

To: Experts of ITU-T SG16 Questions 1, 2, 3, 5, and 21/16

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De: Mr P Luthi, Rapporteur for Q1/16 (pluthi@cisco.com)
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Mr N Luo, Rapporteur for Q21/16 (Noah@huawei.com)
Mr K Wei, Associate Rapporteur for Q21/16 (weikai@catr.cn)

Subject: Preliminary Notice of Joint Rapporteur Meeting in Seoul

Date: 9 September 2014

Dear Experts of 1, 2, 3, 5, 21/16,

The subject meeting of ITU-T SG16 experts will be held at the Telecommunications Technology Association (TTA) offices in Seongnam-City, South Korea, located just outside of Seoul. The meeting is kindly being hosted by ETRI. Details of the proposed meeting are contained herein.

1 Date

3 (Monday) - 7 (Friday) November 2014

Rapporteur Meeting will start at 9:30 on the first day and close around 18:00 on the last day.

2 Venue

Telecommunications Technology Association (TTA)
47, Bundang-ro, Bundang-gu
Seongnam-si, Gyeonggi-do, 463-824
South Korea
Phone: +41 22 730 6805
Web: <http://www.tta.or.kr/English/>

3 Topics (tentative)

3.1 Review of the relevant group activities

3.2 Q1/16 - Multimedia systems, terminals and data conferencing

The objectives for this meeting are:

- Progress topics relative to F.femc and H.femc
- Progress topics relative to H.265 support in H.32x systems
- Progress topics relative to H.239 web applications
- Progress revision of H.224 and H.241
- Coordinate with other WP1/16 Questions

3.3 Q2/16 - Packet-based conversational multimedia systems and functions

The objectives for this meeting are:

- Coordinate with other SDOs, Questions, or Study Groups
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- Review items proposed for the H.323-Series Implementors' Guide
- Progress work on H.323, H.225.0, H.245, H.460.22, H.323 Annex on Assets, H.ASSET, H.460.SessionID, H.325/AMS, H.supp-web-apps, H.EMQ, and H.460.natbind
- Discuss miscellaneous and new work items

3.4 Q3/16 - Multimedia gateway control architectures and protocols

The objectives for this meeting are:

- Progress work on H.248.50 (Rev.), H.248.66 (ex H.248.RTSP), H.248.74 (ex H.248.MRCP), H.248.78 (Rev.), H.248.81 (Amd.2), H.248.WEBRTC, H.248.RTPMUX, H.248.STGROUP, H.248.SCTP, H.248.CLOUD, H.248.SHAPER, H.248 Sub Series IG, H Series Sup. 2, and H-Series Sup.Openflow
- Consider new material

3.5 Q5/16 - Telepresence systems

The objectives for this meeting are:

- Coordinate with other Questions
- Progress topics related to H.TPS-AV and H.TPS-SIG
- Consider new material

3.6 Q21/16 - Multimedia framework, applications and services

The objectives for this meeting are:

- Coordinate with other Questions
- Progress work on H.IVSReqs, H.VHN, H.VSMprot, H.P2PVSArch, H.VSMarch, H.IQAS, F.CCNMMS, F.PDRDReqs, and F.VSTPIW
- Consider new material

4 Documents



Registration of documents: by 23:59 UTC, 24 October 2014

Distribution of documents: by 23:59 UTC, 27 October 2014

Use the FTP site (or e-mail) for distribution

4.1 Document registration

Documents must be registered by the deadline specified above.

The preferred means of registering documents is electronically. You can register your document by visiting <http://www.packetizer.com/standards/itu-sg16/wp1/register.html>.

Alternatively, submit your requests to Mr Paul E. Jones (paulej@packetizer.com), Document Manager for this meeting.

Early indication of your submission plan is welcome and encouraged.

Once registered, a document number AVD-*nnnn* will be allocated.

To see the list of registered documents, see http://ftp3.itu.int/av-arch/avc-site/2013-2016/1411_Seo/1411_Seo.html.

Note – Prefix “AVD” comes from Audio, Video and Data.

4.2 Document template

You are advised to use the document template available from http://ftp3.itu.int/av-arch/avc-site/2013-2016/1411_Seo/AVD-template_1411_Seo.dotx.

4.3 File formats

Use of Word, PDF, ASCII or HTML is recommended. Contributions containing PowerPoint or Excel attachments are permitted, but should only serve to augment the text of the contribution.

4.4 Document distribution

All the contributors are requested to distribute their documents as early as possible, at least 7 calendar days in advance of the meeting (see the deadline at the top of this section) by posting them at either of the following:

- Uploading via FTP
 - Site: ftp3.itu.int
 - Login: avguest
 - Password: Avguest201007 (Note the uppercase 'A')
 - Directory: av-arch/avc-site/Incoming
- E-mail reflector
 - E-mail address: sg16-avd@lists.packetizer.com
 - To subscribe: sg16-avd-join@lists.packetizer.com
- E-mail to the Document Manager
 - Paul E. Jones (paulej@packetizer.com)

Please avoid the use of the mailing list when your document is voluminous.

4.5 Retrieving contributions

Contributions documents can be retrieved via HTTP or FTP once the document manager has an opportunity to put them into place.

The documents will be available through the following URLs:

http://ftp3.itu.int/av-arch/avc-site/2013-2016/1411_Seo/

ftp://ftp3.itu.int/avc-site/2013-2016/1411_Seo/

Login: avguest

Password: Avguest201007 (Note the uppercase 'A')

4.6 Document distribution and presentation

The document distribution/presentation at the meeting will be all electronic. Participants must bring along a laptop to access documents via the wireless LAN.

Wireless Internet access will be available in the meeting rooms.

Note – Make sure you have the right power adapter for South Korea. See

http://wikipedia.org/wiki/Domestic_AC_power_plugs_and_sockets. South Korea uses Type C (2-pin CEE 7/16) or Type F (2-pin with grounding clips, CEE 7/4).

5 Logistic information

The meeting will be hosted at the TTA in Seongnam-City, South Korea, located just outside of Seoul. The meeting room information can be found on the lobby screens. More detailed logistic information is provided in a separate “[Venue Information](#)” document. Also refer to the TTA site: <http://www.tta.or.kr/English/new/about/access.jsp>.

6 Registration and visa information

To register your meeting attendance, please send an email to the meeting organizer, Mr Paul E. Jones (paulej@packetizer.com), indicating your desire to attend the meeting.

Early registration of your attendance is welcome and encouraged, but preferably before 5 October 2014. People needing visa support letters (see below for requirements) should register as soon as possible.

Please remember that citizens of some countries are required to obtain a visa in order to enter and spend time in South Korea.

7 Hotel Room Reservation

Participants should contact the hotels directly regarding room availability and for making room bookings. No rooms have been reserved for this event.

Suggested Hotels nearby are (in no particular order or price) listed in the separate “[Venue Information](#)” document.

We are looking forward to meeting with you in South Korea!

Sincerely yours,

Patrick LUTHI

Paul JONES (Meeting Organize and Document Manager for this meeting)

Christian GROVES

Stephen BOTZKO

Noah LUO

Kai WEI
