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| A black and white logo  Description automatically generated with low confidence | INTERNATIONAL TELECOMMUNICATION UNION**TELECOMMUNICATIONSTANDARDIZATION SECTOR**STUDY PERIOD 2022-2024 | TSAG-TD488R1 |
| TSAG |
| Original: English |
| **Question(s):** | N/A | Geneva, 29 July – 2 August 2024 |
| **TD** |
| **Source:** | TSAG Management Team |
| **Title:** | Agenda for the TSAG closing plenary meeting on Friday, 2 August 2024 |
| **Contact:** | Mr Abdurahman M. AL HASSANChair, TSAG | E-mail: tsagChair@nca.gov.sa  |
| **Contact:** | Mr Bilel JamoussiTSB; Secretary TSAG | E-mail: bilel.jamoussi@itu.int |

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| **Abstract:** | This TD holds the draft agenda for the closing TSAG plenary session on 2 August 2024. |

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

Status: 2 August 2024

TSAG Contributions available at: <https://www.itu.int/md/T22-TSAG-240729-C/en>

TSAG TDs available at: <https://www.itu.int/md/T22-TSAG-240729-TD/en>

# Draft Agenda

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| **Friday, 2 August 2024, 1045 - 1730 hours** |
| **Timing****(Geneva time)** | **#** | **Agenda Item** | **Docs** | **Summary and Proposal** |
| **1045 hours** |  | **Draft agenda closing Plenary** | [TD488R1](http://www.itu.int/md/meetingdoc.asp?lang=en&parent=T22-TSAG-240729-TD-GEN-0488) | Contains the draft agenda for the closing plenaries for approval. |
|  | **13** | **Joint Coordination Activities (JCAs)** |
|  | 13.3.1 | Chair, JCA-QKDN: Report of the activities of the Joint Coordination Activity on Quantum Key Distribution Network (JCA-QKDN) | [TD545](http://www.itu.int/md/meetingdoc.asp?lang=en&parent=T22-TSAG-240729-TD-GEN-0545) | This TD provides the report of the recent activities of JCA-QKDN held on 17 May 2024.TSAG is invited to note. |
|  | **13.4** | **JCA on Machine Learning (JCA-ML)** |
|  | 13.4.1 | ITU-T SG13: LS/i on Continuation of JCA-ML with revised ToR | [TD649](http://www.itu.int/md/meetingdoc.asp?lang=en&parent=T22-TSAG-240729-TD-GEN-0649) | TSAG is invited to note.  |
|  | **14** | **Vocabulary** |
|  | 14.1 | Chair, SCV: Status report of SCV activities | [TD547](http://www.itu.int/md/meetingdoc.asp?lang=en&parent=T22-TSAG-240729-TD-GEN-0547) | This document contains the report of activities of the Standardization Committee for Vocabulary in the period February to June 2024.TSAG is requested to note this report and to consider asking the ITU-T study groups to restrict their work on new terms and definitions to their field of responsibility. |
|  | **15** | Digital Transformation Activities in 2024 |
|  | 15.1 | TSB: Digital Transformation Activities in 2024 | [TD494](http://www.itu.int/md/meetingdoc.asp?lang=en&parent=T22-TSAG-240729-TD-GEN-0494) | This TD contains information on the Digital Transformation Activities in 2024.TSAG is invited to note. |
|  | **16** | **Collaboration with other sectors and organizations** |
|  | 16.1 | ISCG, Chair: Report of the Inter-Sector Coordination Group on issues of mutual interest | [TD623](http://www.itu.int/md/meetingdoc.asp?lang=en&parent=T22-TSAG-240729-TD-GEN-0623) | This document presents a progress report on the work of the Inter-Sector Coordination Group (ISCG) on issues of mutual interest, highlighting the conclusions from its last meeting on 21st May 2024.TSAG is invited to note. |
|  | 16.2 | ISCG: LS/i on Mapping Table 3 - Mapping of ITU-D SG1 and SG2 Questions to ITU-T Questions | [TD569](http://www.itu.int/md/meetingdoc.asp?lang=en&parent=T22-TSAG-240729-TD-GEN-0569) | The ISCG presents Mapping Table 3, containing the mapping of ITU-D SG1 and SG2 Questions to ITU-T Questions for the Sectors' advisory groups information and action.TSAG is invited to note. |
|  | 16.3 | ITU-T representatives to IEC SMB/ISO TMB/ITU-T TSAG Standardization Programme Coordination Group (SPCG): Report on progress made by the IEC SMB/ISO TMB/ITU-T TSAG Standardization Programme Coordination Group (SPCG) | [TD582](http://www.itu.int/md/meetingdoc.asp?lang=en&parent=T22-TSAG-240729-TD-GEN-0582) | This TD reports on the progress made by the IEC SMB/ISO TMB/ITU-T TSAG Standardization Programme Coordination Group (SPCG) since the June 2023 TSAG meeting.TSAG is invited to note. |
