



APPROVED MEETING REPORT
3GPP2 Organizational Partners Meeting #8
ARIB/CWTS/TIA/TTA/TTC
November 3, 2000
Tokyo, Japan

1. Opening

The meeting was opened by Mr. Akio Sasaki of ARIB, Chair of the November 3 2000 OP Committee meeting at 9:05 am (09:05hrs). The Chair welcomed everyone to Tokyo.

2. Attendance registration

The Secretary explained that no sign-in sheet would be circulated since the OP meeting is a meeting of the five 3GPP2 delegations. Prior to this meeting each OP was asked to provide a list of their delegates to the Secretariat. The results are presented in contribution [OP-20001103-002](#).

It was further reported that representatives from the Australian Communications Industry Forum (ACIF) expressed an interest in 3GPP2 and were consequently invited to attend this meeting. ACIF responded that they could not attend due to scheduling conflicts, and that they are interested in participating next year. Their correspondence to the Steering Committee chair and Secretariat is reflected in contribution [OP-20001103-008](#).

3. Approval of the agenda

The agenda presented in contribution [OP-20001103-001r3](#) was approved without modification.

4. Contribution Assignment and Status

The Secretary covered the contributions contained in document [OP-20001103-000](#).

5. Approval of previous meeting summary

The Secretary reviewed the summary of the last meeting contained in contribution [OP-20001103-003](#). No comments were submitted. The meeting report was approved as presented.

6. Correspondence

No correspondence was submitted.

7. Report from November 2 Steering Committee meeting

The Secretary covered the decision and action items from the previous day's 3GPP2 Steering Committee meeting covered in contribution [OP-20001103-014](#). The Chair invited comments. It was mentioned that the summary document did not contain two of the recommendations made by the Steering Committee concerning procedural matters. The Secretary indicated that the final summary document would contain the missing recommendations.

[Secretary's note: The updated summary of Steering Committee decisions and actions is available as [OP-20001103-014r1](#)]

8. Liaison reports

8.1 3GPP

Mr. Adrian Scrase (ETSI) provided a verbal report, which included the following:

- Transfer of GSM work is complete.
- New TSG GERAN is up and running
- There is a new release mechanism. 3GPP has altered its stance so that future releases be content based and will not necessarily align with the calendar year.
- 3GPP has also spent time constructing a work program using building blocks of work tasks and features. This has proven to be a lengthy task and a large work program. The full results are available on the 3GPP web site (www.3gpp.org).
- The next meeting of the 3GPP Organizational Partners and Project Coordination Group will take place the week of November 13, 2000 in San Francisco, CA.

9. Report from OP Finance Oversight Committee

Mr. Girish Patel, Chair of the 3GPP2 Finance Oversight Committee, indicated that this group met, some via teleconference and some face to face in Anchorage, Alaska on October 18, 2000. Mr. Patel introduced a number of the output

documents from this meeting as contributions to the sub-items under agenda item 9. These are:

- [OP-20001103-004](#) – Third Quarter Statement
- [OP-20001103-005](#) – 2001 Budget
- [OP-20001103-006](#) – Proposal for document coordinator
- [OP-20001103-007r1](#) – Membership report

9.1 Third Quarter Financial Statement

Document [OP-20001103-004](#) was covered by the Secretary.

During the questions that followed, TTA asked how the Partners intended to deal with the presumed year 2000 budget surplus. TTA highlighted that they saw a need to return some funds to their current individual members who may not be members of the Project next year. A discussion ensued which concluded with a clarification of the differentiation between income and surplus.

Surplus

Partners were reminded that a decision had already been reached to not refund the presumed surplus but to forward this surplus into 2001's funding agreement. The amount rolled over will be proportionate to the percentage paid into the Project by each Partner.

Income

The Chair of the OP Finance Oversight Committee further clarified that the option to refund funds to the Partners only applies to any overpayment of payment-in-kind income contributions, i.e. the estimate of meeting cost expenses established at the start of the funding period.

It was decided to revisit the issue of the budget surplus. The item was remanded to the OP Finance Oversight Committee.

ACTION: 2000/11-01

OP Finance Oversight Committee to put wording together concerning the treatment of the 2000 3GPP2 budget surplus.

