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|  | INTERNATIONAL TELECOMMUNICATION UNION**TELECOMMUNICATIONSTANDARDIZATION SECTOR**STUDY PERIOD 2022-2024 | TSAG-TD188 |
| TSAG |
| Original: English |
| **Question(s):** | N/A | Geneva, 30 May-2 June 2023 |
| **TD** |
| **Source:** | Rapporteur, TSAG RG-WTSA  |
| **Title:** | Report of the meeting of RG-WTSA "WTSA Preparations" (Geneva, 30 May-2 June 2023) |
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| **Abstract:** | This TD contains the draft **report** of the session of the TSAG Rapporteur Group on WTSA Preparations (TSAG RG-WTSA) during this TSAG meeting (Geneva, 30 May-2 June 2023). The following **actions for TSAG** are requested through TSAG-WP1to authorize RG-WTSA to:RG-WTSA-1: approve this RG-WTSA meeting report as found in [TD188](https://www.itu.int/md/meetingdoc.asp?lang=en&parent=T22-TSAG-230530-TD-GEN-0188).RG-WTSA-2: agree to send a LS as shown in [TD286](https://www.itu.int/md/meetingdoc.asp?lang=en&parent=T22-TSAG-230530-TD-GEN-0286) *LS/o on analysis of WTSA Resolutions for streamlining for their further review and feedback* to all SGs and regional Telecommunication Organizations on analysis of WTSA Resolutions for streamlining for their further review and feedback. RG-WTSA-3: agree to send a LS as shown in [TD291](https://www.itu.int/md/meetingdoc.asp?lang=en&parent=T22-TSAG-230530-TD-GEN-0291) *LS/o on current discussion on WTSA Res.11* to UPU for their feedback. RG-WTSA-4: update the work programme of RG-WTSA as found in [TD296](https://www.itu.int/md/meetingdoc.asp?lang=en&parent=T22-TSAG-230530-TD-GEN-0296).RG-WTSA-5: authorize RG-WTSA to hold four interim rapporteur group meetings (all online) pending sufficient input by contribution deadline at one week in advance, as follows:: 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)
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**0 Introduction**

A meeting of the TSAG Rapporteur Group on WTSA Preparations (RG-WTSA) took place during TSAG on 30 May-2 June 2023, from 11:15-12:30 with captioning on Thursday 1 June 2023 (Geneva time).

Ms Fang LI (CAICT, MIIT, China), Rapporteur of TSAG RG-WTSA, chaired the meeting together with two associate Rapporteurs, Mr Isaac Boateng (NCA, Ghana) and Mr Evgeny Tonkikh (Russian Federation), with the help from Ms. Xiaoya Yang as the TSB secretary to this RG.

**1 Opening and approval of the agenda**

The Rapporteur welcomed participants to this meeting and invited associate Rapporteurs to address the RG-WTSA meeting at the beginning.

The agenda of the RG-WTSA meeting as found in [TD187R1](https://www.itu.int/md/meetingdoc.asp?lang=en&parent=T22-TSAG-230530-TD-GEN-0187) was introduced by the Rapporteur and approved by the meeting.

**2 List of documents**

A list of documents identified by Rapporteur as relevant for discussion in RG-WTSA as in [Annex A](#AnnexA) of [TD187R1](https://www.itu.int/md/meetingdoc.asp?lang=en&parent=T22-TSAG-230530-TD-GEN-0187) was reviewed in the meeting.

**3 Review of RG-WTSA interim progress**

The Rapporteur presented [TD235](https://www.itu.int/md/meetingdoc.asp?lang=en&parent=T22-TSAG-230530-TD-GEN-0235) with progress report from interim TSAG RG-WTSA meetings (December 2022 to May 2023) and highlighted the work plan to produce four deliverables:

1. To conduct analysis of all ITU (WTSA/PP/WTDC/RA/Council) Resolutions for potential streamlining of WTSA Resolutions and Opinion in two phases:
	1. 1st phase is to conduct analysis of WTSA-20/PP-22/WTDC-21 Resolutions for TSAG May 2023 meeting as in interim document in [TD260](https://www.itu.int/md/meetingdoc.asp?lang=en&parent=T22-TSAG-230530-TD-GEN-0260)
	2. 2nd phase will conduct analysis of RA-23/Council Resolutions after RA-23 in December 2023 for future TSAG meetings in 2024.
2. First baseline text for draft A.SupWTSAGL "WTSA preparation guideline on Resolutions" in [TD261](https://www.itu.int/md/meetingdoc.asp?lang=en&parent=T22-TSAG-230530-TD-GEN-0261).
3. Collection of activities of the regional organizations in their preparation of WTSA-24 with a mapping onto the WTSA Resolutions and ITU-T A-Series Recommendations to TSAG Rapporteur groups for TSAG meetings in 2024.
4. First baseline text for draft A.BN "Briefing note on how to chair WTSA Sub-committee/Ad Hoc Group meetings" in [TD262](https://www.itu.int/md/meetingdoc.asp?lang=en&parent=T22-TSAG-230530-TD-GEN-0262).