|  | 16.4 | TSB: Update on the Results of Green Digital Action activities related to Green Standards and the World Standards Cooperation (WSC) | [TD657](http://www.itu.int/md/meetingdoc.asp?lang=en&parent=T22-TSAG-240729-TD-GEN-0657) | This document provides an update on the activities of the Green Digital Action at COP28 in Dubai in 2023, related to Green Standards and the World Standards Cooperation (WSC).TSAG is invited to note. |
|  | **17** | **Coordination with CITS** |
|  | 17.1 | Report on Collaboration on ITS Communication Standards and ITS-related activities | [TD546](http://www.itu.int/md/meetingdoc.asp?lang=en&parent=T22-TSAG-240729-TD-GEN-0546) | This TD provides the progress report of CITS since the last TSAG plenary in January 2024TSAG is invited to note this report. |
|  | 17.2 | CITS Expert Group on Communications Technology for Automated Driving: LS/i on the establishment of the Working Group on "Requirements for merging automatically into congested lanes" | [TD583](http://www.itu.int/md/meetingdoc.asp?lang=en&parent=T22-TSAG-240729-TD-GEN-0583) | This liaison is notifying the establishment of the Working Group on "Vehicular communications for merging automatically into congested lanes" (WG1).TSAG is invited to note. |
|  | **18** | **Reports and results of RG-SOP** |
|  | 18.1 | Rapporteur, RG-SOP:RG-SOP meeting report | [TD515](http://www.itu.int/md/meetingdoc.asp?lang=en&parent=T22-TSAG-240729-TD-GEN-0515) | For review and approval |
|  | **19** | **Reports and results of TSAG Working Parties** |
|  | 19.1 | WP1 Chair: (Draft) WP1 meeting report | [TD510](http://www.itu.int/md/meetingdoc.asp?lang=en&parent=T22-TSAG-240729-TD-GEN-0510) | WP1/TSAG requests the following actions from TSAG:1. Agree new A-Series Supplement 7 (ex A.SupWTSAGL) "WTSA preparation guideline on Resolutions" found in [TSAG-TD612-R3](http://www.itu.int/md/meetingdoc.asp?lang=en&parent=T22-TSAG-240729-TD-GEN-0612) **[RG-WTSA-2]**
2. Agree new A.BN "Briefing note on how to chair WTSA Sub-committee/Ad Hoc Group meetings" in [TSAG-TD613-R3](http://www.itu.int/md/meetingdoc.asp?lang=en&parent=T22-TSAG-240729-TD-GEN-0613) and include it in an Annex of the TSAG report to WTSA‑24 **[RG-WTSA-3]**
3. Send the liaison statements from RG-WTSA:
	1. to all ITU-T SGs and RTOs on A.Sup7 "WTSA preparation guideline on Resolutions" and latest WTSA Action Plan, found in [TSAG-TD678](http://www.itu.int/md/meetingdoc.asp?lang=en&parent=T22-TSAG-240729-TD-GEN-0678) **[RG-WTSA-4]**
	2. to ISCG, TDAG and RAG on A.Sup7 "WTSA preparation guideline on Resolutions", found in [TSAG-TD679](http://www.itu.int/md/meetingdoc.asp?lang=en&parent=T22-TSAG-240729-TD-GEN-0679) **[RG-WTSA-5]**
4. TSAG is invited to update the RG-WTSA work programme as found in [TSAG-TD683](http://www.itu.int/md/meetingdoc.asp?lang=en&parent=T22-TSAG-240729-TD-GEN-0683) **[RG-WTSA-6]**
5. Approve the following agreement in [TSAG-TD517-R2](http://www.itu.int/md/meetingdoc.asp?lang=en&parent=T22-TSAG-240729-TD-GEN-0517) §7 regarding the use of the term "in force" in place of an actual approval date for normative references in clause 2 of ITU-T Recommendations: [**RG-WM-3**]a) *It is agreed to use the current (date of approval) approach without updating the Author's guide for drafting ITU-T Recommendations;*b) *It is agreed that in the exceptional cases, e.g. of a common text with ISO/IEC JTC 1 (see Recommendation ITU T A.23) or an incorporation of text from another standards development organization (see Recommendation ITU-T A.25), and if there is a strong and justified need to reflect current practice in the originating SDO, the "(in force)" approach could be tolerated. In this case, the need should be documented in the meeting report of the Question for further approval by the study group or working party, as appropriate.*
6. Submit to WTSA-24 for information the current version of draft revised Recommendation ITU-T A.1 "Working methods for study groups of the ITU Telecommunication Standardization Sector" found in [TSAG-TD600-R3](https://www.itu.int/md/T22-TSAG-240729-TD-GEN-0600/en). *To simplify the document, TSB is asked to remove all comments before sending it to WTSA-24* [**RG-WM-9**]
