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Jinan, 9 – 10 December 2019

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**Title:** Draft Agenda of the first meeting of the Focus Group on Quantum Information Technology for Networks

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**Keywords:** FG QIT4N; agenda; quantum information technology

**Abstract:** This document contains the draft agenda of the first meeting of the ITU-T Focus Group on Quantum Information Technology for Networks (FG-QIT4N).

**First Meeting of ITU-T Focus Group on Quantum Information Technology for Networks (FG QIT4N)**

Jinan, China, 9 – 10 December 2019

**Draft agenda**

**DAY 1 – 9 DECEMBER 2019**

Time	Agenda item	Doc No.
08:30 – 09:30	Registration	
09:30 – 10:30	<b>Opening session</b> <ul style="list-style-type: none"><li>• Welcome remarks from the host: <i>Host Representative TBD</i></li><li>• Opening remarks from ITU: <i>ITU Representative TBD</i></li><li>• Adoption of the draft agenda: <i>Co-chair TBD</i></li><li>• Opening remarks from FG Co-Chair(s): <i>ITU Representative TBD</i></li></ul>	<a href="#">QIT4N-1-001</a>

<b>Time</b>	<b>Agenda item</b>	<b>Doc No.</b>
	<ul style="list-style-type: none"> <li>• Presentation of the Terms of Reference: <i>Co-chair TBD</i></li> <li>• IPR call: <i>Co-chair TBD</i></li> <li>• Tour de table: <i>Introduction of all participants including their motivations for and expectations of FG QIT4N.</i></li> </ul>	<a href="#">QIT4N-I-002</a>
10:30 – 11:00	Coffee Break	
11:00 – 12:30	<b>Presentation on standardization activities on QIT</b> <ul style="list-style-type: none"> <li>• Presentation of ITU-T activities on QIT: <ul style="list-style-type: none"> <li>- ITU-T SG 17: <i>Representative TBD</i></li> <li>- ITU-T SG 13: <i>Representative TBD</i></li> </ul> </li> <li>• Presentation of other SDO's activities on QIT: <i>TBD</i></li> </ul>	
12:30 – 14:00	Lunch Break	
14:00 – 15:30	<b>Presentation on “What is an FG?”</b> <i>Speaker TBD</i> <b>Review of inputs leading to possible FG deliverables</b> <ul style="list-style-type: none"> <li>• Related contributions: <i>TBD based on contributions</i></li> </ul>	
15:30 – 16:00	Coffee Break	
16:00 – 17:15	<b>Review of inputs leading to possible FG deliverables</b> <ul style="list-style-type: none"> <li>• Related contributions: <i>TBD based on contributions</i></li> </ul>	
17:15 – 17:30	Wrap-up of Day 1	

## DAY 2 – 10 DECEMBER 2019

<b>Time</b>	<b>Agenda item</b>	<b>Doc No.</b>
09:00 – 10:30	<b>Review of inputs leading to possible FG deliverables</b> <ul style="list-style-type: none"> <li>• Related contributions: <i>TBD based on contributions</i></li> </ul>	
10:30 – 11:00	Coffee Break	
11:00 – 12:30	<b>Review of inputs</b> <ul style="list-style-type: none"> <li>• Related contributions: <i>TBD based on contributions</i></li> </ul>	
12:30 – 14:00	Lunch Break	
14:00 – 15:30	<b>Structure and management of the Focus Group</b> <ul style="list-style-type: none"> <li>• Discussion on FG deliverables and work plan</li> <li>• Definition of FG Working Group structure</li> <li>• Appointment of FG leadership (Vice-Chairs and Working Group Chairs)</li> <li>• <i>TBD based on contributions</i></li> </ul>	
15:30 – 16:00	Coffee Break	
16:00 – 17:30	<b>Closing</b> <ul style="list-style-type: none"> <li>• Plan for future meetings</li> <li>• Adoption of outgoing liaison statements</li> <li>• Meeting report review</li> <li>• AOB</li> <li>• Closing</li> </ul>	