**TDs**

* TDs should be provided to TSB in electronic format. TSB shall post electronically those TDs submitted as electronic files as soon as they become available; those submitted as paper copies will be posted as soon as practicable.
* Extracts from reports of other study group meetings or from reports of chairmen, rapporteurs or drafting groups shall be published as TDs.
* TDs can be produced during the meeting.

**Other ITU-T groups**

* **Focus group (FG)**
* The objective of focus groups is to help advance the work of the ITU Telecommunication Standardization Sector (ITU-T) study groups and to encourage the participation of members of other standards organizations, including experts and individuals who may not be members of ITU.
* **Intersector Rapporteur Group (IRG)**
* Intersector Rapporteur Groups (IRGs) are established to coordinate the progress of specific topics of mutual interest between sectors of the ITU.

**Joint Coordination Activity (JCA)**

* A Joint Coordination Activity (JCA) is formed to coordinate activities on topics of relevance across ITU-T Study Groups. They report their progress either to TSAG or to a particular study group.
* A joint coordination activity (JCA) is a tool for management of the work programme of ITU-T when there is a need to address a broad subject covering the area of competence of more than one study group.
* A JCA may help to coordinate the planned work effort in terms of subject matter, time-frames for meetings, collocated meetings where necessary and publication goals including, where appropriate, release planning of the resulting Recommendations.
* The study groups take JCA suggestions into consideration as they carry out their work.