7. Submit to WTSA-24 for information the current version of draft revised WTSA Resolution 22 "Authorization for the Telecommunication Standardization Advisory Group to act between world telecommunication standardization assemblies" as found in [TSAG-TD630-R4](https://www.itu.int/md/T22-TSAG-240729-TD-GEN-0630/en) **[RG-WM-10**]
8. Approve (TAP) draft revised Recommendation ITU-T A.7 "Focus groups: Establishment and working procedures" as found in [TSAG-TD629-R0](https://www.itu.int/md/T22-TSAG-240729-TD-GEN-0629/en) **[RG-WM-8**]
9. Agree the new A-Series Supplement 6 (ex A.SupplSGA) "Guidelines for the development of a standardization gap analysis" as found in [TSAG-TD541-R4](https://www.itu.int/md/T22-TSAG-240729-TD-GEN-0541/en) [**RG-WM-7**]
10. Send the following LSs from RG-WM:
11. to all study groups about the resolution of AAP comments, as found in [TSAG-TD669-R0](https://www.itu.int/md/T22-TSAG-240729-TD-GEN-0669/en) [**RG-WM-1**]
12. to all study groups about the use of specific editions (with a date of approval) for normative references in clause 2 of ITU-T Recommendations, as found in [TSAG-TD675-R0](https://www.itu.int/md/T22-TSAG-240729-TD-GEN-0675/en) [**RG-WM-4**]
13. to all study groups on the publication process of revisions, amendments and corrigenda to ITU-T Recommendations | ISO/IEC international standards published as common texts, as found in [TSAG-TD674-R0](https://www.itu.int/md/T22-TSAG-240729-TD-GEN-0674/en) [**RG-WM-5**]
14. to all study groups on the use of tools to develop ITU-T Recommendations, as found in [TSAG-TD676-R0](https://www.itu.int/md/T22-TSAG-240729-TD-GEN-0676/en) [**RG-WM-6**]
15. to all study groups on the agreement of new Supplement 6 to the ITU-T A-series Recommendations "Guidelines for the development of a standardization gap analysis", as found in [TSAG-TD685](http://www.itu.int/md/meetingdoc.asp?lang=en&parent=T22-TSAG-240729-TD-GEN-0685) **[WP1-3]**
16. Invite TSAG to approve the updates to the RG-WM work programme found in [TSAG-TD650-R0](http://www.itu.int/md/meetingdoc.asp?lang=en&parent=T22-TSAG-240729-TD-GEN-0650) [**RG-WM-11**]
17. Upon approval of A.24, **delete** A‑Series Supplement 5 "Guidelines for collaboration and exchange of information with other organizations" **[WP1-4]**
18. Authorize RG-WM to hold three interim rapporteur group meetings (all online) listed in §‎7.2 of [TD510](http://www.itu.int/md/meetingdoc.asp?lang=en&parent=T22-TSAG-240729-TD-GEN-0510) [**RG-WM-12**]
19. Approve the WP1 report in the most recent revision of [TSAG-TD510](http://www.itu.int/md/meetingdoc.asp?lang=en&parent=T22-TSAG-240729-TD-GEN-0510)
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|  | 19.2 | WP2 Chair: (Draft) WP2 meeting report | [TD513R1](http://www.itu.int/md/meetingdoc.asp?lang=en&parent=T22-TSAG-240729-TD-GEN-0513) | WP2/TSAG requests the following actions from TSAG:Actions related to RG-WPR1. WP2-1: agree to:
	1. include attachments 1, 2 and 3 of [TD598](http://www.itu.int/md/meetingdoc.asp?lang=en&parent=T22-TSAG-240729-TD-GEN-0598)  in the TSAG report to WTSA-24 concerning the consolidation of Study Groups 9 and 16 into new Study Group C (SGC)  with the updated title "*Technologies for multimedia, content delivery and cable television"*, noting the contentious sentence “In developing its studies, Study Group C will take into consideration societal and ethical aspects of intelligent applications.” in Attachment 1, *clause* B.2.
	2. Include [TD677](http://www.itu.int/md/meetingdoc.asp?lang=en&parent=T22-TSAG-240729-TD-GEN-0677) “list of SGC Questions” in the TSAG report to WTSA-24 for information
	3. provides SGC with attachment 4 of [TD598](http://www.itu.int/md/meetingdoc.asp?lang=en&parent=T22-TSAG-240729-TD-GEN-0598) for their consideration after WTSA-24.
2. WP2-2: instruct SG9 and SG15 chairs to proceed with the transfer of the Recommendations J.185 and J.186 at their earliest possibility.
3. WP2-3: Approve Liaison Statement on UAV and satellite communications, [TD684-R2](https://www.itu.int/md/T22-TSAG-240729-TD-GEN-0684/en)
4. WP2-4: Approve Liaison Statement on Questions to SG17, [TD686](https://www.itu.int/md/T22-TSAG-240729-TD-GEN-0686/en)