TTA requested information concerning the cost percentage split between 3GPP2 and TIA applied to the hosting of meetings. The Secretary recapped the percentages verbally.

ACTION: 2000/11-02

3GPP2 Secretariat to provide a written report of the cost percentage split between 3GPP2 and TIA for all TSGs.

[Secretary's note: The Secretariat is currently in the process of gathering information from each of the TSG chairs regarding the cost percentage split for all TSGs in 2001. A report providing both year 2000 and 2001 percentages will be provided once this project is complete.]

9.2 Approval of 2001 Budget

The OP Finance Oversight Committee Chairman asked the Secretary to present contribution **OP-20001103-006** concerning the proposal to increase the 3GPP2 Secretariat headcount by one in the form of a document coordinator. The Chair brought the matter to the attention of the Partners for decision.

DECISION 2000/11-01

The 3GPP2 Organizational Partners approve the hiring of a Document Coordinator in the 3GPP2 Secretariat.

Following this decision, document **OP-20001103-005** (3GPP2 2001 budget) was introduced for discussion and decision. Two comments were submitted by the TIA delegation, namely:

- Increasing “LAN equipment and support” by \$10,000 to a total of \$20,000 in light of the need to upgrade the wireless component of the LAN for successful operation in Japan based on this country’s regulations.
- Allocating \$50,000 to a new line item “Internet access for LANs at meetings.”

Considerable discussion ensued concerning the subject of providing Internet access at TSG meetings during which hesitancy was expressed by a number of Partners based on the cost of providing such a service. This resulted in a modification of the proposal by TIA, which stipulated that the proposed line item would not exceed \$50,000 and would only be used if it was cost-effective to do so in the location in which the meeting is taking place. It was further suggested that this request could be accommodated without adding more money to the budget, but by reducing the “Technical Writers” line item as presented in contribution **OP-20001103-005** by \$50,000.

While it was agreed that the OP Finance Oversight Committee needed to consider these proposals further, the OP Finance Oversight Committee chair suggested that the Partners consider approving the bottom-line budget figure presented (\$1,840,000) in the knowledge that any changes to the line items of this budget would leave this final figure intact.

The Chair invited comments on the budget. No further comments were voiced, resulting in agreement.

DECISION 2000/11-02

The 3GPP2 Organizational Partners approve contribution **OP-20001103-005** – 3GPP2 Budget 2001 in its present form, with the understanding that any modifications considered by the OP Finance Oversight Committee will not impact the bottom-line figure of \$1,840,000).

9.3 Membership Report

The Secretary introduced the report of 3GPP2 Individual Members per Organizational Partner contained in contribution **OP-20001103-007r1** and reminded the Partners that they are to inform the Secretariat of any changes by the already agreed-upon date of December 1, 2000 since it provides the basis for the variable element in the 3GPP2 funding agreement

10. Report from OP Working Procedures Document ad hoc

10.1 Report from the WPD ad hoc

Ms. Susan Hoyler (TIA), Chair of the 3GPP2 Working Procedures ad hoc, presented the ad hoc report contained in contribution **OP-20001103-011r1**. It was stated that additional contributions were being provided for decision and that these were to be addressed under subsequent agenda items. The report discussed changes to be made to both the Working Procedures Document (WPD) and the Partnership Project Description (PPD).

TIA delegation noted that the TIA delegation to the WPD Ad Hoc meeting in Alaska had been authorized to represent the TIA position on some points on the agenda but not all points.

10.2 Proposed changes to PPD & WPD

Ms. Hoyler introduced contribution **OP-20001103-009** for decision by the Organizational Partners. This document covers changes to the Partnership Project Description (PPD) already agreed upon by the Organizational Partners relative to the disbandment of TSG-R and to the Project's scope. Each change was gone through in detail resulting as follows:

Partnership Project Description

Slide 3 – Update title slide, remove text regarding launch– Agreed

Slide 7 – Corresponds to Article 3 of the WPD to reflect current WPD text agreed upon at the Vancouver 2000 meeting. – Agreed

Slide 32 – Removal of reference to TSG-R – Agreed

Slide 37 – Removal of reference to TSG-R – Agreed

Working Procedures Document

Annex C – Removal of reference to TSG-R – Agreed

Ms. Hoyler then introduced contribution **OP-20001103-010**, which contained changes to the PPD and the WPD agreed upon by the Working Procedures ad hoc (marked as “agreed”) as well as changes discussed by the ad hoc but not agreed upon (marked as “pending”). The Chair recommended considering first only those items marked as “agreed”.

