

**Source:** MCC (Adrian Scrase)  
**Title:** Report of Support Team activities  
**Document for:** Information  
**Agenda Item:** 10

## **1 Introduction**

This report covers the period between TSG#10 and TSG#11. During this period a number of organizational changes have been made which are detailed below.

## **2 The Support Team**

### **2.1 MCC Departures**

As previously announced, **Ban Al Bakri** (Siemens, Austria) has now departed from MCC. There have been no other departures since TSG#10 and none are expected in the period to TSG#12.

### **2.2 MCC Arrivals**

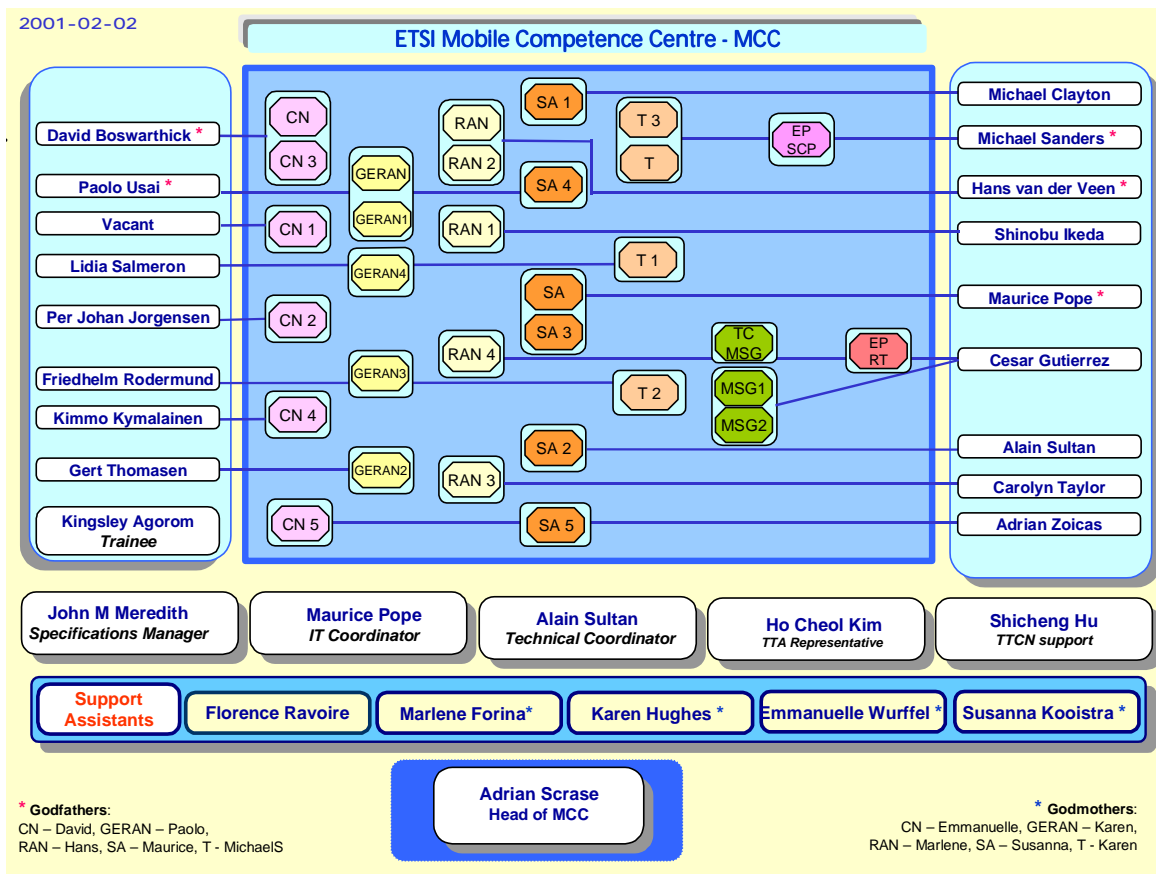
There have been no new arrivals during this period. However, **Andrijana Jurisic** (VIP-NET) has been successfully recruited to fill the vacancy created by Ban's departure and she is expected to start work in the near future. In consultation with the CN Chairmen, it is likely that this will result in a minor change of assignments within the TSG CN support team.

