

DRAFT MINUTES OF MEETING

Name of the Meeting	SGSS TP
Name of the Group	SGSS
Meeting ID	SGSS_TP#04_2021-22
Date	28 – 29 March, 2022
Time	10:00 AM – 04:00 PM (Day - 1) 10:00 AM – 04:00 PM (Day -2)
Type of Meeting	e-Meeting
Meeting Venue	Goto Meeting
Participants List	Attached as Annexure below
Status	DRAFT
Minutes responsible	SG Chairs & SGSS Secretarial team

1. Background for the meeting (if any):

2. Opening Plenary Session:

- I. Welcome
 - a. Establishment of Quorum
 - b. Readout TSDSI IPR Policy
- ii. Agenda and Minutes approval
 - a. [Approval of MoM of 21st – 22nd Dec 2021 SGSS TP](#)
 - b. [Approval of MoM of FCC 31st Jan 2022](#)
 - c. Review & Finalization of Agenda with Agenda Approval
- iii. Information Items
 - a. Work Group Chairs Introduction and Strategy Disclosure
- iv. [Liaisons \(Review Liaisons and Identify Actions\)](#)

3. Ongoing Study Items and work Items:

- i. Discussion on [SWIC 785 - Need of Post Quantum Cryptography in 5G Networks](#)
- ii. Discussion on [SWIC 786 - KYC norms for machine & custodian verification \(SI 77\)](#)
- iii. Discussion on IoT Identifier [\(SI 75\)](#)
- iv. Discussion on [SWIC 784 - Creation of Edge Intelligence standards for latency and privacy management](#) (SI 90)
- v. Discussion on way forward for TR Indian Languages for Financial transaction and Application [\(SI 67\)](#)
- vi. Discussion on [SWIC 782](#) - Study UAV/Drone 3GPP-5G standards applicability to India use cases [\(SI 93\)](#)
- vii. [SWIC 783 - PPDR \(SI 86\)](#) (Study of technical aspects for deployment of a pan-India Broadband PPDR network based on PS-LTE and 5G technology)
- viii. Discussion on [SWIC 787](#) - Rural Broadband Services & architecture [\(SI 85\)](#)
- ix. [Communications Requirements & Recommendations for the Energy Sector \(SI 87\) \(last SWIC 709\)](#)
- x. WI proposal for Cloud Service Specification [\(WI1-NIP197\)](#)
- xi. Common user profile to promote accessibility in audio visual media [\(SI 76\)](#)

- xii. Discussion on [SWIC 781](#) - Service Delivery using 3GPP Broadcast for TV, Radio, IPTV and File-casting ([SI 91](#))
- xiii. Discussion on [Use Cases and Trials – 5Gi for Automotive \(WI1-NIP260\)](#)

4. New Item Proposals:

- I. [NIP 267](#) - Use cases for autonomous networks in banking vertical (IDRBT)
- II. Discussion on [NIP 272 - Feasibility of Open-Source for 5G- Applications: RAN Intelligent Controller \(Presentation\)](#)
- III. [NIP 277](#) - NIP for futuristic architecture of 5G Backbone and Slicing (Indian Specific Architecture)
- IV. [NIP 278](#) - National Language Preference Repository for Indian Mobile Users
- V. [NIP 279](#) - A database of icons and terms in Indian languages for financial transactions

[5. Inter-ministerial committee framework for ALS – briefing](#)

- 6. [Update on Continuous Transposition \(A.K Mittal\)](#)
- 7. [Presentation - Global SDO Updates](#)
- 8. [Outreach Updates](#)

[DAY 1 SGSS Session 1: 10:00 – 11:30, 28th March 2022](#)

[A. Meeting Quorum and Start](#)

- a) SGSS Chair welcomed the participants and mentioned about the TSDSI IPR Policy.
- b) The Quorum was achieved

[B. Approval of Agenda](#)

- a) Agenda was updated as per requests from members.

[C. Approval of MoM of 21st– 22nd Dec 2021 SGSS TP](#)

[D. Approval of MoM of FCC 31st Jan 2022](#)

[E. Work Group Chairs Introduction and Strategy Disclosure](#)

- a) Chair – SGSS informed the SGSS about the formation of WGs and discussed the scope.
- b) It was clarified that the TSDSI WP may be updated, as required.
- c) Chair further informed that the GC will be updated regularly to achieve a sync-up.
- d) It was clarified that the highest priority for SGSS is to find opportunities to build normative standards.
- e) Chair suggested to make updates on the Start-up integration, Roadmap Committee, Outreach, TEC & BIS as regular part of SGSS TP agenda.
- f) WG chairs introduced themselves to the SGSS.
- g) Qualcomm – suggested that ToR updates be shown in respective WGs for members to help and provide valuable inputs.

