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|  | INTERNATIONAL TELECOMMUNICATION UNION**TELECOMMUNICATIONSTANDARDIZATION SECTOR**STUDY PERIOD 2022-2024 | TSAG-TD517 |
| TSAG |
| Original: English |
| **Question(s):** | RG-WM | Geneva, 29 July – 2 August 2024 |
| **TD** |
| **Source:** | Rapporteur, TSAG Rapporteur group on working methods |
| **Title:** | Draft Report of the meeting of RG-WM "Working methods" (Geneva, 30, 31 July and 1 August 2024) |
| **Contact:** | Olivier DubuissonOrangeFrance | E-mail: olivier.dubuisson@orange.com |
| **Contact:** | Stefano PolidoriTSB; Secretary RG-WM | E-mail: stefano.polidori@itu.int |

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| **Abstract:** | This TD provides the draft report for the RG-WM sessions (30, 31 July and 1 August 2024) during the TSAG plenary meeting. |

**Action required**: TSAG/WP1 is invited to consider the following actions and to approve this report from RG-WM.

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| **Actions for WP1:*** **Action 1: xxx**
* **Action 2: yyy**

NOTE: this section related to actions will be compiled in the last version of this report, before submitting to Working Party 1. |

**TUESDAY, 30 July 2024**

**1 Opening and welcome**

The meeting was chaired by Mr Olivier Dubuisson, Rapporteur of TSAG RG-WM, with the assistance of Mr Stefano Polidori, TSB Counsellor.

The meeting opened on 30 July at 11:15. The Rapporteur welcomed the participants and mentioned that, with regard to the agenda found in TD516R1, the documents between parentheses "(…)" were not meant to be presented but the meeting would do so if requested. Also, the Rapporteur mentioned that in some cases, detailed discussion will occur during ad hoc group sessions or future interim rapporteur group meetings. The Rapporteur also encouraged all delegates to give short intervention and respect a maximum time of two minutes when taking the floor.

The following documents were noted by the meeting:

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| 1.1 | TSB: TSAG interactive remote participation guidelines – Zoom Multilingual | ([TD492](https://www.itu.int/md/meetingdoc.asp?lang=en&parent=T22-TSAG-240729-TD-GEN-0492)) | To be considered by remote participants. |
| 1.2 | Supplement 4 to the ITU-T A-series "Supplement on guidelines for remote participation" | ([A Suppl.4](https://www.itu.int/ITU-T/recommendations/rec.aspx?rec=15253)) | To be considered by remote participants. |

**2 Agenda**

The agenda of the RG-WM meeting was adopted as found in TD516R1 with no changes. Mr Philip Rushton confirmed that he will brief RG-WM, when it is planned on this agenda, on results from Council in relation to electronic working methods.

**3 Progress report of interim rapporteur group meetings**

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| 3.1 | Rapporteur, TSAG RG-WM: Progress report from interim TSAG RG-WM meetings | ([TD527](https://www.itu.int/md/meetingdoc.asp?lang=en&parent=T22-TSAG-240729-TD-GEN-0527)R1) | RG-WM is invited to **note** this report (including the RGM reports that it references) which has been approved by the WP1 opening plenary.*Each result will be addressed under the corresponding item of this agenda.* |

The Rapporteur reminded that TD527R1 is the progress report of RG-WM to TSAG and details the advancement of the work pertaining to RG-WM since the latest plenary meeting of TSAG (January 2024).

RG-WM was very proactive and held six interim rapporteur group meetings (RGM) as reported below. The report of each meeting is also linked in the progress report:

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| **RG-WM e-meeting**  | **Terms of reference** | **Meeting report** |
| 21 Feb 2024 | Draft ITU-T A.RA | [DOC3 (240221)](https://extranet.itu.int/meetings/ITU-T/T22-TSAGRGM/RGWM-240221/DOCs/T22-TSAGRGM-RGWM-240221-DOC-0003.docx) |
| 13 Mar 2024 | Draft A.SupplSGA | [DOC5 (240313)](https://extranet.itu.int/meetings/ITU-T/T22-TSAGRGM/RGWM-240313/DOCs/T22-TSAGRGM-RGWM-240313-DOC-0005.docx) |
| 3 Apr 2024 | Draft ITU-T A.1-rev | [DOC5 (240403)](https://extranet.itu.int/meetings/ITU-T/T22-TSAGRGM/RGWM-240403/DOCs/T22-TSAGRGM-RGWM-240403-DOC-0005.docx) |
| 26 Apr 2024 | Draft ITU-T A.RA | [DOC5 (240403)](https://extranet.itu.int/meetings/ITU-T/T22-TSAGRGM/RGWM-240403/DOCs/T22-TSAGRGM-RGWM-240403-DOC-0005.docx) |
| 14 May 2024 | Draft A.SupplSGA; draft ITU-T A.1-rev | [DOC6 (240514)](https://extranet.itu.int/meetings/ITU-T/T22-TSAGRGM/RGWM-240514/DOCs/T22-TSAGRGM-RGWM-240514-DOC-0006.docx) |
| 2 July 2024 | A Suppl.4; draft A.SupplSGA; draft ITU-T A.1-rev. | [DOC9 (240702)](https://extranet.itu.int/meetings/ITU-T/T22-TSAGRGM/RGWM-240702/DOCs/T22-TSAGRGM-RGWM-240702-DOC-0009.docx) |

The RG-WM noted the progress report (including the RGM reports that it references) which has been approved by the WP1 opening plenary. Each result will be addressed under the corresponding item of this agenda.