### **2.3 MCC Vacancies**

There are currently no specific vacancies within MCC. However, it is expected that some vacancies will occur towards the end of 2001 with some seconded experts expected to have returned to their home organizations by that time. Individual Members are earnestly requested to look for suitable candidates for these future vacancies.

### **2.4 Organization of MCC**

The figure given below shows the allocation of resources to each entity with 3GPP and is a snapshot taken on 2 February. This chart is regularly maintained and the latest version may always be obtained from the 3GPP website at <http://www.3gpp.org/>.



### 3 Statistics and meeting targets

#### 3.1 Interesting statistics

The following figures may be of interest to TSG delegates:

MCC currently manages **1338** active specifications. An additional **369** new specifications are expected to be created at TSG#11 for Release 4.

During year 2000, MCC processed **5732** CRs (which is about 25 CRs per working day).

A total of **2349** documents were processed during the meetings TSGs 7 to 10 (i.e. during year 2000). The meetings of TSG GERAN in the same period processed **929** documents.

There are now a total of **400** Individual Members (companies) participating in the work of 3GPP.

#### 3.2 Setting targets

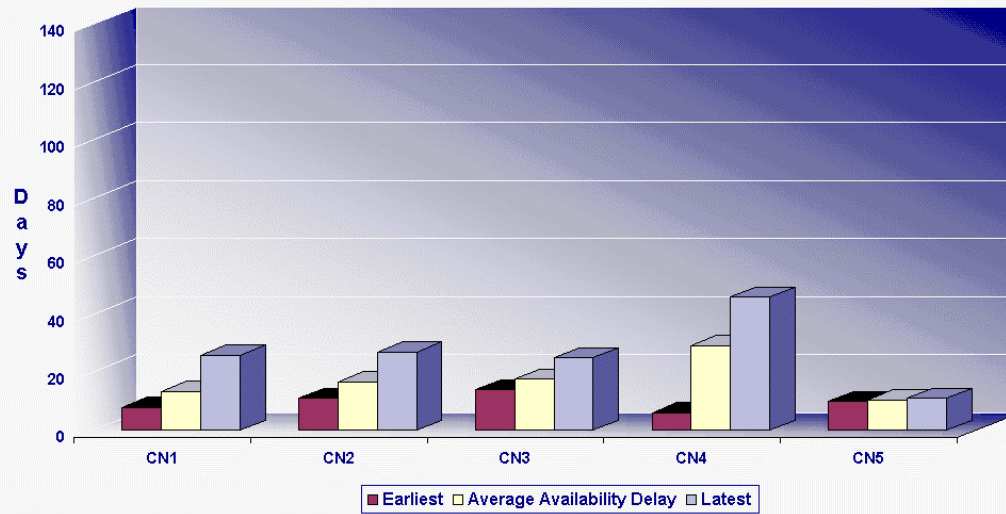
The MCC report to TSG#10 stressed the importance of target setting and measurement, as required for ISO9000 compliance. Both quantitative and qualitative measurements are required, the latter being achieved by undertaking a survey among the Chairmen and Vice Chairmen to determine their level of satisfaction with the services they receive. The quantitative measurements are further explained below.

For each collocated TSG meeting (RAN/CN/T/SA) a target date is set by which time the process of implementing the change requests into the specifications should be complete. The default targets are for 90% of the change requests to have been implemented within 2 weeks and 100% within 3 weeks of the close of TSG SA. For TSG#10 these target dates were extended by one week to take account of the Christmas vacation period. For TSG#11 the default targets will apply.

