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|  | INTERNATIONAL TELECOMMUNICATION UNION  **TELECOMMUNICATION STANDARDIZATION SECTOR**  STUDY PERIOD 2022-2024 | | TSAG-TD515 | | |
| TSAG | | |
| Original: English | | |
| **Question(s):** | | RG-SOP | | Geneva, 29 July - 2 August 2024 | |
| **TD** | | | | | |
| **Source:** | | Rapporteur, TSAG RG-SOP | | | |
| **Title:** | | Draft report of the meeting of RG-SOP (Geneva, 29 July – 2 August 2024) | | | |
| **Contact:** | | Víctor Manuel Martínez Vanegas  Rapporteur, TSAG RG-SOP Mexico | | | E-mail:    [victor.martinezv@ift.org.mx](mailto:victor.martinezv@ift.org.mx) |
| **Contact:** | | Bruce Gracie Associate Rapporteur, TSAG RG-SOP Canada | | | E-mail:     [bruce.gracie@ericsson.com](mailto:bruce.gracie@ericsson.com) |
| **Contact:** | | Dao Tian Associate Rapporteur, TSAG RG-SOP China | | | E-mail:     [tian.dao@zte.com.cn](mailto:tian.dao@zte.com.cn) |
| **Contact:** | | Hugues Dépoisier Counsellor, TSAG RG-SOP ITU/SG/FRMD | | | E-mail:     [hugues.depoisier@itu.int](mailto:hugues.depoisier@itu.int) |
| **Contact:** | | Kaoru Mizuno Counsellor, TSAG RG-SOP ITU/TSB | | | E-mail:     [kaoru.mizuno@itu.int](mailto:kaoru.mizuno@itu.int) |

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| **Abstract:** | This TD contains the draft report of the TSAG RG-SOP session during the TSAG meeting (Geneva, 29 July – 2 August 2024). |

**Action required:** TSAG is invited to consider the following report from RG-SOP.

**0 Introduction**

A meeting of the TSAG RG-SOP took place on 1 August 2024 1430-1545 hours.   
Mr Víctor Manuel Martínez Vanegas (Instituto Federal de Telecomunicaciones (IFETEL), Mexico), RG-SOP Rapporteur chaired the meeting, supported by Mr Bruce Gracie (Ericsson Canada), Associate Rapporteur of TSAG RG-SOP, and Mr Dao Tian (ZTE Corporation, China), Associate Rapporteur of TSAG RG-SOP.

1 **Opening and welcome**

The Rapporteur welcomed participants to this RG-SOP meeting. The agenda of the RG-SOP meeting as found in [TD514](http://www.itu.int/md/meetingdoc.asp?lang=en&parent=T22-TSAG-240729-TD-GEN-0514) was introduced by the Rapporteur and approved. List of documents available in [Annex A](#AnnexA) identified by the Rapporteur as relevant for discussion in RG-SOP was reviewed in the meeting.

The Rapporteur reminded the meeting of ToR of TSAG RG-SOP available in [Annex B](#AnnexB) (Annex E of [TSAG-R4(2024-01](https://www.itu.int/md/T22-TSAG-R-0004/en)). The ToR was noted by the meeting.

The Rapporteur noted the RG-SOP progress report available in [TD526](http://www.itu.int/md/meetingdoc.asp?lang=en&parent=T22-TSAG-240729-TD-GEN-0526) with progress made in an interim RG-SOP e-meeting since last TSAG January 2024 meeting. The progress report has been presented at and noted by TSAG Opening Plenary on 29 July 2024. The report was noted by the meeting.

2 **Review of the report of Industry Engagement Workshop in relation to strategic and operational planning**

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| 2.1 | Report of Industry Engagement Workshop | ([TD599](http://www.itu.int/md/meetingdoc.asp?lang=en&parent=T22-TSAG-240729-TD-GEN-0599)) | **To note.**  Presented at RG-SOP interim meeting on 18 June. |

The Rapporteur explained that the document was already presented at the interim meeting of RG-SOP and a number of comments have already been made. No additional comments were made at this meeting. The document was noted by the meeting.