**4** [**Rec. ITU-T A.8**](https://www.itu.int/ITU-T/A.8) **"Alternative approval process for new and revised ITU-T Recommendations"**

The following contribution and related TD were discussed:

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| 4.1 | Korea (Rep. of): Proposed modification to Rec. ITU-T A.8 | [C95](https://www.itu.int/md/T22-TSAG-C-0095/en) | This contribution proposes to facilitate the review process and Recommendation approval by emphasizing the role and responsibilities of the AAP comment submitter aligning those with the responsibilities of the editor and rapporteur.For discussion. |
| 4.2 | Rapporteur, RG-WM: Document to support the discussion of C95 on Rec. ITU‑T A.8 | [TD628](https://www.itu.int/md/T22-TSAG-240729-TD-GEN-0628/en) | This TD provides the rapporteur's analysis of the changes suggested in [C95](https://www.itu.int/md/T22-TSAG-C-0095/en).For discussion. |

Korea presented [C95](https://www.itu.int/md/T22-TSAG-C-0095/en), which was seconded by China Telecom. It proposes to amend Recommendation ITU-T A.8 to facilitate the review process and Recommendation approval by emphasizing the role and responsibilities of the AAP comment submitter aligning those with the responsibilities of the Editor of the Recommendation and relevant Rapporteur.

The Rapporteur presented [TD628](https://www.itu.int/md/T22-TSAG-240122-TD-GEN-0444/en) which pointed out that in ITU-T A.8 the resolution of comments is done under the direction of the SG chair. The Rapporteur also mentioned that the resolution of comments is currently resolved by the various study groups in multiple ways, which may depend on the culture and best practices of the different study groups. In general we are aware that in most cases the comment resolution is resolved by using electronic means (e.g., via emails), or at meetings (e.g., e-meetings or physical meetings). Also, the comment resolution is held under the direction of the SG chair, as stipulated by ITU-T A.8, who may delegate it to the Rapporteur or the Editor.

Some members expressed views that no changes are needed to clarify the comment resolution process in ITU-T A.8. Other members expressed views that if confirmation is requested to confirm a disposition of comments by a certain deadline, then 2 weeks may not be enough and perhaps 6 weeks may be more appropriated. Some members proposed to have a consistent way to address comment resolution, e.g., standardizing a way to use email reflectors or SharePoint systems of the SGs for communications related to comment resolution.

It was noted that the current in-force text of ITU-T A.8 does not forbid the chair of a SG to consider any option as suggested in C95 or by the various comments expressed.

The SG15 chair informed that SG15 has agreed on a set of guidelines on how to follow up on the comment resolution. In SG15 guidelines, only 5 business days is used to provide a final OK on the agreed disposition of comments.

The meeting agreed to submit a liaison statement to all SGs to gather information on the current way comment resolution is being addressed by the various study groups and collect feedback on this issue.

TD628 will be revised to include some editing agreed during the RG-WM session.

* **Action:**
* **RG-WM agreed to propose to Working Party 1 to issue a liaison statement to all SGs (found in** [**TD669**](https://www.itu.int/md/T22-TSAG-240729-TD-GEN-0669/en)**) to gather information on the current way comment resolution is being addressed by the various Study Groups.**

**5** [**Rec. ITU-T A.25**](https://www.itu.int/itu-t/recommendations/rec.aspx?rec=A.25) **"Generic procedures for incorporating text between ITU-T and other organizations"**

The following contribution was considered:

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| Russian Federation: Further improvement to Rec. ITU-T A.25 Amd.1 proposals | [C101](https://www.itu.int/md/T22-TSAG-C-0101/en) | This contribution proposes to review the usage of marks, based on TSAG and SG meetings in the last study period, and draft an amendment to Rec. ITU-T A.25.For **discussion**. |

It was seconded by Belarus, China and Iran. It proposes to develop an amendment to Recommendation ITU-T A.25 clarifying the usage of marks in an external standard to be incorporated (transposed) as an ITU-T Recommendations. In a nutshell, the proposal is to request that the A.25 justification contains a list of all marks used in the external standard.

Some members proposed that any change to ITU-T A.25 in relation to IPR should be consulted with the TSB Director’s IPR ad hoc group. Russia does not believe that their proposal has legal implications, so they do not consider useful to discuss it in the framework of the TSB Director’s IPR ad hoc group. On the contrary, in their view, these proposed updates to ITU-T A.25 could be decided by TSAG without further consultation, noting that Russia do not foresee changes in the current IPR guidelines, which are still applicable. The main reason why the list of marks should be comprehensive lies to the fact that it is up to the membership to decide whether the listed marks pose any issue. Some members also agree that clarifying the list of used marks could be useful. Others believe that providing the list of marks is not needed as these would be visible within the text provided for incorporation.

RG-WM considered that it may be too early to revise or amend ITU-T A.25 considering that it was recently revised. It was agreed to include this issue in the living list of RG-WM (TD601R2). It was also agreed that the co-rapporteurs of the TSB Director's IPR ad hoc group will recommend to the TSB Director to consult the IPR ad hoc group electronically on this matter.

* **Action:**
* **RG-WM agreed that the co-rapporteurs of the TSB Director's IPR ad hoc group recommend to the TSB Director to consult the IPR ad hoc group electronically on the issue proposed in** [**C101**](https://www.itu.int/md/T22-TSAG-C-0101/en)**.**

NOTE – The planned agenda item on **“**[**Author's Guide**](https://www.itu.int/oth/T0A0F000004/en) **for drafting ITU-T Recommendations”** could not be discussed for lack of time and was postponed to the next session of RG-WM.

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