intention is to start a dialogue with the respective IEC and ISO committees and the long-term objective is to have a document at ISO and IEC sides corresponding to A.Suppl.5.

Questions for clarifications were asked.

TSB clarified that Rec. ITU-T A.23 applies to JTC 1 and the provisions in it have been used for a long time.

An initial proposal to address the issue was submitted as follows:

* RG-WM agreed to request TSAG to 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 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.

The meeting was adjourned at 10h45.

**THURSDAY, 1 JUNE 2023**

The meeting was opened by the chairman at 9h30.

The meeting discussed the language of the action for TSAG in relation to Rec. ITU-T A.23 as proposed on the previous session of the RG-WM and reported in item 16 of this report. The language was edited to add the text ", through the TSAG representatives to the SPCG," to read as follows:

* **RG-WM agreed to request TSAG to 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.**

**17 Result of informal discussions, ad hoc groups and editing sessions**

The following documents were considered:

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| --- | --- | --- | --- |
| 17.1 | Rapporteur, RG-WM: Working document to discuss possible changes to Rec. ITU-T A.8 | [TD208R2](https://www.itu.int/md/T22-TSAG-230530-TD-GEN-0208/en) | This TD reflects the discussion at the ad hoc session on Wed 31 May, 13:30-14:15.For **review**.*Note: If necessary, it will be further discussed at an interim rapporteur group meeting (see agenda item 23).* |
| 17.2 | Rapporteur, RG-WM: Compilation to support the discussion on Rec. ITU-T A.1 "Working methods for study groups of the ITU Telecommunication Standardization Sector" | [TD255R3](https://www.itu.int/md/T22-TSAG-230530-TD-GEN-0255/en) | This TD reflects the discussion at the ad hoc session on Wed 31 May, 17:45-19:30. It will be further discussed at interim rapporteur group meetings (see agenda item 23).For **review**. |
| 17.3 | Rapporteur, RG-WM: Working document to support the discussion on TD243 (LS/i on SCV activity in SG2) | [TD245R2](https://www.itu.int/md/T22-TSAG-230530-TD-GEN-0245) | This TD reflects the discussion at the ad hoc group on Thu 1 June, 08:30-09:15. For **review**. |

TD208R2 is the result of the editing session on ITU-T A.8-rev, held on Wednesday 31 May, 13:30-14:15. The only matter that was unresolved was found in clause 4.6 and a new text was discussed and agreed in TD208R3. RG-WM agreed to propose this text for determination at the WP1 and TSAG closing Plenary. Therefore, a new TD for determination was made available for the final edited text of ITU-T A.8-rev, as found in TD293, which is brought forward to WP1 Plenary for determination.

* **RG-WM requests WP1 to consider the determination of ITU-T A.8-rev as found in TD293**

Regarding TD255R3, which is the result on the editing session on ITU-T A.1-rev, held on Wed 31 May, 17:45-19:30, it is adopted as the new baseline text including the collection of contributions and will be discussed further in the planned interim meetings.

Regarding TD245R2, which is the result from the ad hoc group on Thu 1 June, 08:30-09:15, some text was agreed for a new edition of the author’s guide.

The modifications to the Author's guide for drafting ITU-T Recommendations were agreed as shown in TD294.

* **RG-WM requests WP1 to agree on the modifications to the Author's guide for drafting ITU-T Recommendations as found in TD294 and the related items:**
* ***It was agreed that TSB will improve the support of the training session for rapporteurs and editors to better cover the 3 items listed (and analysed) in TD245R2.***
* ***It was agreed that the editor of Rec. ITU-T A.1 will add a sentence to indicate that it is mandatory for rapporteurs and editors to follow this training session.***

**18 Incubation mechanism**

The following documents were noted:

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| --- | --- | --- | --- |
| 20.1 | ITU-T SG17: LS/i on new work item: work item TP.inno-2.0 "Description of the incubation mechanism and ways to improve it" | ([TD239](https://www.itu.int/md/meetingdoc.asp?lang=en&parent=T22-TSAG-230530-TD-GEN-0239)) | This liaison statement **informs** that SG17 established a new work item TP.inno-2.0.*Note: The discussion on the incubation mechanism will occur in RG-IEM and would come back to RG-WM if there is a need to develop a working method.* |
| 20.2 | Korea (Republic of): Proposal on incubation mechanism | ([C025](https://www.itu.int/md/T22-TSAG-C-0025/en)) | Korea **suggests** sending a liaison statement to all study groups to get their feedback on the need and usefulness of an incubation mechanism.*Note: The discussion on the incubation mechanism will occur in* *RG-IEM.* |

**19 Outgoing liaison statements**

The following document was considered:

|  |  |  |  |
| --- | --- | --- | --- |
| 21.1 | Liaison statement to all study groups on the appointment of an electronic working methods (EWM) liaison officer | [TD250R2](https://www.itu.int/md/T22-TSAG-230530-TD-GEN-0250) | For **agreement**. |

RG-WM agreed on the outgoing liaison statement in the TD250R2. The text of the agreed liaison statement was made available as [TD297](https://www.itu.int/md/T22-TSAG-230530-TD-GEN-0297)

* **RG-WM requests WP1 to approve the outgoing liaison statement found in TD297**