These were as follows:

PPD – Slide 43

Recommends to add text to PPD under function 15 to allow the Steering Committee to dissolve a working group. Corresponding function should be reflected in WPD.

Result: Approved.

PPD – Slide 42

Covers amending function 10 with regard to the Steering Committee’s role in adopting work items within the 3GPP2 scope and objectives as opposed to terms of reference.

Result: Approved.

PPD – Slide 45

Introducing function 20 placing the responsibility of managing the 3GPP2 Secretariat within the Organizational Partners.

Result: Approved.

WPD – Article 53

Introducing the change of “Resources” to “Financial Resources” to clarify the Organizational Partners’ role.

Result: Approved.

WPD – Article 54

Changes the term “Support team” to “Secretariat” which conforms to the actual name of the support management function.

Result: Approved.

PPD – Slide 3

Covers the editorial issue of adding CWTS to the list of Partners.

Result: Approved.

PPD – Slide 4 and Slide 6

Both slides discuss changing “evolved ANSI-41 core network” to “evolving ANSI-41 core network”. This is an editorial change since it aligns the PPD with wording already adopted in the PPD during the OP meeting in Seoul, Korea – April 2000.

Result: Approved.

PPD – Slide 29

Covers deleting historical wording related to the establishment of the Project.

Result: Approved.

PPD – Slide 50 (Formerly slide 49)

Deletion of the last bullet concerning an evaluation of 3GPP2 voting 6 months after the establishment of the Project. No longer pertinent.

Result: Approved.

WPD – Article 31 and Article 32

Carry-over item from July 2000 OP meeting - covers reducing the meeting invitation lead time for electronic Working Group meetings be reduced from 21 to seven days, and that the lead time for the corresponding agenda be reduced from 21 to seven days.

Result: Approved.

WPD – Article 52

Concerns relations with other groups and modifies the articles so that TSGs, WGs and Ad Hoc groups copy the Secretariat on liaison correspondence to facilitate the compilation of a master liaison list.

Discussion ensued concerning the potential impact of deleting the qualifier “within the Partners”. TTA admitted that while this deletion encourages dynamic technical coordination activity, there needs to be an assurance mechanism that all liaisons are designed to support the common harmonized scope and objectives. TTA suggested deleting the reference to Working Groups and adding wording that would require liaisons to be made with the consultation of the Steering Committee chair. This suggestion was supported by CWTS. It was further suggested that the Secretariat maintain a list of liaisons to be reported to the Steering Committee at its meetings, and the Steering Committee should have the authority to suspend the liaison if it deems it appropriate to do so.

Result: Amend and approve.

WPD – Article 55

It was explained that the Secretariat had requested clarification on the administrative procedure for IPR declarations. The Working Procedures ad hoc recommended that the Secretariat maintain a register of IPR declarations. Discussion ensued on the format of the aforementioned register. It was mentioned that WPD ad hoc discussions highlighted that depending on the SDO, the information that can be submitted to the Secretariat may be different. The ad hoc then suggested that the Organizational Partners set up an ad hoc group of experts to determine the level of information to be collected.

Considerable discussion ensued on this proposal, after which it was concluded that the proposed ad hoc group was not necessary since 3GPP2 did not really want to bind its SDOs to provide information in a format inconsistent with their practices but would instead point to the relevant information in each SDO's web site.

It was further mentioned that when CWTS joined 3GPP2, it was asked to provide its IPR policy. CWTS mentioned that they have an IPR ad hoc and will ask a representative of this ad hoc to provide an update on CWTS' IPR policy at the next OP meeting.

Result: Approved that Secretariat will maintain IPR register

PPD – slides 12, 15, 17, 25, 27, 30

General editorial – transfer of Asian text.

Result: Approved.

PPD – slide 21

Editorial change recommended to remove historical reference to 3GPP2 creation.

Result: Approved.

PPD – slide 38

Formatting changes.