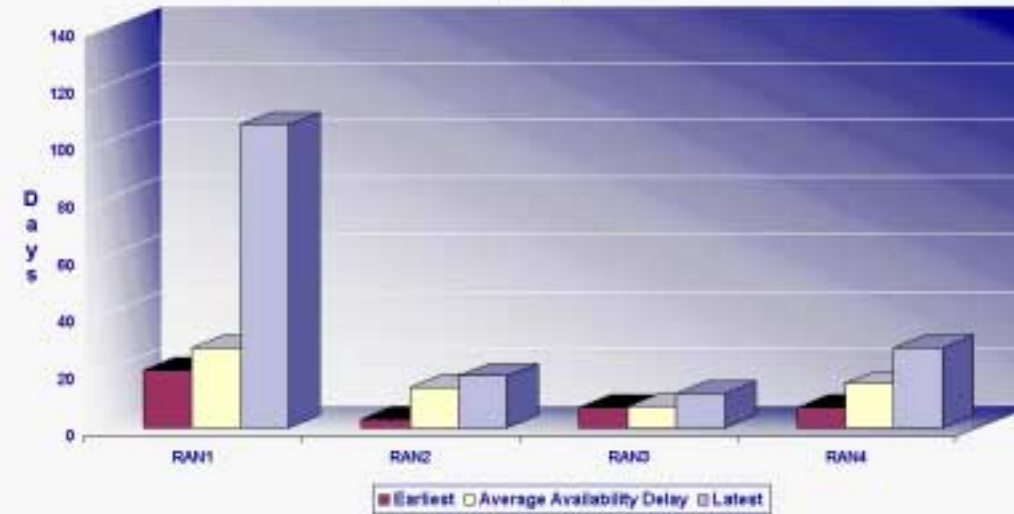
#### 3.3 Results

The following charts show how MCC has performed following TSGs #9 and #10.