This progress report was noted.

**4 Keep track of the implementation of WTSA Resolutions and Opinion**

TSB introduced [TD260](https://www.itu.int/md/meetingdoc.asp?lang=en&parent=T22-TSAG-230530-TD-GEN-0260) which is the 1st phase outcome of the analysis of all ITU Resolutions for potential streamlining of WTSA Resolutions and Opinion, conducted by TSB upon request of RG-WTSA, containing draft analysis of operational parts (resolves, instructs etc) of WTSA/PP/WTDC Resolutions in terms of giving specific mandates and tasks to ITU-T study groups and TSAG.

The meeting noted [TD191R2](https://www.itu.int/md/T22-TSAG-230530-TD-GEN-0191): Action plan related to the Resolutions and Opinion of WTSA (TSB) and appreciated TSB’s effort in maintained this detailed report with implementation status of 400+ action items. It was noted especially the two Appendixes identified obsolete action items since WTSA-12 which should be considered as candidates for streamlining.

The meeting also noted [TD281](https://www.itu.int/md/meetingdoc.asp?lang=en&parent=T22-TSAG-230530-TD-GEN-0281): Update on Collaboration with UPU (TSB) with reports on implementation of WTSA Resolutions and Opinion, esp. the activity relevant to WTSA Res.11 “UPU-POC”. The meeting agreed to send a LS as shown in [TD291](https://www.itu.int/md/meetingdoc.asp?lang=en&parent=T22-TSAG-230530-TD-GEN-0291) to UPU on our current discussion on WTSA Res.11 for their feedback.

The meeting noted [TD206](https://www.itu.int/md/T22-TSAG-230530-TD-GEN-0206) att.4: Draft report of SG17 activities in implementation of WTSA-20 Resolutions (ITU-T SG17) with report on SG17 implementation of WTSA Resolutions. The SGs feedback with their activities in implementation of WTSA-20 Resolutions to TSAG are appreciated for the preparation work of WTSA-24.

The meeting also looked at ISCG Mapping of [Resolutions​](https://eur03.safelinks.protection.outlook.com/?url=https%3A%2F%2Fgw.caict.ac.cn%2Flinkserver%3Fdest%3Dhttps%253A%252F%252Fwww.itu.int%252Fen%252Fgeneral-secretariat%252Fties%252FISCGDocumentLibrary%252F1st%252520Meeting%2525202023%252FMapping-of-resolutions-Updated%252520Oct2022.pdf%26tid%3D_____wB3hnIhrWNkVREBAA--.2333S3%26rcpt%3Dlifang%40caict.ac.cn%26ifnotice%3D1%26rindex%3D1&data=05%7C01%7Cxiaoya.yang%40itu.int%7C20d3955774704fadba7708db562f09e0%7C23e464d704e64b87913c24bd89219fd3%7C0%7C0%7C638198532613086607%7CUnknown%7CTWFpbGZsb3d8eyJWIjoiMC4wLjAwMDAiLCJQIjoiV2luMzIiLCJBTiI6Ik1haWwiLCJXVCI6Mn0%3D%7C3000%7C%7C%7C&sdata=4qxX%2F8V2ZZfl1MgqTuxGKyvK0CjJYINyESwLFHLECVA%3D&reserved=0)​​​​: PP/RA & WRC/WTSA/WTDC and noted this generic and illustrative mapping table of all ITU Resolutions for consideration in the analysis of all ITU Resolutions for the potential streamlining of WTSA Resolutions and Opinion.