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| 2.2 | Rapporteur, RG-IEM : Industry Engagement Proposed Actions sorted by target entities | [TD667R1](https://www.itu.int/md/T22-TSAG-240729-TD-GEN-0667/en)  (Output of RG-IEM meeting) | This document regroups the proposed actions from the industry engagement workshop for each target entity.  **To consider.**  To be approved by WP2 Plenary. |

The rapporteur explained that [TD667R1](https://www.itu.int/md/T22-TSAG-240729-TD-GEN-0667/en) has been developed by RG-IEM during this TSAG meeting and presents proposed actions to be taken by RG-SOP. The document also includes proposed five priorities. He highlighted the importance of continuing making efforts on the actions suggested in this document which are already included in the current Strategic Plan, such as the collaboration with other SDOs, Open Source communities and other stakeholders, as well as, bridging technology, strategy and policy gap. He also highlighted that ITU-T value proposition is to be considered by RG-SOP.

The Rapporteur suggested to continue to follow the discussion on the proposed actions at WTSA-24 and suggest improvements in texts of the strategic and financial plan.

No other comments were made at this meeting. The document was noted by the meeting.

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| 2.3 | Rapporteur, RG-IEM : Draft updated ITU-T action plan for a vibrant engagement of the industry | ([TD624R2](https://www.itu.int/md/T22-TSAG-240729-TD-GEN-0624/en))  (Output of RG-IEM meeting) | This document contains the draft updated “ITU-T action plan for a vibrant engagement of the industry” developed by TSAG RG-IEM in line with its terms of reference, and updated by the Industry Engagement Workshop Steering Committee, based on the outcomes of the workshop (19 April 2024).  The changes concern the addition of the learning & feedback paragraph in tables 2-12 for each action item in chapter 7, as well as a new chapter 8.  **To note.** To be approved by WP2 Plenary. |

The Rapporteur explained that [TD624R2](https://www.itu.int/md/T22-TSAG-240729-TD-GEN-0624/en) has also developed by RG-IEM during this TSAG meeting. He highlighted the importance to consider the updated ITU-T action plan included in this document for RG-SOP’s future steps. The document will be considered in future RG-SOP meetings. It was noted by the meeting.

**3 TSAG inputs to CWG-SFP for the elaboration of the draft Strategic and Financial Plan for 2028 - 2031**

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| 3.1 | ITU/SG/SPM: ITU’s Strategic Plans | [TD672](https://www.itu.int/md/meetingdoc.asp?lang=en&parent=T22-TSAG-240729-TD-GEN-0672) | **To note.**  Presentation will be made after 15:00.  Reference documents for information:  -Strategic plan for the Union for 2024-2027 ([PP-22 Res. 71](https://www.itu.int/en/council/Documents/basic-texts-2023/RES-071-E.pdf) )  -Preparation of the ITU strategic and financial plans for 2028-2031 ([C24/59 Rev.1](https://www.itu.int/md/S24-CL-C-0059/en)) |

The General Secretariat of ITU presented the power point slides in [TD672](https://www.itu.int/md/meetingdoc.asp?lang=en&parent=T22-TSAG-240729-TD-GEN-0672). The presentation provided information on the process for the development of ITU Strategic and Financial Plans, as well as the guidelines and the evolution to the new strategic framework.

The presentation was well appreciated by the meeting.

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| 3.2 | Ericsson Canada; Canada: Elements to consider for the ITU-T/TSAG input to CWG-SFP | [C103](http://www.itu.int/md/meetingdoc.asp?lang=en&parent=T22-TSAG-C-0103) | The purpose of this contribution is to identify a number of elements pertinent to ITU-T which could form the basis of a TSAG input to the Council Working Group on the elaboration of the draft Strategic Plan, 2028-2031. It is expected that the ITU-T contribution to the CWG will evolve over time based in part on contributions from the membership to RG-SOP, TSAG and the WTSA.  **To discuss.** |

Ericsson Canada presented [C103](http://www.itu.int/md/meetingdoc.asp?lang=en&parent=T22-TSAG-C-0103). The following points were highlighted:

- Linkage between the Strategic Plan and the Operational Plan regarding “International Telecommunication Numbering Resources” that is ITU-T’s Thematic Priority. This is one of the priorities but a more generic description of the Sector-wide priorities could be selected as an ITU-T Thematic Priority. A suggested text to be added to the Thematic Priorities are included in [C103](http://www.itu.int/md/meetingdoc.asp?lang=en&parent=T22-TSAG-C-0103).

- Definitions of Output and Outcome are not clear in the Strategic Plan. Output is defined in the Strategic Plan, but Outcomes is not defined, while it is included in the Operational Plan. Clarification on the relationship between these terms would be suggested.

- A new output in the ITU-T Operational Plan on the subject of the industry engagement would be suggested to promote fruitful and constructive cooperation and partnership between Member States and Sector Members.