**20 RG-WM work programme**

The following documents were considered:

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| --- | --- | --- | --- |
| 22.1 | Rapporteur, TSAG RG-WM: Updates to the RG-WM work programme | [TD276](https://www.itu.int/md/T22-TSAG-230530-TD-GEN-0276)R1 | RG-WM is asked to **confirm** the updates to the RG-WM work programme. |
| 22.2 | Rapporteur, TSAG RG-WM: Living list | ([TD220](https://www.itu.int/md/T22-TSAG-230530-TD-GEN-0220)) | For **information**. Members are invited to use this TD for possible contributions to future TSAG meetings. |
| 22.3 | Director, TSB: Action plan related to the Resolutions and Opinion of WTSA | ([TD191R2](https://www.itu.int/md/T22-TSAG-230530-TD-GEN-0191/en)) | The WTSA-20 Action Plan is a monitoring and reporting tool to keep track of the implementation of WTSA Resolutions and Opinion. This TD contains the updated WTSA-20 Action Plan, which was developed and that has been updated since December 2022.*Note: In particular, the following action item may be useful for RG-WM:022-09 "TSBDir to report to TSAG on the experience in the implementation of the A-series Recommendations for consideration by the ITU-T membership (instructs TSBDir 4)"* |

TD220 is agreed as a living list and will be referred as such in future RG-WM meetings. The Rapporteur clarified that the document is not deleting anything but is just highlighting what has been followed up already and what is in progress or pending.

TD276R1 was discussed. The final version of the work programme was posted as [TD298](https://www.itu.int/md/T22-TSAG-230530-TD-GEN-0298) and will be reflected by TSB in the Work Programme tool.

* **RG-WM requests WP1 to approve RG-WM Work Programme in TD298**

**19 Future meetings and pending editing and ad hoc sessions**

Two sessions (editing session on ITU-T A.7-rev and ad hoc on ITU-T A.4, A.5 and A.6) were still to be held at the time when the last RG-WM session took place:

|  |  |  |  |
| --- | --- | --- | --- |
| 23.1 | Reminder about the ad hoc groups and editing sessions | ([TD170R7](https://www.itu.int/md/T22-TSAG-230530-TD-GEN-0170)) | * Thu 1 June, 13:30-14:15: ad hoc group on a proposed way forward for Recs ITU-T A.4, A.5 and A.6 ([TD275](https://www.itu.int/md/T22-TSAG-230530-TD-GEN-0275/en)R3)
* Thu 1 June, 17:45-19:30: editing session on Rec. ITU-T A.7 ([TD217R2](https://www.itu.int/md/T22-TSAG-230530-TD-GEN-0217))

*Note: The resulting TDs will be reviewed by the WP1 closing plenary. In any case, they will be further revised at interim rapporteur group meetings (see agenda item 23).* |

* **RG-WM requests WP1 to review the results from the pending editing/ad hoc sessions:**
	+ **Thu 1 June, 13:30-14:15: ad hoc group on a proposed way forward for Recs ITU-T A.4, A.5 and A.6 (**[**TD275R3**](https://www.itu.int/md/T22-TSAG-230530-TD-GEN-0275/en)**)**
	+ **Thu 1 June, 17:45-19:30: editing session on Rec. ITU-T A.7 (**[**TD217R2**](https://www.itu.int/md/T22-TSAG-230530-TD-GEN-0217))

The interim meetings plan for RG-WM was agreed as follows:

|  |  |  |  |
| --- | --- | --- | --- |
| 23.2 | Suggested interim rapporteur group meetings |  | * 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
* 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
* 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
* 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
* 21 Nov 2023, 12:00-15:00 Geneva time (pending issues from previous rapporteur group meetings, if any)Contribution deadline: 11 Nov 2023
* 5 Dec 2023, 12:00-15:00 Geneva time (pending issues from previous rapporteur group meetings, if any)Contribution deadline: 25 Nov 2023
 |

* **RG-WM requests WP1 to approve the interim meeting plan of RG-WM:**
* *27 June 2023, 12:00-15:00 Geneva time (progress on draft Rec. ITU-T A.1-rev,* [*TD255R5*](https://www.itu.int/md/T22-TSAG-230530-TD-GEN-0255/en)*)
Contribution deadline: 17 June 2023*
* *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*
* *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*
* *24 Oct 2023, 12:00-15:00 Geneva time (progress on draft Rec. ITU-T A.1-rev,* [*TD255R5*](https://www.itu.int/md/T22-TSAG-230530-TD-GEN-0255/en)*)
Contribution deadline: 14 Oct 2023*
* *21 Nov 2023, 12:00-15:00 Geneva time (pending issues from previous rapporteur group meetings, if any)
Contribution deadline: 11 Nov 2023*
* *5 Dec 2023, 12:00-15:00 Geneva time (pending issues from previous rapporteur group meetings, if any)
Contribution deadline: 25 Nov 2023*

**20 Closure of the meeting**

The meeting closed at 10h30. The Rapporteur warmly thanked all TSAG delegates for their good spirit of cooperation, the Associate Rapporteur on remote meetings and the TSB Counsellor, acknowledging the great amount of work that has been accomplished.

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