Actions related to RG-IEM1. WP2-5: Approve Action plan for a vibrant engagement of the industry, [TD624-R2](https://www.itu.int/md/T22-TSAG-240729-TD-GEN-0624/en) and agree to attach this action plan in an annex of the TSAG report and to include the action plan in the TSAG report to WTSA-24.

The measures or actions can be categorized into four pillars:* Raising awareness, refers to action plan AP1.1 and AP5.
* Adding value, refers to action plan AP1.2, AP1.3, and AP1.6.
* Attracting potential new sector members, refers to action plan AP1.4.
* Mapping of ITU strategic plan and indicators, refers to action plan AP1.5, AP1.7, AP3, and AP4.
1. WP2-6: Recommend for implementation the Industry Engagement workshop actions, [TD667-R1](https://www.itu.int/md/T22-TSAG-240729-TD-GEN-0667/en)
2. RG-IEM-1: Approve Liaison Statement on TSAG activities on industry engagement, [TD671](https://www.itu.int/md/T22-TSAG-240729-TD-GEN-0671/en)
3. WP2-7: Agree the revised text of Resolution 68 to form part of the TSAG documents submission to WTSA-24, [TD666-R4](https://www.itu.int/md/T22-TSAG-240729-TD-GEN-0666/en)
4. WP2-8: Agree the interim activities plan for RG-IEM (clause 6.1)