Comments made to this Contribution include:

A Member State raised that in the past there have been both Output and Outcome included in the Strategic Plan, while Outcome has been deleted in some point. In his opinion, both terms should remain, but no definition would be needed while descriptions would be helpful. Output refers to a tangible and observable result of process, project, or action, to present the immediate deliverable that can be measured and assessed. Outcome is typically quantifiable and can be easily identified and documented.

Another Member State expressed their opinion that it would be premature to consider the Strategic Plan 2028-2031, and suggested to postpone the RG-SOP discussion to the next year, after the first CWG-SFP meeting and WTSA-24.

-Another Member State commented that all ITU-T priorities relate to standardization, and each ITU Sector work aims for the same overarching goals across the Union. It was questioned whether it would be necessary to consider detailed priorities.

- Then, it was commented that there has been a discussion on the ITU-R Operational Plan at RA in 2023 in Dubai, because it had not been possible to review the ITU- R Operational Plan, due to the merge in the Union’s Operational Plan. It was highlighted that the provision art. 197CA of the Convention requests TSAG to review the ITU-T Operational Plan. To this comment, TSB clarified that this RG-SOP meeting reviews ITU-T Operational Plan (under agenda item 4).

The Rapporteur thanked all comments made, and he suggested to consider these comments for the elaboration of TSAG inputs to CWG-SFP, in addition to the suggestion made by C103.

In considering these comments, the author of the contribution commented that postponing any discussion until after the first CWG-SFP and the WTSA would not be productive for a number of reasons. While it is recognized that the first CWG meeting will be organizational in nature, one of the key considerations in document C-103 is that there is a need for the advisory groups, including TSAG, to provide input on the future structure and formatting of the draft Strategic Plan, 2028-2031. TSAG would be well advised to provide comments in this regard.

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| 3.3 | TSB: Schedule of meetings in relation to TSAG inputs for the elaboration of the draft Strategic Plan, 2028-2031 | [TD665](https://www.itu.int/md/meetingdoc.asp?lang=en&parent=T22-TSAG-240729-TD-GEN-0665) | **To note.**  Reference document for information:  - Council Document ([C24/139](https://www.itu.int/md/S24-CL-C-0139/en)) - Resolution 1428: Establishment of the Council Working Group for strategic and financial plans for 2028-2031 |

TSB presented [TD665](https://www.itu.int/md/meetingdoc.asp?lang=en&parent=T22-TSAG-240729-TD-GEN-0665). The document was noted by the meeting.

**4 Operational plan for 2025-2028**

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| 4.1 | Four-year rolling Operational Plan for the Union for 2025-2028 | ([TD497](https://www.itu.int/md/T22-TSAG-240729-TD-GEN-0497/en)) | **To note.**  Presented at RG-SOP interim meeting on 18 June. Approved by the Council-24. |

The General Secretariat of ITU presented [TD497](https://www.itu.int/md/T22-TSAG-240729-TD-GEN-0497/en). The document was noted by the meeting.

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| 4.2 | ITU-T draft operational plan for 2025-2028 and 2023 performance report | [TD625](https://www.itu.int/md/T22-TSAG-240729-TD-GEN-0625/en) | TSAG **to review and to provide guidance** as deemed appropriate. Presented at RG-SOP interim meeting on 18 June. |

The General Secretariat of ITU presented [TD625](https://www.itu.int/md/T22-TSAG-240729-TD-GEN-0625/en).

Comments made at this meeting are including:

- Some KPI may need to be clarified in the future Operational Plan, e.g., T.1-a: Increased utilization of ITU-T recommendations can be measured by the number of downloads of Recommendations.

- In relation to BSG, the trend of participation in ITU-T standardization process from developing countries is not clear.

- In relation to chapter 2.9, whether ITU-T E.1121 and E.195 were considered in the development of relevant KPIs.

TSB noted the comments and will report the responses to next RG-SOP meeting.

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| 4.3 | ITU Regional Office Directors: Contribution of the ITU Regional Offices to the ITU-T Operational Plan and Coordination activities with TSB (January - June 2024) | ([TD552](http://www.itu.int/md/meetingdoc.asp?lang=en&parent=T22-TSAG-240729-TD-GEN-0552)) | **To note**.  Presented at TSAG Plenary. |

The document was already presented at TSAG Plenary. It was noted by the meeting.

**5 Future meetings**

The Rapporteur will inform RG-SOP of the date and time of the next RG-SOP meeting.