The meeting agreed to send a LS as shown in [TD286](https://www.itu.int/md/meetingdoc.asp?lang=en&parent=T22-TSAG-230530-TD-GEN-0286) including the draft analysis [TD260](https://www.itu.int/md/meetingdoc.asp?lang=en&parent=T22-TSAG-230530-TD-GEN-0260) together with draft A.supWTSAGL in [TD261R1](https://www.itu.int/md/meetingdoc.asp?lang=en&parent=T22-TSAG-230530-TD-GEN-0261) and Appendix I and II of WTSA Action Plan in [TD191R2](https://www.itu.int/md/meetingdoc.asp?lang=en&parent=T22-TSAG-230530-TD-GEN-0191) to all ITU-T SGs and regional Telecommunication Organizations for their review, application of these guidelines for their preparation for WTSA-24, feedback to further progress the draft guidelines, and proposals on how to implement streamlining of WTSA Resolutions and Opinion, esp. those identified in the two Appendixes, as input to interim RG-WTSA virtual meetings and TSAG meetings.

**5 Streamlining WTSA Resolutions and Opinion**

RG-WTSA Rapporteur briefly introduced [TD261](https://www.itu.int/md/meetingdoc.asp?lang=en&parent=T22-TSAG-230530-TD-GEN-0261) First baseline text for draft A.SupWTSAGL "WTSA preparation guideline on Resolutions" and highlighted that this draft text has been under development in last two study period and is rather stable, therefore if it could be agreed in next TSAG meeting it will be a very helpful guidance for the regional preparation for WTSA-24.

China introduced [C27](https://www.itu.int/md/T22-TSAG-C-0027) ‘Considerations and proposals on bridging the gap between WTSA Resolution streamlining guidelines and implementation’. It proposes:

1. TSAG and ITU-T members to study how to bridge the gap between WTSA Resolution streamlining guidelines and implementation during the preparation of WTSA-24.

2. To add text to draft A.SupWTSAGL.

Russian Federation introduced [C39](https://www.itu.int/md/meetingdoc.asp?lang=en&parent=T22-TSAG-C-0039) ‘Comments and proposals to the draft for A.SupWTSAGL "WTSA preparation guideline on Resolutions’. It proposes:

1. some amendments to draft A.SupWTSAGL.

2. to discuss the appropriate format of the document.

The meeting discussed both Contributions and agreed to include their proposed modification in revised draft in [TD261R1](https://www.itu.int/md/meetingdoc.asp?lang=en&parent=T22-TSAG-230530-TD-GEN-0261) as the updated baseline text for A.SupWTSAGL.

The meeting emphasized that A.SupWTSAGL is a supplement to WTSA Resolution 1. Regarding the appropriate format of publication once it is finished, the option of ‘WTSA Opinion’ was also brought up. However, due to lack of time in this meeting, there is no conclusion but for further discussion in future interim RG-WTSA virtual meetings and TSAG meetings.

**6 Development of a briefing note for WTSA Sub-committee/Ad Hoc Group chairpersons**

RG-WTSA Rapporteur briefly introduced [TD262](https://www.itu.int/md/meetingdoc.asp?lang=en&parent=T22-TSAG-230530-TD-GEN-0262) First baseline text for draft A.BN "Briefing note on how to chair WTSA Sub-committee/Ad Hoc Group meetings".

The meeting agreed to continue to use [TD262](https://www.itu.int/md/meetingdoc.asp?lang=en&parent=T22-TSAG-230530-TD-GEN-0262) as the baseline text for draft A.BN and invite more contributions to progress this work item as well as to discuss the appropriate format of this document to future interim RG-WTSA virtual meetings and TSAG meetings.

**7 Any Other Business**

None.

**8** **Interim RG-WTSA virtual meeting(s)**

The meeting agreed to plan four interim virtual meetings to progress this RG-WTSA work based on contributions received:

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.

**9 Report of this TSAG RG-WTSA meeting**

The meeting reviewed a preliminary draft report of the TSAG RG-WTSA meeting with further discussion especially on the format of A.SupWTSAGL and A.BN, and planned four interim RG-WTSA meetings instead of three, as captured in revision to Sections 5 and 8 above.

An updated RG-WTSA Work Programme is produced by TSB in [TD296](https://www.itu.int/md/meetingdoc.asp?lang=en&parent=T22-TSAG-230530-TD-GEN-0296).

**10 Closure**

The Rapporteur closed the RG-WTSA meeting at 12:39 on 1 June 2023, promised a draft report of RG-WTSA meeting will be posted as [TD188](https://www.itu.int/md/meetingdoc.asp?lang=en&parent=T22-TSAG-230530-TD-GEN-0188) soon and before TSAG-WP1 closing plenary. She thanked contributors and meeting participants for their active involvement and fruitful discussions, and for the captioners who were able to continue to the end of the RG-WTSA session.

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