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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-TD305R2 |
| TSAG |
| Original: English |
| **Question(s):** | | | N/A | Geneva, 22-26 January 2024 |
| **TD** | | | | |
| **Source:** | | | TSAG Management Team | |
| **Title:** | | | Agenda for the TSAG closing plenary meeting on Friday, 26 January 2024 | |
| **Contact:** | | Mr Abdurahman M. AL HASSAN Chair, TSAG | | E-mail: [tsagChair@nca.gov.sa](mailto:tsagChair@nca.gov.sa) |
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| **Abstract:** | This TD holds the draft agenda for the closing TSAG plenary session on 26 January 2024. |

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

Status: 25 January 2024, 1000 hours.

TSAG Contributions available at: <https://www.itu.int/md/T22-TSAG-240122-C/en>

TSAG TDs available at: <https://www.itu.int/md/T22-TSAG-240122-TD/en>

# Draft Agenda

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| **Friday, 26 January 2024, 1045 - 1730 hours** | | | | |
| **Timing**  **(Geneva time)** | **#** | **Agenda Item** | **Docs** | **Summary and Proposal** |
| **1045 hours** | **21** | **Draft agenda closing Plenary** | [TD305](http://www.itu.int/md/meetingdoc.asp?lang=en&parent=T22-TSAG-240122-TD-GEN-0305) | Contains the draft agenda for the closing plenaries for approval. |
|  | **22** | **Appointment** | | |
|  | 22.1 | Director, TSB: Change of a TSAG Vice Chair | [TD464](http://www.itu.int/md/meetingdoc.asp?lang=en&parent=T22-TSAG-240122-TD-GEN-0464) | For appointment |
|  | **23** | **WTSA** | | |
|  | 23.1 | TSB: Update on Preparations for WTSA-24 | [TD457](http://www.itu.int/md/meetingdoc.asp?lang=en&parent=T22-TSAG-240122-TD-GEN-0457)R1 | [TD457](http://www.itu.int/md/meetingdoc.asp?lang=en&parent=T22-TSAG-240122-TD-GEN-0457)R1 announces that the registration for WTSA-24 is now open. It also shows the WTSA-24 web page.  TSAG is invited to note. |
|  | 23.2 | TSB: Status of Chairs and Vice-chairs in the ITU-T for the 2022-2024 study period | [TD482](http://www.itu.int/md/meetingdoc.asp?lang=en&parent=T22-TSAG-240122-TD-GEN-0482) | This TD is provided for information.  TSAG is invited to note. |
|  | 23.3 | TSB: Non-attendance of chairs and vice-chairs | [TD483](http://www.itu.int/md/meetingdoc.asp?lang=en&parent=T22-TSAG-240122-TD-GEN-0483) | This TD reports Non-attendance of chairs and vice-chairs according to PP Resolution 208.  TSAG is invited to note. |
|  | **24** | **Network of Women in ITU-T (NoW)** | | |
|  | 24.1 | Chair and Vice-Chair, Network of Women in ITU-T: Network of Women in ITU-T Terms of Reference (ToRs) | [TD423](http://www.itu.int/md/meetingdoc.asp?lang=en&parent=T22-TSAG-240122-TD-GEN-0423)R1 | This TD contains the updated Terms of Reference for Network of Women (NoW) in ITU-T reflecting the comments received during the opening plenary.  TSAG is invited to approve the updated ToRs. |
|  | **25** | **Strategic & Operational Plan** | | |
|  | 25.1 | Director, TSB: Draft four-year rolling operational plans for the Union for 2025-2028 | [TD415](http://www.itu.int/md/meetingdoc.asp?lang=en&parent=T22-TSAG-240122-TD-GEN-0415) | This TD provides an update on the preparation of the draft four-year rolling operational plans for the Union for 2025-2028.  TSAG is invited to note. |
|  | **26** | **Joint Coordination Activities (JCAs)** | | |
|  | **26.1** | **Digital COVID 19 certificates (ITU-T JCA-DCC)** | | |
