
Guidance and asking to delegates and feature leads

Hiroki Harada
RAN1 Vice Chair

Guidance/asking to all delegates

- Please always keep the following “Consensus Principles Reminder” in your mind, as most important thing.

The attention of the delegates to the meeting is drawn to the fact that 3GPP endeavours to reach consensus on all decisions and therefore depends on a cooperative spirit of the Individual Members. In particular, Individual Members are **encouraged to seek a consensus-based solution and only to sustain objections as a very last resort, and where absolutely necessary and well justified.** The leadership will conduct the present meeting in a manner whereby informal methods of reaching consensus are encouraged, whilst ensuring that well justified concerns are taken into account.

- Please cooperate for efficient use of our precious online session time (limited TUs).
 - Please keep having **“trust”, “cooperation/constructive spirits” and “respect”, especially for SID/WID descriptions, earlier agreements, and demand/concern from companies based on real commercial aspect** in your mind.
 - This does not mean that an argument just based on “(over)interpretation” of SID/WID/agreements is encouraged.
 - In the first online session for the topic at the meeting, let’s try to find **“the direction” for further discussion.**
 - Please **do not use the online session time for “wordsmithing” or any different point than the current focus of the discussion.**
 - Please make your comment **“clear” and “compact”**. When necessary, please **refer/mention the tdoc number** to open it so that people can understand your comment better.
 - If it is too controversial to identify even “direction” in the first online session, I will ask FL or someone who is sticking to the point to **seek the possible compromised way forward based on the offline discussion with other companies.**
 - In the second/third sessions at the meeting, let’s try to make **“the decision” according to the work plan.**
 - Please **be prepared/ready to make decisions for the topics according to the work plan** provided in previous meetings.
 - Please **don’t fight endlessly if you couldn’t convince the majority** by the time. Please **avoid unnecessary escalation to TSG.**
- Your great contribution and kind cooperation will be really appreciated!!

Guidance/asking to feature leads and rapporteurs

- Please provide **your observation/assessment** based on (good) contributions as background of the FL proposal.
 - Please avoid providing the FL proposal just based on the number of supporting companies.
 - Please avoid providing just copy-and-paste of companies' proposals.
 - It is not necessary to propose something from contribution if you could not understand the proposal and its necessity.
 - In online sessions, when necessary, please recommend me to introduce the part of your summary or to ask the proponent to introduce the corresponding part of the good contribution for efficient discussion.
- For the discussions in offline sessions, please **follow the direction/guidance if provided in the online sessions**.
 - For controversial proposals, please try to identify and capture **who is/are the opponent(s), what is the main concern and its justification, what is possible way-forward they can accept** into the updated FL summary together with the (updated) proposal to be discussed in the next online session.
 - Wordsmithing for easier proposals can be done by e-discussion using FL summary in draft folder. Checking such easier/stable proposals can be done at the end of each online session.
- Please provide **the updated work plan for each sub-agenda item** after the end of all sessions at the meeting.
 - The updated work plan should include **topics to be discussed at the next meeting, what needs to be decided at the next meeting, and other essential remaining topics and corresponding timeline/milestone for them**.
 - It should be captured into the final FL summary, and it can be uploaded even after the end of the meeting.
- **Your great effort and contributions for progressing/completing the SI/WI will be really appreciated!!**

Guidance/asking to feature leads and rapporteurs

■ Some good practical examples of recommended FL behavior

- FLs request/obtain tdoc numbers for FL summaries all together in advance, based on number of online sessions in the schedule including one for final FL summary (and announce the number when uploaded)
- FLs capture followings all together into specific section (e.g., section 2 or 3 rather than the last section) of FL summary, by using RAN1 chair note format (Times New Roman, 10 pt, etc.)
 - FL proposals to be discussed in the coming online session
 - FL's observation/assessment on each FL proposal
 - » Important background information if any
 - » Valuable/controversial technical arguments if any
 - Recommended tdoc/section reference to explain above if necessary
 - » Offline session outcome if any
 - » Any other thing which will facilitate good introduction of proposal
- FLs ask/encourage companies to input for focused points into FL summary during the meeting
 - (Recommended) for essential discussion points, check whether there is any feedback on FL's observation/assessment
 - (Recommended) for proposals having a consensus on a direction, check wording of the proposal is acceptable or not
 - (Not recommended) e.g., asking something that will cause too much burden for both delegates/FL and just repeating same arguments as in contributions

2. Proposals for online sessions

2.1. 1st online session on Monday

FL proposal X-1:

Xxxxx

- Xxxxx

FL's assessment on proposal X-Y:

- Xxx
- Xxx
- Xxx

FL proposal X-2:

...

To be copied/pasted to session note