F. Liaisons (Review Liaisons and Identify Actions)

- i. **TSDSI LS to TSDSI from GC** (*Request from DoT (DDG-SRI) - A study should be done on Fintech, Agritech and other verticals to assess readiness of existing Digital Infrastructure and enhancements needed to support Use cases of Advanced LTE and 5G use cases. This can lead to proposals which can be sent to respective vertical ministries.*)

Agreement & Action:

1. Forwarded LS should include the original LS text from DoT to TSDSI and further clearly capture the request from GC to SGSS.
2. Chairs – SGSS to work offline with WG chairs and suggest a way forward.

11:50 – 11:06 Bio Break

1. Discussion on SWIC 785- Need of Post Quantum Cryptography in 5G Networks

Discussion:

- a) Champion (CDOT) presented the contribution.
- b) Champion clarified that QKD is not in the scope of the Study Item but a mention can be made if required.
- c) Members suggested to include informative text in the annexure.
- d) Champion apprised that the team is waiting for the NIST report as its outcome will help conclude the TR.
- e) It was suggested to hold a FCC after 1 month or within a week of release of NIST report (whichever is earlier) and conclude the TR.

Agreement:

1. SWIC was approved.
2. Champion provided percentage completion of TR to be 65%.
3. Section 7 & 9 to be completed offline with supporters.
4. FCC to be held within 30 days or within a week of release of NIST report to conclude the report. In the meantime, cham
5. Potential impact of Quantum threats on 5G Verticals not to be handled separately.
6. Champion is suggested to socialize with external stakeholders to help address the standardisation gap or an interoperable industry system.

Actions:

1. Champion is requested to work with supporters offline to complete Section 7 & 9 of TR.
2. Champion is requested to include informative text in the annexure.
3. Champion is requested to work with WG chairs and secretariat to schedule the FCC to conclude the TR.

4. Champion is suggested to contact Mr. Rajesh Tuli (Coral N/W), asking if TSDSI can help in standardisation of encryption in the Railways communication systems. (Opportunity to address standardisation gap or an interoperable industry system)

2. Discussion on SWIC 786 - KYC norms for machine & custodian verification (SI 77)

Discussion:

- a) Champion (Sensorise) proposed the addition of text proposals to the TSDSI TR 6013 V1.0.0 in this contribution.
- b) The text is yet to be added in the TR.
- c) Suggested champion to make changes/updates within 1 week and circulate for review for 1 week and finalize the report.

Agreement:

1. It was agreed to update the already published TR as V2.0.0 after email review by SGSS for 1 week period.
2. Upon review by SGSS, TR to be published on TSDSI website as version V2.0.0.

Actions:

1. Champion is requested to make changes as proposed in the SWIC within 1 week and circulate the updated TR (V2.0.0) on SGSS reflector for review and comments for 1 period of 1 week.

3. Discussion on IoT Identifier (SI 75)

Discussion:

- a) Chair – SGSS apprised the SGSS about the deliberations on this subject in several WG meetings of TEC (i.e., Security by Design and IoT groups)
- b) Chair – SGSS further informed about the initiative by several academic institutions.
- c) It was suggested to discuss offline to finalize the TR and then take the with the TEC experts and academic institutions to

Agreement:

1. WG chairs agreed to discuss offline about the current status of baseline document TR and next steps.

Actions:

1. WG Chairs were suggested to interact with the TEC group on Security by Design to check if development of this SI is in line with their work

2. Academic institutions working on the subject. Chair was suggested to socialise with IITs to check with the status.
3. Chair – SGSS and Secretariat to help WG chairs with the logistic support (e.g., contact details etc.)

12:30 - 14:00 Lunch Break

4. Discussion on [SWIC 784 - Creation of Edge Intelligence standards for latency and privacy management](#)

Discussion:

- a) Champion (IIT-Delhi) presented the contribution.
- b) The champion desired to initiate work on the standardization gap identified in this SI.
- c) Champion presented the status of completion and proposed next steps on day 2 of the TP.