|  | 26.1.1 | Co-chairs, JCA-DCC: Progress report of the Joint Coordination Activity on Digital COVID-19 Certificates (JCA-DCC) | [TD391](http://www.itu.int/md/meetingdoc.asp?lang=en&parent=T22-TSAG-240122-TD-GEN-0391) | This document provides the report of the JCA-DCC meeting held on 11 September 2023 and invites TSAG to:   * endorse the proposed revised title and Terms of Reference of JCA-DCC in Annex A; * endorse the proposal for the revised title and Terms of Reference to take effect from the beginning of the next Study Period; * note the report of the fifth JCA-DCC meeting that took place in Seoul, 11 September 2023. |
|  | 26.1.2 | Korea (Rep. of): Support for the continuation of JCA-DCC with modified title and Terms of Reference | [C63](http://www.itu.int/md/meetingdoc.asp?lang=en&parent=T22-TSAG-C-0063) | This Contribution supports the continuation of JCA-DCC with revised title and Terms of Reference as in [DCC-054](https://extranet.itu.int/sites/itu-t/jca/dcc/meetingdocs/JCA-DCC-054.docx) to cover “verifiable health credentials (VHC)”.  TSAG is invited to approve its extension and endorse the proposed revised title and Terms of Reference of JCA-DCC. |
|  | 26.1.3 | Co-chairs, JCA-DCC: Proposed revised title and Terms of Reference for the Joint Coordination Activity on Digital COVID-19 Certificate (JCA-DCC) | [TD469](http://www.itu.int/md/meetingdoc.asp?lang=en&parent=T22-TSAG-240122-TD-GEN-0469) | This TD provides the proposed revised title and Terms of Reference for the Joint Coordination Activity on Digital COVID-19 Certificate (JCA-DCC).  TSAG is invited to approve. |
|  | **26.2** | **JCA on Quantum Key Distribution Network (ITU-T JCA-QKDN)** | | |
|  | 26.2.1 | Chair, JCA-QKDN: Report of the activities of the Joint Coordination Activity on Quantum Key Distribution Network (JCA-QKDN) | [TD434](http://www.itu.int/md/meetingdoc.asp?lang=en&parent=T22-TSAG-240122-TD-GEN-0434) | This TD provides the reports of the recent activities of JCA-QKDN held on 8 June and 14 December 2023.  TSAG is invited to endorse the appointment of Hao Qin (NUS, Singapore) as vice-chair of JCA-QKDN and to note both the planned upcoming activities of JCA-QKDN in May 2024 and executive summaries from the second and third JCA-QKDN meetings. |
|  | 26.2.2 | TSB: Overview of activities on quantum information technology at ITU-T | [TD465](http://www.itu.int/md/meetingdoc.asp?lang=en&parent=T22-TSAG-240122-TD-GEN-0356) | This TD contains a snapshot of ITU-T’s activities related to quantum information technology.  TSAG is invited to note. |
|  | **26.3** | **JCA on Accessibility and Human Factors (ITU-T JCA-AHF)** | | |
|  | 26.3.1 | Chair, JCA-AHF: Progress report of Joint Coordination Activity on Accessibility and Human Factors (JCA-AHF) | [TD449](http://www.itu.int/md/meetingdoc.asp?lang=en&parent=T22-TSAG-240122-TD-GEN-0449) | This document contains the report of the JCA-AHF meeting held on 19 July 2023 in Geneva.  TSAG is invited to note. |
|  | **27** | **Regional Groups** | | |
|  | 27.1 | ITU-T SG12: LS/i on establishment of new ITU-T SG12 Regional Group for the Americas (SG12RG-AMR) [from ITU-T SG12] | [TD356](http://www.itu.int/md/meetingdoc.asp?lang=en&parent=T22-TSAG-240122-TD-GEN-0356) | This liaison statement informs TSAG of the creation of a new ITU-T SG12 Regional Group for the Americas (SG12RG-AMR).  TSAG is invited to note. |
|  | **28** | **Vocabulary** | |  |