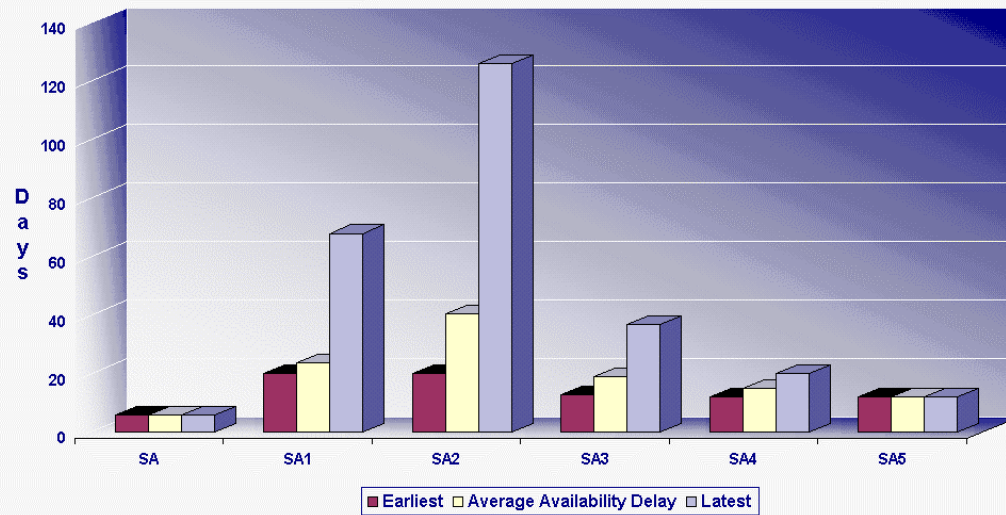
**CN TSG#9**  
Working Groups Analysis



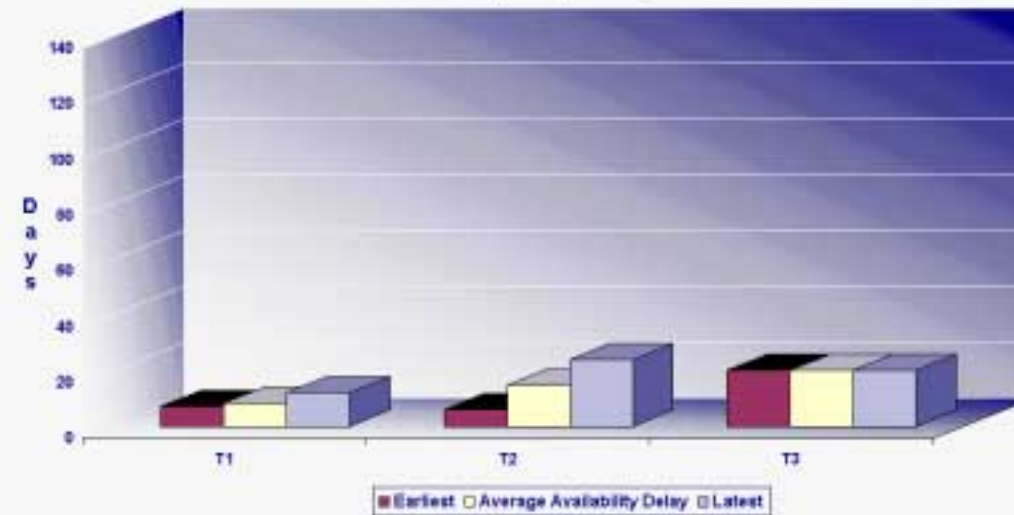
**RAN TSG#9**  
Working Groups Analysis



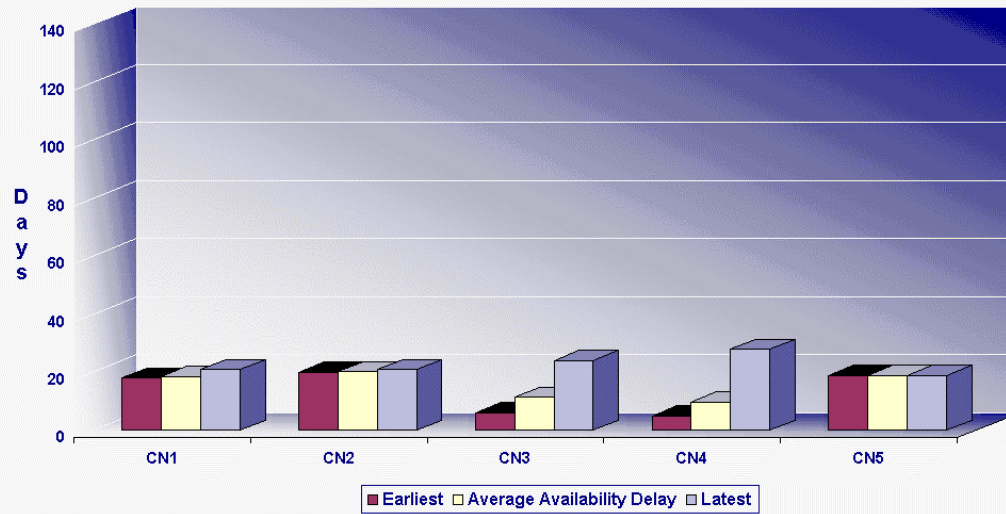
**SA TSG#9**  
Working Groups Analysis