Agreement:

1. The completion status of the document is 70 %.
2. The TR is expected to be completed by next TP.
3. A new proposal for the WI to work on standardization gap is to be submitted by the champion.

Actions:

- a) Champion is requested to work offline with supporters to complete and submit the TR preferably by next SGSS TP.
- b) Champion is requested to discuss offline with the supporters and propose/circulate a NIP in the SGSS for the WI within 3 weeks.

5. Discussion on SWIC 749 - Indian Languages support for financial transaction (ILFTA – SI 67)

Discussion:

- a) Co-Champion (Sensorise) apprised the SGSS about the outcome of the offline meetings with the champion and supporters of ILFTA study item.

Agreement:

1. It was agreed that Sensorise the NIP to create specifications for national language repository basis recommendations mentioned in 5.4.1 and 5.4.2 of TSDSI TR 6014 V1.0.0.
2. IIT-Bombay to submit a NIP on standardization of Graphical/ Iconography for language challenged.

Actions:

1. Champions Sensorise and IIT-Bombay were requested to submit the NIPs along with the ToC, ToR, and timeline on day 2 for discussion.

6. Discussion on [SWIC 782 - Study UAV/Drone 3GPP-5G standards applicability to India use cases \(SI 93\)](#)

Discussion:

- a) Champion (Nokia) presented the contribution.
- b) It was suggested by the members that a similar study is going on in BIS and an attempt be made to avoid any overlap.

Agreement:

1. ToC and Scope are agreed.
2. TR embedded in SWIC 782 is considered as baseline.
3. Email discussion to address the comments received during the discussion.

Action:

1. An email discussion is to be initiated for period of 1 week to address the following comments as well as invite other comments –
 - a. Limit the scope to Rel. 17.
 - b. Evaluate UTM interaction in NSA mode
2. Overlap with BIS activity to be addressed by the Champion and Chair –SGSS.

Day 1 meeting closed at 1600

[DAY 2 SGSS Session, 29th March 2022](#)

Meeting started at 10:00 with the SGSS Chair welcoming the participants. After seeking views from the participants, the agenda for Day 2 was approved.

7. Inputs from Roadmap Committee Workshop

Discussion:

1. Chair – Roadmap committee presented the updates on the recently held roadmap workshop.
2. Chair – Roadmap committee gave a summary of the 14 proposals that were submitted in the workshop.
3. Will wait for analysis and allocation of contributors' plan from roadmap committee probably from 8 weeks from now. SGSS will keep the Chair-Roadmap updated with how the Work is classified among the 3 WGs to figure out what support can be provided from SGSS.
4. Chair – Roadmap agreed to share the list of supporters with Chair – SGSS offline. It will help to encourage members becoming more active in TSDSI standardization activities.

8. Discussion on [NIP 277 - NIP for futuristic architecture of 5G Backbone and Slicing \(Indian Specific Architecture\)](#)

Discussion:

- a) Champion – IIT Delhi presented the NIP.
- b) It was felt that the NIP requires refinement.
- c) Chair – SGN felt that the nature of objectives of NIP are more apt for SGN.
- d) Chair - SGSS offered to discuss with Chair SGN to take decision on the conclusion of the NIP.

Agreement:

1. Decision regarding allocation of NIP to appropriate SG was taken in the closing plenary.

10:55 – 11:00 Bio Break

9. Discussion on [SWIC 783 - PPDR \(SI 86\)](#)

Discussion:

- a) Huawei presented the contribution which was the outcome of multiple drafting sessions.
- b) Suggested to have 1 drafting session to develop text for section 6 on Conclusion and finalize the report.

Agreement:

1. SWIC was agreed.
2. Section 3.2.A was agreed.
3. SGN to be invited in the drafting session

Actions:

1. Huawei is requested to populate the details about Prose/PC5 providing reference to SA 2 specification.
2. Secretariat to coordinate with SGSS and SGN to schedule a drafting session to develop text for section 6 on conclusion and finalize the report.
3. Secretariat to work with WG chair for scheduling FCC for approving the report and decide on the next steps.

10. Discussion on [SWIC 787 - Rural Broadband Services & architecture \(SI 85\)](#)**Discussion:**

- a) Champion presented the contribution.
- b) Champion apprised that the group is planning to organise a workshop among supporters in F2F mode possibly hosted by CDOT BLR.