|  | 28.1 | Chair, SCV: SCV Chair report to TSAG | [TD435](http://www.itu.int/md/meetingdoc.asp?lang=en&parent=T22-TSAG-240122-TD-GEN-0435) | This document contains the report of activities of the Standardization Committee for Vocabulary in the period May 2023 to January 2024.  TSAG is invited to note this report and to consider scheduling a special session at the next meeting of TSAG to study the use of inclusive technical language. |
|  | 28.2 | ITU-T SG2: LS/r on using inclusive language in ITU-T texts (reply to TSAG-LS20) [from ITU-T SG2] | [TD383](http://www.itu.int/md/meetingdoc.asp?lang=en&parent=T22-TSAG-240122-TD-GEN-0383) | This Liaison Statement provides feedback to TSAG-LS20 on using inclusive language in ITU-T texts and proposes to start defining contribution-driven replacement for so called possible non-inclusive terminology in ITU-T SG2.  SG2 asks TSAG to assign a special session for discussion of this issue to identify practical solutions for technical terms. |
|  | 28.3 | ITU-T SG2: LS/i on SCV activity in SG2 [from ITU-T SG2] | [TD377](http://www.itu.int/md/meetingdoc.asp?lang=en&parent=T22-TSAG-240122-TD-GEN-0377) | This Liaison Statemnet outlines the current terms and definitions activities within ITU-T SG2.  TSAG is invited to note. |
|  | 28.4 | ITU-T SG15: LS/r on information on actions taken by SG15 on inclusive language (reply to TSAG-LS20) [from ITU-T SG15] | [TD408](http://www.itu.int/md/meetingdoc.asp?lang=en&parent=T22-TSAG-240122-TD-GEN-0408) | This liaison provides information on actions taken by SG15 on the topic of non inclusive language.  TSAG is invited to note. |
|  | **29** | **AI for good** | | |
|  | 29.1 | Director, TSB: Plans for AI for Good in 2024 | [TD421](http://www.itu.int/md/meetingdoc.asp?lang=en&parent=T22-TSAG-240122-TD-GEN-0421) | This document contains a presentation elucidating details pertaining to the prospective initiatives for AI for Good in the year 2024.  TSAG is invited to note. |
|  | **30** | **Kaleidoscope** | | |
|  | 30.1 | TSB: Kaleidoscope | [TD405](http://www.itu.int/md/meetingdoc.asp?lang=en&parent=T22-TSAG-240122-TD-GEN-0405)R1 | This TD provides an overview of the next ITU Kaleidoscope academic conference 2024 (K-2024), which will take place from 21 to 23 October 2024, in New Delhi, India.  TSAG is invited to note and promote this event, which will take place in parallel with WTSA-24. |
|  | **31** | **ITU Journal on Future and Evolving Technologies** | | |
|  | 31.1 | Director, TSB: ITU Journal on Future and Evolving Technologies – Publications and Webinar series | [TD406](http://www.itu.int/md/meetingdoc.asp?lang=en&parent=T22-TSAG-240122-TD-GEN-0406) | This TD provides details on all 2023 publications as well as on the Webinar Series, which share insights from CTOs and leading academic minds.  TSAG is invited to note. |
|  | **32** | **Contribution of the ITU Regional Offices** | | |
|  | 32.1 | ITU Regional Office Directors:Contribution of the ITU Regional Offices to the ITU-T Operational Plan and Coordination activities with TSB (June - December 2023) | [TD390](http://www.itu.int/md/meetingdoc.asp?lang=en&parent=T22-TSAG-240122-TD-GEN-0390) | 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. |
|  | **33** | **Coordination with CITS** | | |
|  | 33.1 | Chair, CITS: Report on Collaboration on ITS Communication Standards and ITS-related activities | [TD431](http://www.itu.int/md/meetingdoc.asp?lang=en&parent=T22-TSAG-240122-TD-GEN-0431) | The document summarizes ITU-T activities in the field of ITS communications since the last meeting of TSAG in May-June 2023.  TSAG is invited to note. |