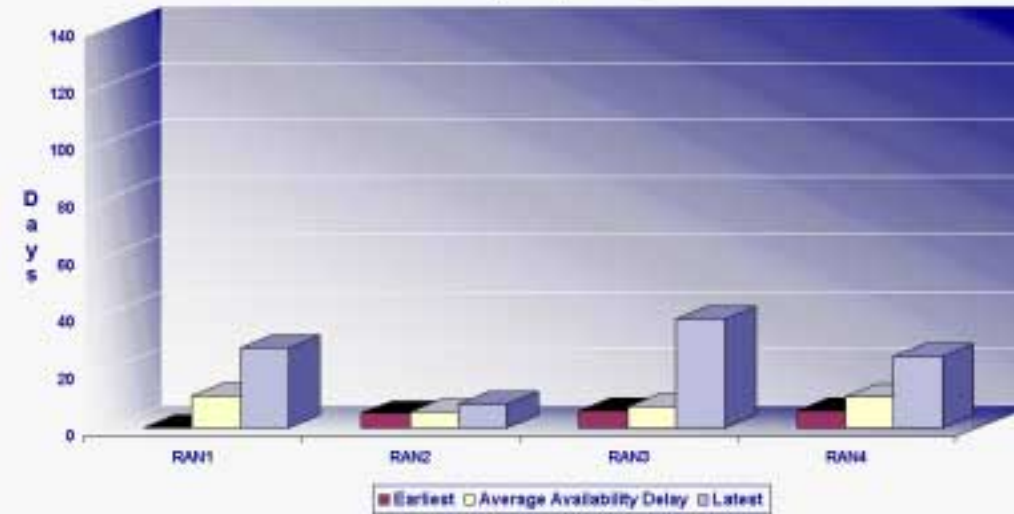
**T TSG#9**  
Working Groups Analysis



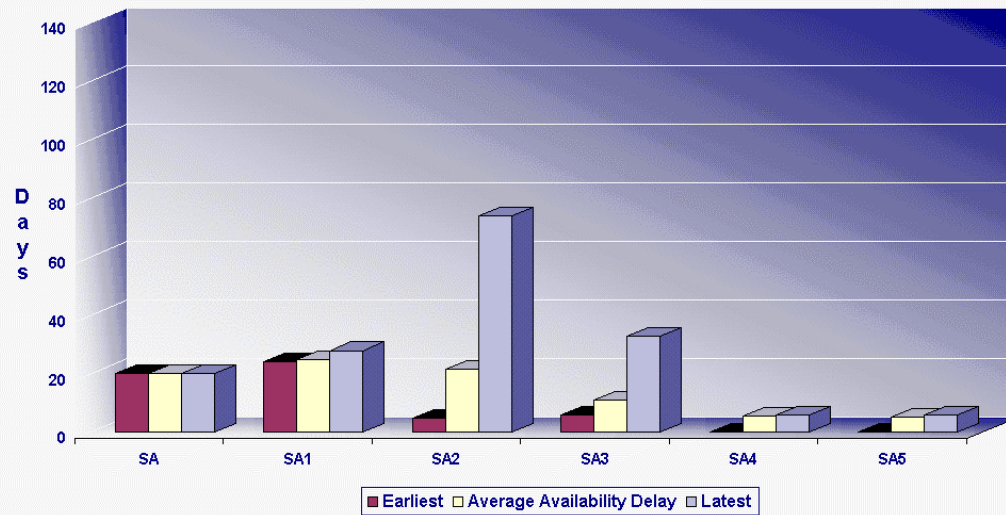
**CN TSG#10**  
Working Groups Analysis



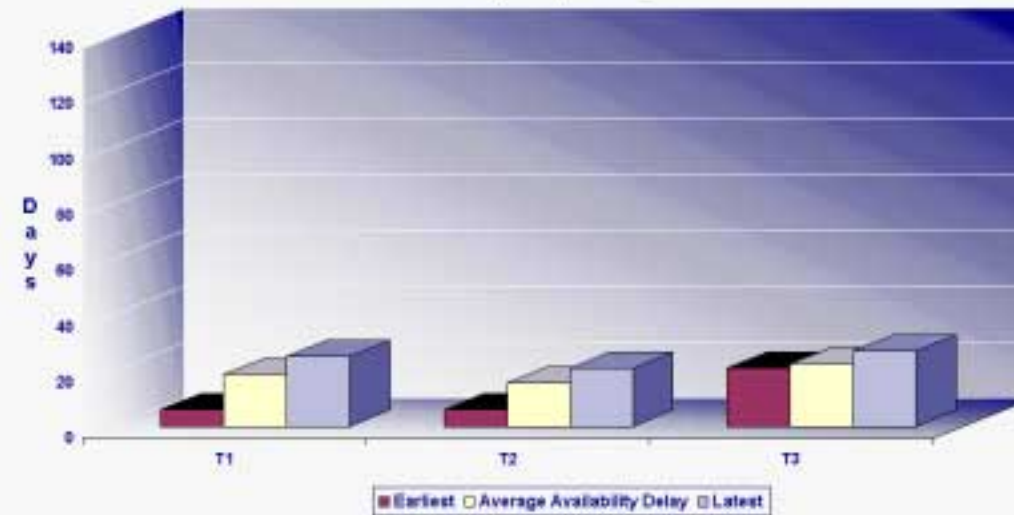
**RAN TSG#10**  
Working Groups Analysis



