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SERIES A: ORGANIZATION OF THE WORK OF THE ITU-T

Cooperation and exchange of information between ITU-T and national and regional standards development organizations

ITU-T Recommendation A.6

ITU-T RECOMMENDATION A.6

**COOPERATION AND EXCHANGE OF INFORMATION BETWEEN ITU-T AND
NATIONAL AND REGIONAL STANDARDS DEVELOPMENT ORGANIZATIONS**

Source

ITU-T Recommendation A.6 was prepared by ITU-T Telecommunication Standardization Advisory Group (TSAG) (1997-2000) and was approved under the WTSC Resolution No. 1 procedure on the 7th of September 1998.

FOREWORD

ITU (International Telecommunication Union) is the United Nations Specialized Agency in the field of telecommunications. The ITU Telecommunication Standardization Sector (ITU-T) is a permanent organ of the ITU. The ITU-T is responsible for studying technical, operating and tariff questions and issuing Recommendations on them with a view to standardizing telecommunications on a worldwide basis.

The World Telecommunication Standardization Conference (WTSC), which meets every four years, establishes the topics for study by the ITU-T Study Groups which, in their turn, produce Recommendations on these topics.

The approval of Recommendations by the Members of the ITU-T is covered by the procedure laid down in WTSC Resolution No. 1.

In some areas of information technology which fall within ITU-T's purview, the necessary standards are prepared on a collaborative basis with ISO and IEC.

NOTE

In this Recommendation the term *recognized operating agency (ROA)* includes any individual, company, corporation or governmental organization that operates a public correspondence service. The terms *Administration, ROA* and *public correspondence* are defined in the *Constitution of the ITU (Geneva, 1992)*.

INTELLECTUAL PROPERTY RIGHTS

The ITU draws attention to the possibility that the practice or implementation of this Recommendation may involve the use of a claimed Intellectual Property Right. The ITU takes no position concerning the evidence, validity or applicability of claimed Intellectual Property Rights, whether asserted by ITU members or others outside of the Recommendation development process.

As of the date of approval of this Recommendation, the ITU had not received notice of intellectual property, protected by patents, which may be required to implement this Recommendation. However, implementors are cautioned that this may not represent the latest information and are therefore strongly urged to consult the TSB patent database.

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COOPERATION AND EXCHANGE OF INFORMATION BETWEEN ITU-T AND NATIONAL AND REGIONAL STANDARDS DEVELOPMENT ORGANIZATIONS

(Geneva, 1998)

1   Scope

In order to facilitate the development of cooperative relationships with national and regional standards development organizations, and to encourage cooperation and information exchange, procedures are established, founded on the basis of reciprocity, for use when structuring the cooperation and information exchange process.

"National and regional standards development organizations", referred to as "standards development organizations" in the text that follows, are those organizations that develop standards recognized and implemented at the national and/or regional level. In this Recommendation, the term "approved document" refers to an official output of a standards development organization which has been formally approved. The term "draft document" refers to an output, which is still in draft form.

2   Procedures

Study Groups are encouraged to make use of documents, both approved and in draft form, provided by standards development organizations as appropriate. Similarly, standards development organizations are encouraged to make use of draft or approved ITU-T Recommendations. This Recommendation contains procedures for formal cooperation and exchange of information between ITU-T Study Groups and standards development organizations that qualify according to the criteria in Annex A. In particular, this Recommendation addresses the case of an organization accepting texts, in part or in whole, from another organization. The case of normative referencing is addressed in Recommendation A.5.

2.1   Establishment of the process for cooperation and exchange of information

Establishment of a process for cooperation and exchange of information between ITU-T Study Groups and standards development organizations should be considered on a case-by-case basis, and should be evaluated with due care and diligence using the set of criteria in Annex A. For ITU-T, the process is established at the Study Group level; for standards development organizations, the process is established at the appropriate level. To avoid multiple requests to a standards development organization for information pertaining to the criteria in Annex A, and to facilitate evaluation by Study Groups, the Director of the TSB makes such requests, and subsequently makes an analysis of the responses to verify that the organizations meet the relevant criteria.

2.1.1   Exchange of information initiated by an ITU-T Study Group

If a Study Group considers that it is beneficial to establish an exchange of information or documents with a standards development organization, the Study Group should first consult the Director's Action List (see 2.3) and obtain an analysis of that standards development organization from the Director. The Study Group reviews the analysis and decides whether to communicate with the standards development organization. Any areas of concern should be immediately shared with other interested Study Group Chairmen and the Director. If the Study Group approves, the Study Group

Chairman initiates the cooperation document acceptance and exchange processes in accordance with 2.2.

