|  |  |  |
| --- | --- | --- |
| The International Teleocmmunication Union - Connecting the World. | **International telecommunication union****Telecommunication Standardization Bureau** |  |
|  | Geneva, 18 January 2023 |
| **Ref:**  | **TSB Circular 068** | **To:**- Administrations of Member States of the Union;- ITU-T Sector Members;- ITU-T Associates;- ITU Academia**Copy to:**- The Chairmen and Vice-Chairmen of Study Groups;- The Director of the Telecommunication Development Bureau;- The Director of the Radiocommunication Bureau;- The Directors of the ITU Regional Offices |
| **Contact:** | **Gillian Makamara** |
| **Tel:** | +41 22 730 6206 |
| **Fax:** | +41 22 730 5853 |
| **E-mail:** | quantum@itu.int  |
| **Subject:** | **Establishment of the Joint Coordination Activity on Quantum Key Distribution Network (JCA-QKDN) and its first meeting (Geneva, 22 March 2023)** |

Dear Sir/Madam,

1 Further to the agreement by the ITU Telecommunication Advisory Group (TSAG) at its meeting from 12 to 16 December 2022, I am pleased to announce the establishment of the [Joint Coordination Activity on Quantum Key Distribution Network (JCA-QKDN)](https://www.itu.int/en/ITU-T/jca/qkdn/Pages/default.aspx).

2 The scope of JCA-QKDN is to coordinate quantum key distribution network (QKDN) standardization work within ITU-T and to serve as the point of contact between ITU-T and other standards development organizations, consortia and forums working on QKD-related standardization. The Terms of Reference are set out in **Annex A**.

3 TSAG appointed Junsen Lai, China Academy of Information and Communications Technology (CAICT), China as the JCA-QKDN Chairman and Mr Mark McFadden, United Kingdom as the JCA-QKDN vice-chairman.

4 JCA-QKDN is open to ITU-T members. Invited experts and designated representatives from other relevant intergovernmental organizations, Standards Development Organizations and Forums may also be part of the JCA.

5 The first meeting of JCA-QKDN will be held in Geneva on **22 March 2023** from **13:00 to 14:30 Geneva time** (in colocation with the meeting of [ITU-T Study Group 13](https://www.itu.int/en/ITU-T/studygroups/2022-2024/13/Pages/default.aspx) taking place from 13-24 March 2023). Registration is mandatory via the online registration form on the [JCA-QKDN homepage](http://itu.int/en/ITU-T/jca/qkdn).

Please note, that registration is also required for remote participation. If necessary, please contact the Secretariat at quantum@itu.int for assistance.

6 The meeting will be conducted in English only.

7 A webpage for JCA-QKDN has been set up and can be found at <http://itu.int/en/ITU-T/jca/qkdn>. Information related to its first meeting, including registration, the draft agenda and meeting documents will be available on the [JCA-QKDN homepage](http://itu.int/en/ITU-T/jca/qkdn).

8 Participants are encouraged to submit their inputs to JCA-QKDN by email to quantum@itu.int using the document template available on the [JCA-QKDN homepage](http://itu.int/en/ITU-T/jca/qkdn). To provide adequate time for this meeting’s preparation, participants are requested to submit their inputs by **13 March 2023** at the latest**.**

**Key deadlines**:

|  |  |
| --- | --- |
| 2023-03-20 | - Pre-registration (via the online registration form on the [JCA-QKDN homepage](http://itu.int/en/ITU-T/jca/qkdn)) |
| 2023-03-13 | - Submit inputs to JCA-QKDN by email to quantum@itu.int |

9 A draft meeting agenda, prepared by Junsen Lai, Chairman of JCA-QKDN is set out in **Annex B** below.

I wish you a productive and enjoyable meeting.

Yours faithfully,

Seizo Onoe
Director of the Telecommunication
Standardization Bureau

**Annexes**: 2

**ANNEX A**

**Terms of Reference for the**

**Joint Coordination Activity on Quantum Key Distribution Network (JCA-QKDN)**

**1 Scope**

The scope of JCA-QKDN is coordination of the ITU-T quantum key distribution network (QKDN) standardization work within ITU-T and coordination of the communication with standards development organizations, consortia and forums also working on QKD related standards.