**SA TSG#10**  
Working Groups Analysis



**T TSG#10**  
Working Groups Analysis





### 3.4 Analysis and Improving the results

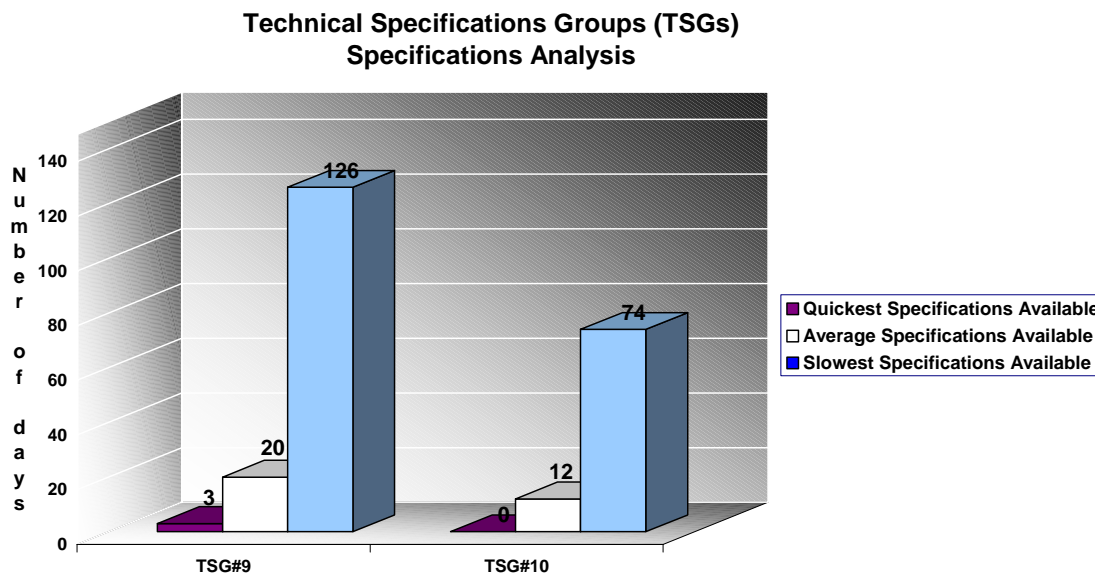
The charts given above show the earliest, average, and latest number of days for the implementation of CRs following TSGs #9 and #10. The following points should be taken into account when considering the results.

- The clock starts from the first working day of the week following each TSG SA meeting.
- TSGs CN, RAN, and T have a head start since their meetings finish one week before SA finishes.
- The charts take no account of the amount of resource available to complete the work (i.e. no adjustment is made for MCC absences).
- Some results show “0” days. This indicates that the revised specifications were delivered before the close of the SA meeting.

The two charts below give a summary of MCC performance for TSG#9 and 10.

It can be seen that for TSG#9, the shortest time for delivery of completed specifications was 3 days, the average time 20 days, and the longest time 126 days.

For TSG#10, the shortest time for delivery of completed specifications was 0 days, the average time 12 days, and the longest time 74 days.



The charts show an improving trend from TSG#9 to TSG#10 and a similar process will follow TSG#11 to see whether that improvement continues.

There are three primary contributing factors that directly affect the time taken to implement all the CRs following each TSG meeting:

- The availability of resources.
- The efficiency of the implementation process.
- The quality of the Change Requests.

Any attempt to improve the results must be directly focused on these three points above. They are further discussed below.

#### 3.4.1 Availability of resources

For the targets to be met, resources must be available both before and after the TSG meetings. The TSGs have already agreed that Working Groups shall not hold their meeting the week before and the week after the joint TSG session and this agreement should be rigidly maintained.

Considering the very high number of CRs approved by TSG RAN, the results achieved are surprisingly good. This is due not only to the diligence of the RAN support team but to ARIB who provide voluntary resources

before each RAN meeting to pre-implement the CRs. The value of this timely injection of resource is obvious and other Partners may wish to consider providing a similar effort.

