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|  | INTERNATIONAL TELECOMMUNICATION UNION**TELECOMMUNICATIONSTANDARDIZATION SECTOR**STUDY PERIOD 2022-2024 | TSAG-TD454 |
| TSAG |
| Original: English |
| **Question(s):** | RG-WM | Geneva, 22-26 January 2024 |
| **TD** |
| **Source:** | Rapporteur, TSAG Rapporteur group on working methods |
| **Title:** | A.13 justification for a proposed new Supplement A.SupplSGA to the ITU-T A-series Recommendations "Guidelines for the development of a standards gap analysis" |
| **Purpose:** | Proposal |
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| **Keywords:** | standards gap analysis; |
| **Abstract:** | This is the A.13 justification for a proposed new A-series Supplement on "Guidelines for the development of a standards gap analysis". |

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| **Question:** | TSAG/RG-WM | **Proposed new ITU-T:****X Supplement****🞏 Implementer's guide****🞏 Technical paper****🞏 Technical report****🞏 Handbook****🞏 Other: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_** | Virtual, 10-17 January 2022 |
| **Reference and title:** | ITU-T A.SupplSGA "Guidelines for the development of a standards gap analysis" |
| **Base text:** | [TD385](https://www.itu.int/md/T22-TSAG-240122-TD-GEN-0385/en) | **Target date:** | January 2024 |
| **Editor(s):** | Olivier Dubuisson, Orange, olivier.dubuisson@orange.com | **Approval process:** | Agreement |
| **Purpose and scope** (defines what issue this non-normative document will address, thus permitting readers to judge its usefulness for their work; also defines the intent or objective of the non-normative document and the aspects covered, thereby indicating the limits of its applicability): |
| To enhance a common understanding of work that needs to be done, and to identify potential competitive advantages and strategic standardization opportunities while optimizing the allocation of resources, conducting a standards gap analysis might prove beneficial when a study group plans to:– expand its scope,– establish a new Question,– form a focus group, or– add a new work item to its work programme.A standards gap analysis can be developed by a study group, or provided in a contribution to a meeting and further refined by the study group. |
| **Summary** (provides a brief overview of the proposal):This Supplement provides guidelines to aid ITU-T study groups in developing a standards gap analysis of work done in other study groups or other standards development organizations. A standards gap analysis may be useful when a study group is considering new areas of work (i.e. establishing a new Question, establishing a focus group, adding a new work item to its work programme). |
| **Relations to ITU-T Recommendations or other documents** (approved or under development): |
| ITU-T A.1, A.7 |
| **Liaisons with other study groups or with other standards bodies:** |
| All study groups |
| **Supporting members that are committing to contributing actively to the work item:** |
| Canada, TBD |

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