​The JCA operates under the terms of Recommendation ITU-T A.1, Clause 5. The JCA operates according to the instruction in WTSA-20 Resolution 92.

**2 Objectives**

– The JCA-QKDN ensures that the ITU-T QKDN standardization work is progressed in a well-coordinated manner among relevant study groups, in particular, Study Group 11 on protocols and interoperability, Study Group 13 on network architecture and functions, and Study Group 17 on security.

– Whenever duplication of effort or planning issues are discovered, the JCA-QKDN will coordinate all activities related to QKDN with relevant study groups and report the results to TSAG.

– The JCA-QKDN considers and encourages possibilities of co-operation on QKD related standardization with relevant SDOs such as ISO/IEC JTC1, ETSI, IEEE, IETF/IRTF, CCSA, CEN-CENELEC FG QT, IEC TC 86, etc.

– The JCA-QKDN analyses the work of standards development organizations, consortia and forums for use in its coordination function and as part of its report provides information on this work for use by the relevant study groups in planning their work.

– In order to avoid duplication of work and assist in coordinating the work of the study groups, the JCA-QKDN acts as a point of contact within ITU-T and with other standards development organizations, consortia and forums working on QKD related standards.

– The JCA-QKDN maintains the SG13 roadmap for QKDN standardization which addresses on-going and published specifications from ITU, other relevant standard development organization, consortia and forums.

– In carrying out the internal coordinating role, participants in the JCA-QKDN will include representatives of relevant ITU-T study groups and other ITU groups.

– In carrying out the external collaboration role, representatives from other relevant standards development organizations, regional/national organizations, consortia and forums shall be invited to join the JCA-QKDN.

**3 Participation**

Participation is open to official representatives of all ITU-T SGs and TSAG and all ITU-T SG secretariat. Other ITU groups and relevant external bodies, standardization organizations in particular, may be invited to appoint a representative to join the group.

**4 Administrative support**

ITU-T Telecommunications Standardization Bureau (TSB) will provide secretariat and facilities support for JCA-QKDN within available resource limits.

**5 Meetings**

The JCA-QKDN works electronically using teleconferences and with face-to-face meetings as needed. Meetings will be held as determined by the JCA-QKDN and will be announced to its participants by the JCA e-mail reflector and posted on the ITU-T website. JCA-QKDN will meet during TSAG meeting if it needs to.

**6 Parent group and progress reports**

The JCA-QKDN will report to TSAG at its meetings. An executive summary will be sent to TSAG after each JCA-QKDN meeting. Progress reports and proposals will be sent to relevant study groups as necessary, in accordance with Recommendation ITU-T A.1, Clause 5.

**7 Leadership**

**Chairman:** Junsen Lai, China ​Academy of Information and Communications Technology (CAICT)​, China

**Vice-Chairman:** Mark McFadden, UK Department of Digital, Culture, Media and Sport (DCMS), United Kingdom​

**8 Other contacts**

JCA-QKDN secretariat (quantum@itu.inttsbjcadcc@itu.int).

**8 Lifetime**

See clause 5.10 of Recommendation ITU-T A.1.

**ANNEX B**

**Draft Agenda for the first JCA-QKDN Meeting**

**(Geneva, 22 March 2023, 13:00-14:30)**

1. Opening of the meeting
2. Approval of the agenda
3. Review of Terms of Reference of JCA-QKDN
4. Review of JCA-QKDN working methods
5. Review of standardization efforts in ITU-T Study Groups, other SDOs and Forums
6. Review of input documents and incoming liaison statements
7. Matters requiring coordination
8. Discussion on the roadmap for QKDN standardization
9. Next steps
10. Approval of outgoing liaison statements
11. Future meetings/events
12. Any other business
13. Closure of the meeting

\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_