Agreement:

1. SWIC 787 was agreed.

Actions:

1. Champion to share the status of completion and next steps with the secretariat.

11. Discussion on NIP 272 - Feasibility of Open-Source for 5G- Applications: RAN Intelligent Controller**Discussion:**

- a) Champion – TCS presented the revised NIP. The objectives were revised in this revision.
- b) Some members had a view that the NIP should be taken in SGN.

Agreement:

1. Chair agreed for need of a better mechanism for allocation of NIP to WGs as well as appropriate SGs.
2. NIP will be tabled for further discussion in the closing plenary.

12. Discussion on Communications Requirements & Recommendations for the Energy Sector (SI 87) (last SWIC 709)

Agreement and Action:

1. The champion and NSGM should engage in a workshop under the aegis of NSGM, involving all the stakeholders including the Academia and TSPs, Meter OEMs etc., so as to develop a fresh conclusion regarding the NIP Objectives and ToR.
2. The discussion should involve a discussion on IPV6, Security, Remote Management and Connectivity.
3. The NIP and the subsequent work is open to all TSDSI members, in fact, must have wide representation
4. Promoters and a champion to work offline to provide necessary support to the activity
5. RJio suggested that the discussion should also involve study on e2e solutioning. Ex: BIS16444 Software requirements are not tightly coupled with technology adoptions. So, based on study output recommendations to changes in BIS also can be envisaged.

13. Cloud Interoperability & Portability (CIP – WI1-NIP 197)

Discussion:

- a) Champion was not available to update on the WI.

Agreement:

1. WG Chair offered to discuss with Champion regarding the closure of the WI.

Actions:

1. Champion is requested to conclude open action items from previous meeting by 30th April.
2. WG Chair is requested to discuss with Champion regarding the closure of the WI.

14. Status update on SI 76 - Common User Profile Format

Agreement:

1. It was acknowledged that the Common User Profile item has been helping champion successfully place contribution in ITU
2. CUP SI to be closed in SGSS.
3. Global SDO contribution to CUP will be tracked in Global SDO contribution tracker.

1:30 - 14:00 Lunch Break

15. Discussion on NIP 278 - National Language Preference Repository for Indian Mobile Users

Discussion:

- a) Champion – Sensorise presented the NIP.
- b) Minor editorial fixes were suggested in the objective section of the NIP.

Agreement:

1. NIP 278 V2.0.0 was accepted as a WI with minor modifications.
2. Members - IIT-Madras, IDRBT, R-Jio, IIT-Bombay offered the support.
3. Champion to work on completing milestones as per the timeline mentioned in the NIP.

Actions:

1. Champion to circulate the first Draft including sections 1 to 6 within 30 days as per the mentioned timeline.

16. Discussion on NIP 279 - A database of icons and terms in Indian languages for financial transactions

Discussion:

- a) In the absence of Champion - IIT Bombay, co-champion – Sensorise presented the NIP.
- b) Some suggestions were made regarding the objective and description of the NIP.
- c) It was also suggested to reflect the output more clearly.
- d) It was pointed out that the TR 6014 referenced in the NIP uses the term “Mobile Transactions” whereas the NIP uses the term “Financial Transactions”. Co-Champion clarified that initial intention was to do the work for financial transactions but subsequently, decided to limit the scope of the TR to mobile users only.

Agreement:

1. In principal approval granted to NIP.
2. Text of Description to be refined.
3. Term “Open Source” in the Objective to be substituted with more suitable word that reflect the intention of developing a philosophy of iconography.
4. Expected outcome is to be added in the NIP.

Actions:

1. Champion is requested to incorporate comments within 1 week and circulate the updated NIP for email discussion for 1 week. If no objections are received, the NIP will be considered as approved.

17. Discussion on [SWIC 781 - Service Delivery using 3GPP Broadcast for TV, Radio, IPTV and File-casting](#)

Discussion:

- a) Champion presented the proposed LS.
- b) The purpose of the LS is to make the concerned bodies informed about the TR published in TSDSI.
- c) It was suggested that this process of informing the relevant organisations about the work in TSDSI (SGSS) using Liaison be followed for every TR/TS release in future.

Agreement:

1. Proposed LS approved.
2. The LS as drafted to be shared with relevant bodies subject to confirmation with DG and the Secretariat.