|  | 33.2 | CITS: LS/i on the establishment of an Expert Group on Communications Technology for Automated Driving [from CITS] | [TD359](http://www.itu.int/md/meetingdoc.asp?lang=en&parent=T22-TSAG-240122-TD-GEN-0359) | This TD informs about the establishment of an Expert Group on Communications Technology for Automated Driving.  TSAG is invited to note. |
|  | **34** | **Reports and results of TSAG Working Parties** | | |
|  | 34.1.1 | WP1 Chair: (Draft) WP1 meeting report | [TD312](http://www.itu.int/md/meetingdoc.asp?lang=en&parent=T22-TSAG-240122-TD-GEN-0312) | **For review and approval** [Tentative pending WP1 results]   1. Concerningdraft revised Recommendation A.8 *"Alternative approval process for new and revised ITU-T Recommendations"* as follows [**RG-WM-2**], TSAG is requested to:   a) advise the TSB Director to **seek clarification** from the next session of the ITU Council on the use of the term "chair", instead of "chairman", in new or revised Recommendations.  b) TAP Decide (**approve**) ITU-T A.8 ([TSAG-TD450](https://www.itu.int/md/T22-TSAG-240122-TD-GEN-0450/en)).  c) **request** TSB to pre-publish ITU-T A.8 (as contained in [TSAG-TD450](https://www.itu.int/md/T22-TSAG-240122-TD-GEN-0450/en)) but to wait for the clarification of the Council before proceeding with the final publication.  NOTE – [TSAG-TD450](https://www.itu.int/md/T22-TSAG-240122-TD-GEN-0450/en) uses the term "chairman".   1. **Determine** draft revised Recommendation ITU-T A.7 "Focus groups: Establishment and working procedures" ([TSAG-TD453-R1](https://www.itu.int/md/meetingdoc.asp?lang=en&parent=T22-TSAG-240122-TD-GEN-0453)). **[RG-WM-3]** 2. TSAG to: **[RG-WM-4]**   a) initiate the process for the deletion of ITU-T A.4 and A.6 using the justifications in [TSAG-TD394-R1](https://www.itu.int/md/meetingdoc.asp?lang=en&parent=T22-TSAG-240122-TD-GEN-0394), to start three months prior to the TSAG meeting in July 2024 (so that the deletion would come into force at the same time when TSAG considers the approval of ITU-T A.24); TSAG TSB is requested to consider cross-referencing the related circulars.  b) determine new Recommendation ITU-T **A.24** "Collaboration and exchange of information with other organizations" ([TSAG-TD470-R1](https://www.itu.int/md/meetingdoc.asp?lang=en&parent=T22-TSAG-240122-TD-GEN-0470)).   1. TSAG to: **[RG-**WM**-5]**   a) **determine** ITU-T A.1-rev ([TSAG-TD456-R3](https://www.itu.int/md/meetingdoc.asp?lang=en&parent=T22-TSAG-240122-TD-GEN-0456));  b) **determine** A.JCA ([TSAG-TD467-R1](https://www.itu.int/md/meetingdoc.asp?lang=en&parent=T22-TSAG-240122-TD-GEN-0467));  c) **continue refining** new A.1 Appendices II and III ([TSAG-TD478](https://www.itu.int/md/meetingdoc.asp?lang=en&parent=T22-TSAG-240122-TD-GEN-0478)) until the next TSAG meeting in July 2024 where these Appendices submitted for agreement (with the intention to integrate them in the final publication of ITU-T A.1‑rev).  NOTE – The principles of ITU-T A.13 are applicable to "appendices to Recommendations agreed separately from the base text of the Recommendation" (A.13 clause 6).   