MCC could of course contract more experts for the implementation process but this is not something that I would propose at this stage.

### **3.4.2 Efficiency of the implementation process**

MCC has invested a lot of time in improving the efficiency of the implementation process and the IT environment in which they work. High quality IT hardware has been provided to everyone with a three year replacement programme in operation. At a more detailed level, Maurice Pope continues to develop Macros to assist in the implementation process by the automatic correction of common editing errors.

The implementation process is by no means perfect and MCC will continue to look for ways to make improvements.

### **3.4.3 Quality of the Change Requests**

Most CRs approved by the TSGs are of good quality. However, a small number are of dubious quality and it is these few that absorb time and resources. (Some are actually not implementable in the form that they were approved). This is an area where everyone is involved; the Individual Members by ensuring that CRs are prepared with care and accuracy; MCC by checking in advance that CRs are of acceptable quality and bringing to the attention of the TSG any problems that they discover; and the TSGs by ensuring that only those CRs of an acceptable quality are approved.

## **4 Budget**

The budget for year 2001 has been approved by the Partners, and assumes the same level of support being provided to the TSGs as at present. Any requests for additional support, or funding of specific tasks must be made in good time.

## **5 3GPP web site**

The 3GPP web site continues to be a popular site amongst the Individual Members and considerable effort is being spent in maintaining its content. The site continues to receive approximately 6,5 Million hits per month (on the http site only and excluding the ftp site).

An unfortunate incident occurred during February that led to the closure of the anonymous ftp upload facility to the 3GPP web site. A 29 Mbyte pornographic file had been anonymously uploaded to the site and between Friday 16 Feb and Monday 19 Feb this was downloaded 9506 times, representing 50Gbytes of downloaded data. This huge demand on the site became obvious to the site administrator and the file was removed and, following a brief discussion, I agreed to stop the anonymous upload facility until events of this nature can be prevented. The incident has been reported to the police authorities in France who have taken the matter seriously and action is now being taken to trace the source of the uploaded file.

MCC is continuing to monitor an ETSI activity for the creation of a Portal specifically designed for those actively involved in the technical bodies. If successful, a similar Portal will be considered for 3GPP use. The ETSI Portal, that was expected to be completed by March 2001, has incurred problems and this project will now be delayed by approximately three months.

## **6 Working methods**

### **6.1 Wireless LANs at TSG meetings**

Good experience has now been gained in the use of wireless LANs during TSG meetings. The multi-Vendor environment continues to be demonstrated with delegates now using a multitude of different products. There is still much to learn in terms of optimising the server and network configuration but the experience continues to improve with time. The intent to purchase portable servers for MCC will go a long way to improve matters and to provide a consistent environment.

The cost of installing a wired LAN for TSG meetings is high and future meeting hosts are questioning whether or not such a facility should still be provided. Given the successful experience with wireless LANs it is probably the right time to commit to a date after which wired LANs are no longer provided at TSG meetings. TSG SA may wish to discuss and agree the date after which wired LANs will no longer be provided.

## **6.2 DVD containing document archives**

ETSI is in the process of producing a DVD which will contain all of the SMG meeting reports and documents. The DVD will contain all documentation from meeting GSM#8 to GSM#32 and from SMG#1 to SMG#32. Details on how to purchase the DVD will be made available shortly.

The availability of such a DVD raises the question of whether such a product would be of interest in the 3GPP community. A DVD could be prepared which contained all meeting reports, documents, status lists etc from TSG#1 to date which could be sold at a cost-recovery price. This idea was suggested briefly during TSG#10 but TSG SA may wish to again ask whether there is any interest in pursuing this idea.

## **7 Concluding remarks**

The workload will rise steeply during the next 12 months with the introduction of Release 4 and Release 5 specifications. MCC will continue to look for improvements in working methods to ensure that the quality of service can be maintained despite the increasing workload. The assistance of all Individual Members and the TSG leadership will be required if this objective is to be achieved. Let's see what we can do!

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