Actions:

1. SGSS Chairs to discuss with DG – TSDSI regarding the outreach mechanism and advice on the way forward.

18. Inter-ministerial committee framework for ALS – briefing

Discussion:

- a) Briefing was done by the Secretariat
- b) It was clarified that a google form requesting nominations was already shared with members via email.
- c) Link of the Nomination Form-
https://docs.google.com/forms/d/e/1FAIpQLScabrtd1Z3Pc-w54lfDocpH8ExPAeBsbd9FUWR3krCbQ_o-Fw/viewform

19. NIP 267 - Use cases for autonomous networks in banking vertical (IDRBT)

Agreement:

1. Champion – IDRBT did not joined the discussion. However, he had communicated that the proposal required work which will be addressed in the email discussion.

20. Discussion on 5Gi use cases and trials for automotive

Discussion:

- a) Champion was not available in the meeting.
- b) It was informed that the champion had agreed to continue the project with 5G.

Agreement:

1. Any changes to the WI shall be submitted formally by the Champion.

Action:

1. WG chair to discuss with champion (Tata Motors) regarding submission of a revised NIP to SGSS.
2. Champion to share the revised NIP over SGSS reflector for email review for 1 week. In case of objections received, it will be addressed in the next TP otherwise, the NIP will be considered as agreed.

21. (Decision Making) Session

- a) It was felt that a mechanism for allocating the NIP to WGs as well as appropriate SGs is needed.
- b) Huawei suggested to make changes in NIP template to address the above point

1. [NIP 277 - NIP for futuristic architecture of 5G Backbone and Slicing \(Indian Specific Architecture\)](#)

Agreement:

- a. As per request from the Champion, NIP 277 is transferred to SGN as the scope matches with their ToR

2. [NIP 272 - Feasibility of Open-Source for 5G- Applications: RAN Intelligent Controller](#)

Agreement:

- a. Subject to discussion and consensus from Champion and proponents of NIP 272 it may be transferred to SGN.

22. [Update on Continuous Transposition](#)

Advisor – SGN briefed the SGSS about continuous transposition updates. The proposal may replace the existing process of triggered based transposition. The proposal included transposition of TS only.

23. [Presentation - Global SDO Updates \(3GPP, ITU, oneM2M\)](#)

1. Advisor – SGN presented the 3GPP and ITU-R updates.
2. Advisor – SGSS presented the oneM2M updates.
3. Advisor – SGSS on behalf of Mr. Vishnu Ram – Consultant SGSS presented the ITU-T and WTSA updates
4. [SGSS Global SDO Contribution/ Coordination Strategy](#)
 - a) The conclusion of deliberations of TF for the SDO contribution and coordination strategy was presented to the SGSS.
 - b) It was suggested design a framework to guide contributions to global SDOs.

24. [Outreach updates](#)

1. Secretariat briefed SGSS about the outreach updates.

2. The outreach team was suggested to update the TSDSI meetings calendar with 3GPP/oneM2M WG meetings as well. The technical contributions are taken to WG meetings where the TSDSI IMs of 3GPP/oneM2M participate.

1. Statement(s) of Record, if any

2. Action Items (consolidated)

3. Statement of Patent Holder (if applicable)

4. Voting Results (if applicable)

Item put to vote	NIL
No. of Members present eligible to vote	
No. of votes in favor	
No. of votes not in favor	
Total votes cast.	

i. Future Meeting plan (if decided)

Annexure - I: Participants List

Name	Organization	Affiliation
A. K. Mittal	TSDSI	Secretariat
Abdul Kayum	TEC	Member
Abhishek Kumar	IIT KGP	Member
Abhishek Thakur	IDRBT	Member
Aditi Das	TSDSI	Secretariat
Akansha Arora	TSDSI	Secretariat
Akash Malik	TSDSI	Secretariat
Akshay	DSPWorks	Member
Akhilesh Srivastava	TCS	Member
Anindya Saha	Saankhya Labs	Member
Anirudha Joshi	IIT Bombay	Guest
Ankit M	Sensorise	Member