1. **Change the status** of draft Supplement A.SupplRA to draft ITU-T Recommendation A.RA "Guidelines on the appointment and operations of registration authorities". **[RG-WM-7]** 2. Establish the following **new work items**: **[RG-WM-8]**   a) draft Recommendation ITU-T A.JCA "*Joint coordination activities: Establishment and working procedures*" ([TSAG-TD468](https://www.itu.int/md/meetingdoc.asp?lang=en&parent=T22-TSAG-240122-TD-GEN-0468));  b) draft A-Series Supplement A.SupplSGA "*Guidelines for the development of a standards gap analysis*" ([TSAG-TD454-R3](https://www.itu.int/md/T22-TSAG-240122-TD-GEN-0454/en)).   1. TSAG to assign WTSA Resolutions 40 and 80 to RG-WM in addition to those listed in [TSAG-TD463](https://www.itu.int/md/meetingdoc.asp?lang=en&parent=T22-TSAG-240122-TD-GEN-0463), and to update the [RG-WM ToR](https://www.itu.int/en/ITU-T/tsag/2022-2024/Pages/Rapporteur-Groups.aspx) accordingly. [RG-WM-9] 2. TSAG to agree to **send** the following two **LSs**: 3. [TSAG-TD479](http://www.itu.int/md/meetingdoc.asp?lang=en&parent=T22-TSAG-240122-TD-GEN-0479): LS/o on latest WTSA Action Plan and draft "WTSA preparation guideline on Resolutions" [to all ITU-T SGs and regional telecommunication organizations]. **[RG-WTSA-3]** 4. [TSAG-TD477](https://www.itu.int/md/meetingdoc.asp?lang=en&parent=T22-TSAG-240122-TD-GEN-0477): LS/o on guidelines for the preparation of contributions and the role of SG Mentors [to all SGs] **[RG-WM-6]** 5. TSAG to agree to the update of the work programme of RG-WTSA as found in [TSAG-TD462](http://www.itu.int/md/meetingdoc.asp?lang=en&parent=T22-TSAG-240122-TD-GEN-0471) [RG-WTSA-4] and of RG-WM as found in [TSAG-TD397-R1](http://www.itu.int/md/meetingdoc.asp?lang=en&parent=T22-TSAG-240122-TD-GEN-0397) [RG-WM-9]. 6. Authorize the following RGMs: RG-WTSA to hold two interim rapporteur group meetings (all online), as listed in §‎7.1 [RG-WTSA-4] and RG-WM to hold six interim rapporteur group meetings (all online), as listed in §‎7.2 [RG-WM-10]. 7. Confirm the appointment of Mr Samuel Agyekum (Ghana) as Associate Rapporteur of RG-WTSA, as replacement to Mr I. Boateng [**WP1-2**].   **Approve** the WP1/TSAG report. [**WP1-1**] |
|  |  | **TAP Approval (Recommendation ITU-T A.8)** | | |
|  | 34.1.2 | TSB: Results of consultation with Member States - TSB Circular 111 | [TD444](http://www.itu.int/md/meetingdoc.asp?lang=en&parent=T22-TSAG-240122-TD-GEN-0444)R1 | Eleven Member States responded agreeing to authorize TSAG to proceed with the Approval; One Member State among the 11 Member States provided comments.  TSAG may proceed with consideration of approval. |
|  | 34.1.3 | Rapporteur, RG-WM: (for TAP approval) Draft revised Recommendation ITU-T A.8 "Alternative approval process for new and revised ITU-T Recommendation" | [TD450](http://www.itu.int/md/meetingdoc.asp?lang=en&parent=T22-TSAG-240122-TD-GEN-0450) | For approval |
|  | 34.2 | WP2 Chair: (Draft) WP2 meeting report | [TD315](http://www.itu.int/md/meetingdoc.asp?lang=en&parent=T22-TSAG-240122-TD-GEN-0315)R1 | **For review and approval**  **Actions related to RG-IEM**   1. **WP2-1:** Agree the date for *the Industry Engagement workshop*, 19 April 2024, Geneva 2. **RG-IEM-1**: Request the TSB to issue a Circular letter announcing the industry. engagement workshop in Geneva, 19 April 2024.   **Actions related to RG-WPR**   1. **RG-WP2-2:** Agree on consolidation of ITU-T SG9 and SG16. 