2.1.2 Exchange of information initiated by a national or regional standards development organization

If a standards development organization contacts the Director of the TSB to establish an exchange of information or documents with the ITU-T, the Director should first determine whether the exchange of information or documents is relevant to:

a)   the ITU-T Sector (for administrative issues); or

b)   one or more Study Groups (for topics relating to their work).

In case a), the Director evaluates the standards development organization according to the criteria in Annex A. If the Director approves, he initiates the exchange and informs the TSAG and all ITU-T Study Groups.

In case b), the Director performs an analysis and transmits it to the affected Study Group(s). If multiple Study Groups are involved, the decision of each Study Group should be communicated to the others, to the TSAG and to the Director of the TSB.

2.2   Implementation of the process for cooperation and exchange of information

2.2.1 Documents sent to qualified national and regional standards development organizations

A standards development organization may accept, in whole or in part, the text of a draft or approved ITU-T Recommendation, as all or part of the text of its draft document, with or without modification to the ITU-T text.

When a standards development organization decides to accept ITU-T texts, it notifies the TSB about the actions taken concerning those texts. The use, acceptance or reproduction of such texts by the standards development organization is subject to the copyright arrangements set out in 2.4.

The decision to send a text to a qualified standards development organization should be initiated by a Study Group Chairman with the agreement of the Study Group. The text is sent to the standards development organization by the TSB.

2.2.2 Documents received from qualified national and regional standards development organizations

An ITU-T Study Group may accept from a standards development organization, in whole or in part, the text of a draft document, or an approved document, as all or part of the text of a draft ITU-T Recommendation, with or without modification to the text.

When an ITU-T Study Group decides to accept texts from a standards development organization, it notifies the organization about the actions taken concerning those texts. The use, acceptance or reproduction of such texts by the ITU-T Study Group is subject to the copyright arrangements set out in 2.4.

Documents submitted to the ITU-T Study Groups by qualified standards development organizations should conform to criterion 8 in Annex A.

These documents are not issued as Contributions. They are issued by the Study Group concerned as Temporary Documents with a reference to the originating standards development organization.

2.3 Director's action list

The Director of the TSB is requested to establish and maintain an up-to-date action list and associated analyses of the national and regional standards development organizations which are being evaluated and/or have been accepted for cooperation and exchange of information, including identification of the Study Groups concerned. To assist the other Study Groups in making similar decisions, this action list should be made widely available, e.g., on-line in ITUDOC.

2.4 Copyright arrangements

The subject of modifications to texts and arrangements for royalty-free copyright licenses, including the right to sub-license, for texts accepted by either the ITU-T or by standards development organizations and their publishers and others, is a matter to be agreed upon between the TSB and the particular standards development organization. However, the originating organization fully retains the copyright for its texts.

2.5 Electronic document exchange

Where possible, the exchange of documents will be in electronic format. Questions of electronic links to enable document exchange is to be agreed upon by the Secretariats of the organizations concerned.

ANNEX A

Qualifying criteria for cooperation and exchange of information process with national and regional standards development organizations

NOTE – An Administration may require that cooperation and exchange of information with the ITU-T or its Study Groups, by a national or regional standards development organization within that Administration's jurisdiction, follow its established national procedures.

National or regional standards development organization attributes	Desired characteristics
1 Objectives/relationship of work to ITU-T work	Objectives should be the development, adoption and implementation of Standards and the provision of input into international standards organizations, especially ITU-T.
2 Organization: – legal status – accreditation – secretariat – nominated representative	 – should indicate in which country/countries it has legal status; – should indicate the accrediting entity; – should identify the permanent secretariat; – should identify a representative.
3 Membership (openness)	– national or regional standards development organization membership criteria should not preclude any party with material interest; – membership should comprise a significant representation of telecommunications interests.
4 Technical subject areas	Should be relevant to a particular Study Group(s) or ITU-T as a whole.

5 IPR Policy: – patents and trademarks – copyright	– should be consistent with ITU Policy statement; – as per agreement between ITU-T and the organization.
6 Working methods/processes	– should be well-documented; – should be open and fair; – should support competition; – should explicitly consider anti-trust issues.
7 Outputs	– outputs available to the ITU-T should be identified; – process for ITU-T to obtain outputs should be identified.
8 Documents submitted to the ITU-T	– should indicate source within the national or regional standards development organization (e.g. committee, subcommittee, etc.); – should indicate degree of stability of the document (e.g. preliminary, mature, stable, proposed date of adoption, etc.); – should indicate status of document (i.e. working document, draft, interim or approved standard).

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