Actions related to RG-DT1. WP2-9: Include in the TSAG report to WTSA-24 the proposed new Resolution on Sustainable Digital Transformation in [TD682](https://www.itu.int/md/T22-TSAG-240729-TD-GEN-0682/en).
2. WP2-10: Agree the interim e-meetings for RG-DT (clause 6.1)
3. RG-DT-1: Approve Liaison Statement on activities and studies on sustainable digital transformation to UPU, [TD596](https://www.itu.int/md/T22-TSAG-240729-TD-GEN-0596/en).
4. WP2-11: Per the agreement, reached at the June 2023 TSAG meeting, on the rotation principle of chairing the group, nominate Mr Ahmed Said (Egypt) to be the Rapporteur and Mr Ahmad Sharafat (Iran) - the Associate Rapporteur for RG-DT. Ms Cynthia Lesufi (South Africa) remains the Associate Rapporteur RG-DT.

Actions related to FG-MV1. WP2-12: Agree the distribution of the FG-MV Deliverables as shown in [TD670](https://www.itu.int/md/T22-TSAG-240729-TD-GEN-0670/en).
2. WP2-13: Approve Liaison Statement with guidance on FG-MV Deliverables/outputs treatment [to all ITU-T SGs] - [TD673](https://www.itu.int/md/T22-TSAG-240729-TD-GEN-0673/en)-R1

Actions related to WP21. WP2-14: Recommend continuation of the current TSAG WP2 structure. Invite inputs to review the WP2 and its rapporteur groups terms of references at the first TSAG meeting in the next study period.
2. WP2-15: Approve the WP2/TSAG meeting report – [TD513-R1](https://www.itu.int/md/T22-TSAG-240729-TD-GEN-0513/en)
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|  | **20** | **Additional actions to be undertaken by TSAG (if any)** |
|  | **21** | **ITU-T meeting schedule including date of next TSAG and IRM meeting(s)** |
|  | 21.1 | Next TSAG and IRM meetings |  | Third Interregional Meeting (IRM#3) is proposed to be scheduled:* Monday, 9 September 2024 (virtual)

The first TSAG meeting in the study period 2025-2028 is proposed to be scheduled:* Geneva, 26-30 May 2025 (TBC)
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|  | 21.2 | Interim Rapporteur Group Meeting (RGM) schedule |  | **WP1** (Clause ‎7.2 of [TD510](http://www.itu.int/md/meetingdoc.asp?lang=en&parent=T22-TSAG-240729-TD-GEN-0510))**RG-WM*** 21 Jan 2025, 12:00-15:00
* 18 Feb 2025, 12:00-15:00
* 4 Mar 2025, 12:00-15:00

**WP2** (Clause 6.1 of [TD513R1](https://www.itu.int/md/T22-TSAG-240729-TD-GEN-0513/en))**RG-IEM*** 11 February 2025, 13:00 - 15:00
* 22 April 2025, 13:00 – 15:00

**RG-DT*** 10 December 2024, 13:00-15:00
* 29 January 2025, 13:00-15:00
* 6 March 2025, 13:00-15:00
 |
|  | 21.3 | Director, TSB: Schedule of ITU-T meetings in 2024-2025 | [TD500](http://www.itu.int/md/meetingdoc.asp?lang=en&parent=T22-TSAG-240729-TD-GEN-0500) | This document presents the meetings schedule for WTSA-24, TSAG, Study groups, Regional groups, Focus groups and Rapporteurs groups in 2024-2025.TSAG is invited to note. |
|  | **22** | **Any other business** |
|  | **23** | **Consideration of draft meeting Report** |
|  | 23.1 | Chair, TSAG: (draft) Report of the fourth TSAG meeting (Geneva, 29 July – 2 August 2024) | [TD489](http://www.itu.int/md/meetingdoc.asp?lang=en&parent=T22-TSAG-240729-TD-GEN-0489) | TSAG delegates are invited to comment by 23 August 2024 (14 day comment period). |
|  | **24** | **Closing remarks by the Director, TSB** |
|  | **25** | **Closure of meeting** |
| **End** |  | TSAG finished at … |

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