2. **RG-WPR-2**: Approve Liaison Statement *on consolidation of ITU-T SG9 and SG16 [to ITU-T SG9, SG16]* - [TD484](https://www.itu.int/md/T22-TSAG-240122-TD-GEN-0484/en)-R1 3. **RG-WPR-3**: Approve Liaison Statement to *on WTSA-24 preparations [to all ITU-T SGs] -* [TD485](https://www.itu.int/md/T22-TSAG-240122-TD-GEN-0485/en) 4. **RG-WPR-4**: Approve Liaison Statement *on the new work item ITU-T Q.TSCA which defines procedure for issuing digital certificates for signalling security [to ITU-T SG2, SG11, SG17] -* [TD475](https://www.itu.int/md/T22-TSAG-240122-TD-GEN-0475/en)-R1   **Actions related to RG-DT**   1. **WP2-3**: Per the agreement, reached at the previous TSAG meeting, on the rotation principle of chairing the group, nominate Mr Ahmad Sharafat (Iran) to be the Rapporteur and Mr Ahmed Said (Egypt) - the Associate Rapporteur for RG-DT. Ms Cynthia Lesufi (South Africa) remains the Associate Rapporteur RG-DT.   **Actions related to RG-SOP**   1. WP2-4: Establish the Rapporteur Group on Strategic and Operational Planning (RG-SOP) with the ToR as shown in Annex 1 of this report. 2. WP2-5: Nominate Mr Victor Manuel MARTÍNEZ VANEGAS, Mexico, as the RG-SOP Rapporteur and Mr Bruce GRACIE, Ericsson Canada, and Mr Dao Tian (ZTE Corporation, China) as RG-SOP Associate Rapporteurs. 3. **WP2-6:** Agree that the new RG-SOP be reporting to TSAG Plenary directly   **Actions related to FG-MV**   1. **WP2-7**: Extend the lifetime of the FG-MV until June 2024. 2. **WP2-8:** Agree the distribution of the FG-MV Deliverables as shown in table of LS, [TD480](https://www.itu.int/md/T22-TSAG-240122-TD-GEN-0480/en)-R1 as well as in Annex 2 of this report. 3. **WP2-9:** Approve Liaison Statement on metaverse [to all ITU-T SGs] – [TD480](https://www.itu.int/md/T22-TSAG-240122-TD-GEN-0480/en)-R1   **Actions related to WP2**   1. **WP2-10:** Agree the interim activities plan – clause 7 of this report 2. **WP2-11**: Approve Liaison Statement on action item 73-17 (Resolution 73 on environment and climate change) [to ITU-T SG5] – [TD474](https://www.itu.int/md/T22-TSAG-240122-TD-GEN-0474/en) 3. **WP2-12:** Agree to close the WTSA Action plan items 73-06, 73-17, 94-02 and 94-04 4. **WP2-13**: Approve the WP2/TSAG meeting report – TD315 (this document) |
|  | **35** | **Additional actions to be undertaken by TSAG (if any)** | | |
|  | **36** | **ITU-T meeting schedule including date of next TSAG and IRM meeting(s)** | | |
|  | 36.1 | Next TSAG and IRM meetings |  | 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:   * Geneva, Monday 29 July – Friday 2 August 2024 (tbc) |
|  | 36.2 | TSB: Interim Rapporteur Group Meeting (RGM) schedule | [TD481](http://www.itu.int/md/meetingdoc.asp?lang=en&parent=T22-TSAG-240122-TD-GEN-0481) | This TD shows planned RGMs.  TSAG is invited to note. |
|  | 36.3 | Director, TSB: Schedule of ITU-T meetings in 2024 | [TD413](http://www.itu.int/md/meetingdoc.asp?lang=en&parent=T22-TSAG-240122-TD-GEN-0413)R1 | This TD presents the meetings schedule for WTSA-24, TSAG, Study groups, Regional groups, Focus groups and Rapporteurs groups in 2024.  TSAG is invited to note. |
|  | **37** | **Any other business** | | |
|  | **38** | **Consideration of draft meeting Report** | | |
|  |  | Chair, TSAG: (draft) Report of the third TSAG meeting (Geneva, 22-26 January 2024) | [TD306](http://www.itu.int/md/meetingdoc.asp?lang=en&parent=T22-TSAG-240122-TD-GEN-0306) | TSAG delegates are invited to comment (14 day comment period) |
|  | **39** | **Closing remarks by the Director, TSB** | | |
|  | **40** | **Closure of meeting** | | |
| **End** |  | TSAG finishes at … | | |

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