Result: Approved.

PPD – slide 41

Text change to match corresponding article 20 of the WPD – addition of the term “Prepare”.

Result: Approved.

WPD –Annex B

Addition of the definition for the term “SWG”

Result: Approved.

WPD – Article 8

Addition of text corresponding to the WPD to reinforce that it is the responsibility of each Organizational Partner SDO to confirm individual member applicants applying to 3GPP2.

Result: Approved.

WPD – Article 12

Concerns the alignment of language between the WPD and PPD.

“validation and acceptance of applications for 3GPP2 partnership...”

Result: Approved

This concludes the summary of items agreed by the Working Procedures ad hoc. The Organizational Partners then considered items marked as “pending” in Contribution OP-20001103-10.

PPD – Slide 43

Function 14b: “Creation/dissolution of TSGs and approval of their terms of reference by SC.” Pending modification in Contribution OP-20001103-10 proposes changing this responsibility from the Steering Committee to the Organizational Partners.

Ms. Hoyler explained that based on the correct understanding of Report from Working Procedure Document Ad Hoc Meeting, Function 14b is not pending, and she submitted a modified **contribution 10r1** as a correct conclusion of WPD Ad Hoc to show that the first and third items on page 2 are agreed based on the output of the WPD meeting. Ms. Hoyler also explained that discussion on the topic of identifying work items as either within the scope of 3GPP2 or outside the scope, stemmed from contributions **OP-20000724-014** and **OP-20000724-023**.

The Chair identified three main discussion points:

- Creation and dissolution of TSGs
- (Establishment and) Terms of reference of TSGs
- Handling of appeals of new work items outside of 3GPP2 scope

Discussion ensued during which the following points were made:

- The determination process is tiered. TSGs request a recommendation from the Steering Committee but if the Steering Committee has questions concerning financial support, or if there is conclusion within the Steering Committee that the work item lies outside the scope of

3GPP2, then the matter is brought to the attention of the Organizational Partners.

- The TIA delegation indicated that no clear position could be delivered at the present time and offered the following reasons:
 - This is a substantial change in the procedures themselves and from past practice.
 - When TSGs were created this was done by the SC and terms of reference were developed by the SC. The OPs did not review at that time.
 - We do not disagree that Partners have an appeal mechanism and TIA support a change that makes this point – but once the TSGs are proven to be operating within the scope of 3GPP2 then the SC should have the authority to create, modify and dissolve the TSGs.
 - If a work item does arise which does not fall within one of the TSGs, but which clearly falls within the scope, referring the matter to the Partners gives every OP a veto at this level since the OP forum works at unanimity.
 - Where a directive to the TSGs has a financial impact TIA recognizes that the OP has a role and we do not challenge the OP's authority on this. However TIA does not recognize the authority of the OPs to create and dissolve TSGs if not required.
- TTA indicated that a) the creation of a TSG requires budget and resources, and b) if an OP does not want to create a TSG this means the subject is not in the common interest of the participating organizations. Therefore, TTA believes this activity should be the responsibility of OPs collectively.
- CWTS spoke in support of TTA's opinion, recommending that 3GPP2 enhance the management of its activities.
- TTC added that if the creation and dissolution of TSGs is left up to the SC then 3GPP2 cannot maintain the basic role of the OP to control of the budget and the direction of the activity. TTC supports that the decision be made by the OP.
- ARIB supported TTA, CWTS and TTC statements.

The Chair asked if TIA wanted to maintain its position in light of the comments from the other Partners. TIA requested a short break for TIA delegation internal discussion. The meeting was resumed and TIA delegation responded that TIA delegation to this meeting can agree that "Creation/dissolution of TSGs can be a mandate of OP collectively but approval of terms of references are still mandates of Steering Committee. But TIA needs to discuss and have a formal position on these issues, and requested that decision on this item be deferred to the next OP meeting. The Chair sought agreement on this course of action from those present.

TTA formally requested that TIA consider the working practices of 3GPP2's sister organization, 3GPP – in which the creation, dissolution and approval of terms of reference is the collective responsibility of the Organizational Partners, a practice which is effective to the entire activity of the Partnership Project. TTA kindly invites TIA to consider this in the establishment of their position. .

