**3GPP TSG SA meeting #90e SP-201120**

**Electronic Meeting, September 15 - 21, 2020**

Title: [draft] LS on Use of Inclusive Language in 3GPP

Response to:

Release: Release 17

Work Item:

Source: SA

To: SA1, SA2, SA3, SA4, SA5, SA6, RAN1, RAN2, RAN3, RAN4, RAN5, CT1, CT3, CT4, CT6

Cc: RAN, CT

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**Attachments:** SP-201002\_rev4

**1. Overall Description:**

TSG SA# 90-e has endorsed the proposal (see SP-201042) to use more inclusive and neutral language in all 3GPP specifications.

TSG SA#90-e has also approved a CR that introduces an Annex into the 3GPP TR 21.801 "Specification drafting rules" that lists all non-inclusive terminology to be replaced. Please see attached SP-201002\_rev4.

**2. Actions:**

To SA1, SA2, SA3, SA4, SA5, SA6, RAN1, RAN2, RAN3, RAN4, RAN5, CT1, CT3, CT4, CT6

**ACTION:**

Please take the above decision into account and take the following actions:

1. Strictly avoid the use of non-inclusive terms in all-new 3GPP documents (including TS, TR, SID, WID, LS).
2. Replace the non-inclusive terms used in all relevant 3GPP specifications per the updated 3GPP drafting rules.
3. WG Chairs are requested to follow the following process for non-inclusive term replacement in the existing 3GPP specifications –
	1. The changes shall be applied to 3GPP Technical Specifications and 3GPP Technical Reports.
	2. The changes shall in a first step be applied from Rel-17 onwards.
	3. The changes shall be done only if they are replacements of non-inclusive terms by inclusive terms in nature and do not lead to any backward incompatibility.
	4. WG chairs shall request rapporteurs and MCC to check their specs, and report to their WG’s MCC, as to whether the non-inclusive terminology is used therein.
	5. The MCC of a WG together with the specification rapporteurs should come up with related CRs to the affected specifications. The CRs should be issued under TEI17 and the CR title should start with “Inclusive language review”. If terms are used in multiple specifications (possibly in different working groups), then the related rapporteurs and MCCs should coordinate to align the replacement terms.
4. Related CRs against already existing Rel-17 specifications should be submitted for approval at plenary (after WG agreement) in separate CR packs at the March 2021 TSGs meetings.
5. Rel-17 specifications which are created after March 2021 should be updated per the updated 3GPP drafting rules at their creation in separate CR packs.
6. WG should strive for gender neutral language (see some examples here: <https://en.wikipedia.org/wiki/Gender-neutral_language>) and shall avoid use of language or pronunciation of 3GPP defined abbreviations in a way that may cause offense in all standards, verbal and written communications. For example, the abbreviation GPSI should be pronounced in single letters, i.e. G-P-S-I.

**3. Date of Next TSG SA Meetings:**

TSG-SA#91-e March 22-25, 2021 electronic meeting

TSG-SA#92-e June 15-21, 2021 electronic meeting