**6 AOB**

TSB explained that TSAG inputs to CWG-SFP would be submitted as Liaison Statements that can be approved by TSAG, also by correspondence. This was noted by the meeting.

**8 Closure of the meeting**

The Rapporteur closed the meeting at 16:00 on 1 August 2024, promised the draft report of the RG-SOP meeting will be available as [TD515](http://www.itu.int/md/meetingdoc.asp?lang=en&parent=T22-TSAG-240729-TD-GEN-0515) and will be presented at TSAG Plenary. He thanked contributors and meeting participants for their active involvement and fruitful discussions, the associate Rapporteurs and the ITU secretariat for their support.

Annex A:  
Documentation

| # | Category | TD/C # | Source | Title |
| --- | --- | --- | --- | --- |
|  | Admin | [TD514](http://www.itu.int/md/meetingdoc.asp?lang=en&parent=T22-TSAG-240729-TD-GEN-0514) | Rapporteur, RG-SOP | Agenda, RG-SOP |
|  | Admin | [TD526](http://www.itu.int/md/meetingdoc.asp?lang=en&parent=T22-TSAG-240729-TD-GEN-0526) | Rapporteur, RG-SOP | Progress report from interim TSAG RG-SOP meetings |
|  | Report | [TD515](http://www.itu.int/md/meetingdoc.asp?lang=en&parent=T22-TSAG-240729-TD-GEN-0515) | Rapporteur, RG-SOP | Reserved for: Report, RG-SOP |
|  | Information | [TD497](https://www.itu.int/md/T22-TSAG-240729-TD-GEN-0497/en) | TSB | Four-year rolling Operational Plan for the Union for 2025-2028 |
|  | Information (to review) | [TD625](https://www.itu.int/md/T22-TSAG-240729-TD-GEN-0625/en) | TSB | ITU-T draft operational plan for 2025-2028 and 2023 performance report |
|  | Information | [TD599](http://www.itu.int/md/meetingdoc.asp?lang=en&parent=T22-TSAG-240729-TD-GEN-0599) | Rapporteur, RG-IEM | Report of Industry Engagement Workshop |
|  | Information | [TD552](http://www.itu.int/md/meetingdoc.asp?lang=en&parent=T22-TSAG-240729-TD-GEN-0552) | ITU Regional Office Directors | Contribution of the ITU Regional Offices to the ITU-T Operational Plan and Coordination activities with TSB (January - June 2024) |
|  | Contribution | [C103](http://www.itu.int/md/meetingdoc.asp?lang=en&parent=T22-TSAG-C-0103) | Ericsson Canada; Canada | Elements to consider for the ITU-T/TSAG input to CWG-SFP |
|  | Information | [TD665](https://www.itu.int/md/meetingdoc.asp?lang=en&parent=T22-TSAG-240729-TD-GEN-0665) | TSB | RG-SOP: Schedule of meetings in relation to TSAG inputs for the elaboration of the draft Strategic Plan, 2028-2031 |
|  | infomration | [TD667R1](https://www.itu.int/md/T22-TSAG-240729-TD-GEN-0667/en) | Rapporteur, RG-IEM | Industry Engagement Proposed Actions sorted by target entities |
|  | Information | [TD624R2](https://www.itu.int/md/T22-TSAG-240729-TD-GEN-0624/en) | Rapporteur, RG-IEM | Draft updated ITU-T action plan for a vibrant engagement of the industry |
|  | Information | [TD672](https://www.itu.int/md/meetingdoc.asp?lang=en&parent=T22-TSAG-240729-TD-GEN-0672) | TSB; ITU/SG/SPM | RG-SOP: ITU’s Strategic Plans |

# Annex B: Terms of Reference for the Rapporteur Group on strategic and operational planning (RG-SOP)

* Function as the TSAG focal point to collect and provide appropriate input from TSAG for consideration of the Council Working Group for the elaboration of the draft strategic plan.
* Identify the key strategic priorities in ITU-T that are unique to the Sector or at least complementary to those undertaken by other SDOs.
* Consider a range of appropriate mechanisms, including the ITU-T homepage, where a narrative can be developed which illustrate the advantages of participating actively in the work of the Sector.
* Review of the annual ITU-T operational plans for approval by Council.
* Consider the input of TSAG Rapporteur Group (RG) - Industry Engagement and Metrics (including the Industry Engagement Workshop) and other Rapporteur Groups in general, from strategic and operational point of view.
* Analyze market needs and technological developments to identify areas where new standards or revisions are necessary.

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