ACTION 2000/11-03

The TIA delegation is requested to submit a formal contribution on the issue of procedures surrounding the creation and dissolution of TSGs and approval of terms of reference so that a decision can on this can be made at the February 2001 OP meeting.

WPD Articles 14 & 20

Regarding the allocation of resources, Ms. Hoyler explained that agreement could not be reached on this topic at the Alaska WPD ad hoc meeting. The problem stems from the interpretation of the term “resources” – whether this is taken to mean just financial or financial and voluntary. Discussion ensued. The Chair concluded that confusion still remains with regard to function 3a in the PPD given comments received by TTA. TTA is invited to bring its comments in the form of a contribution to the WPD ad hoc. The item will remain pending until the next OP meeting.

WPD Article 16

Ms. Hoyler brought a further change to the attention of the group, indicating that the TIA delegation requests that the term “SC” be changed to “OP” to reflect that the Partners confirm the Chair of the Steering Committee once the Steering Committee has elected its new Chairman. Discussion ensued, in which it was stated that as the article is presently written, Article 16 – last paragraph – second sentence contradicts the first sentence of the article. The proposed change eliminates this contradiction. *Result: First paragraph modified to read “OP” instead of “SC” – but the item remains pending given the Action Item assigned to the TIA delegation at the October 18 WPD ad hoc meeting regarding the delineation between “appoint” and “elect”.*

Completion of discussion regarding working procedures resulted in the following:

ACTION 2000/11-04

The 3GPP2 WPD ad hoc is requested to update the WPD and PPD based on agreement reached at this meeting. Pending items are to remain so until the next meeting. The amended WPD and PPD are to be circulated

to the Partners for approval. To ensure the integrity of both documents the Partners will be requested to confirm receipt and approval.

11. Old Business

11.1 “3GPP2” name registration

The Secretary provided an update on this Project, indicating that CDG has provided a recommendation on the countries in which the 3GPP2 name should be registered. In addition, the Secretary explained that at the present time, agreement is being sought from ETSI, the owner of the “3GPP” name, which grants permission to TIA to pursue registration of “3GPP2”.

11.2 ITU-T TSAG: Request for improved communication with 3GPP2

The group was reminded that discussions between the ITU and both Partnership Projects designed to improve communications are scheduled to take place in San Francisco, California, USA on November 13.

11.3 Meeting Planning 2001

This agenda item had been requested by the Secretary. However, following recent discussions concerning changes to be made to the schedule, the Secretary requested that this agenda item be withdrawn at this time.

12. New Business

12.1. All IP study structure

The Chair explained that the original intent of this agenda item was to handle any proposal brought to this group’s attention by the Steering Committee. Since there is no such proposal this agenda item can be withdrawn.

13. Postponed issues

The Chair explained that the original intent of this agenda item was to capture any unfinished issues requiring decision. Since the pending WPD issues are to remain so until the next meeting, this agenda item is withdrawn.

14. Assignments for Next Meeting

The action items assigned at this meeting are as follows:

ACTION: 2000/11-01

OP Finance Oversight Committee to put wording together concerning the treatment of the 2000 3GPP2 budget surplus.

ACTION: 2000/11-02

3GPP2 Secretariat to provide a written report of the cost percentage split between 3GPP2 and TIA for all TSGs.

ACTION 2000/11-03

The TIA delegation is requested to discuss the issue of procedures surrounding the creation and dissolution of TSGs and approval of terms of reference so that a decision can on this can be made at the February 2001 OP meeting.

ACTION 2000/11-04

The 3GPP2 WPD ad hoc is requested to update the WPD and PPD based on agreement reached at this meetings. Pending items are to remain so until the next meeting. The amended WPD and PPD are to be circulated to the Partners for approval. To ensure the integrity of both documents the Partners will be requested to confirm receipt and approval.

15. Date of Next Meeting

The next meeting of the 3GPP2 Organizational Partners will take place in Japan on February 2, 2001.

16. Adjournment

Prior to adjournment the Chair indicated to those present that the term of the Steering Committee chairmanship is over at the end of 2000. He added that there is no plan in place at the present time but each of the Partners is requested to consider this issue.

There being no further business, the meeting was adjourned at 5:30 pm (17:30hrs) local time.