ANUJ JAIN	Sensorise	Member
Anurag Vibhuti	TSDSI	Secretariat
Amanjot Kaur Lamba	IITKGP	Member
Arzad Alam Kherani	IIT Bhilai	Member
Ashish Singh Patel	IIT Delhi	Member
Asif Iqbal	TSDSI	Secretariat
Aurindam Bhattacharya	C-DOT	Member
bindoo Srivastava	TSDSI	Secretariat
Brejesh Lall	IIT Delhi	Member
Byomakesh Mahapatra	IIT KGP	Member
Chandrakanta Rathore	TSDSI	Secretariat
CEWIT_LEKHA	CEWIT	Member
Chaithanya Velampalli	IIT KGP	Member
Charumati P	C-DOT	Member
Director General	TSDSI	Secretariat
Chittotosh Ganguly	IIT KGP	Member
DEBORSI BASU		
Dhiraj Kiran	Tejas network	Member
DIBBENDU	IITKGP	Member
Dr. Manjunath	wipro	Member
Dr Suresh Gupta	IITD	Member
Gaurav Shukla	IITD	Member
Gaurav(ceeri) Purohit		
Gokul tandan	Virtsoft	
Goutham Veerapu	IITB	Member
Guna Shekar	TSDSI	Secretariat
Gyan Prakash	Power Grid India	Member
HariKrishna Atluri	ERNET	Member
Harsha	C-DOT	Member
Hemant K Rath	TCS	Member
Jagdeep Walia	Ericsson	Member
Jishnu Aravindakshan	Tejas	Member
Joe Issac	Wipro Technologies - CTO Office	Member
Kpm		
Kumud Wadhwa	Power Grid India	Member
Mahesh Nayaka Mysore Annaiah	RJIL	Member
Md Shahbaz Akhtar	IIT Kharagpur	Member
Monika Jain	IITB	Member
Namrata	IITD	Member
Neeraj Dhawan	INVAS Technologies	Member
Neeraj Dindore	TATA Communications Ltd	Member
Niranth Amogh	Huawei	Member
Niwedita Pathak	TSDSI	Secretariat
Paventhan	ERNET	Member

Pimmy Gandotra	IITD	Member
PK Jaswal	TSDSI	Secretariat
Pranav Jha	IIT Bombay	Member
Pradeep Hirisave	Reliance Jio	Member
Prakash R(TSDSI SGN Chair)		Member
Preety Priya	IIT KGP	Member
Pritam Bishnoi	TSDSI	Secretariat
Punit Rathod	Qualcomm	Member
Rajesh I V	Cisco	Member
Rajesh Kapoor	TSDSI	Secretariat
RajeshKumar R,	TTBS	Member
Rakesh MEHROTRA	Samsung	Member
Rakesh Singh Rawat	C-DOT	Member
Rashmi Kamran	IITB	Member
Ravi Grover		
Roopa C	C-DOT	Member
Sabyasachi Mandal	C-DOT	Member
Samar Shailendra	Intel	Member
Sandeep Agrawal	C-DOT	Member
Satish Jamadagni	TSDSI	Member
Saurabh khare	Nokia	Member
Sendil	Ericsson	Member
Sharad (TSDSI SGSS Chair)	Sensorise	Member
Sharad Sadhu	Fh	
Shashvat		
Shefali Sinha	TSDSI	Secretariat
Shwetha Kiran	IIT Bombay	Member
Sundeep		
Sushil Kumar		
Sushila Seshasayee	CEWIT	Member
Swapnil Sarphare	TTSL	Member
Vijay Madan	TSDSI	Secretariat
Vinay Shrivastava	Reliance Jio	Member
vinti nayar	IITD	Member
Vishnu Ram TSDSI	TSDSI	Secretariat
Vivek	Cisco	Member
Vinay Shrivastava	Reliance Jio	Member

Notes:

Provide meeting details in Header: technical group, meeting ID, f2f or electronic, Version and meeting date (TSDSI-<SGxxWGxx>-MM-<Meeting ID>-<F2F or blank for electronic>-V<x.y.z>-meeting date yyyyymmdd>)

Document name should be same as the meeting name provided in header.

Detailed minutes can be documented in tabular format OR as section format- as per convenience.

Voting results (if applicable) should be documented.

Statement of Record section can document dissenting views expressed by members that have been requested to be recorded.

Statement of Patent Holder (if applicable) should be recorded.

Next meeting (if planned) should be documented.

*A1: The Roles specifies the roles of the individual in the WG, SG, TSDSI etc. It can be for example, Chair, Vice-Chair, Member, Secretariat, Invited expert etc.