# FS\_6GSpecs CC#01 Agenda

**Allocation of documents to agenda items (start of conference call)**

| Agenda item | Agenda item title | 6GSM-25… | Title | Source | Result | Comments |
| --- | --- | --- | --- | --- | --- | --- |
| **1** | **Opening of the meeting** |  |  |  |  | **Meeting starts at 13:00 UTC on 6th August 2025** |
| 1.1 | IPR disclosures | ***“I draw your attention to your obligations under the 3GPP Partner Organizations’ IPR policies. Every Individual Member organization is obliged to declare to the Partner Organization or Organizations of which it is a member any IPR owned by the Individual Member or any other organization, which is or is likely to become essential to the work of 3GPP”.*** |
| 1.2 | Antitrust declarations | ***"I also draw your attention to the fact that 3GPP activities are subject to all applicable antitrust and competition laws and that compliance with said laws is therefore required of any participant of this TSG/WG/SWG meeting including the Chair and Vice Chairs. In case of question I recommend that you contact your legal counsel.******The leadership shall conduct the present meeting with impartiality and in the interests of 3GPP.******Furthermore, I would like to remind you that timely submission of work items in advance of TSG/WG/SWG meetings is important to allow for full and fair consideration of such matters."*** |
| 1.3 | Consensus  | ***"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."*** |
| **2** | **Agenda** | [0007](https://www.3gpp.org/ftp/workshop/FS_6GSpecs/6GSM_Meeting_01/Docs/6GSM-250007.zip) | **agenda** Agenda | SI Rapporteurs |  | Initial Agenda to set-up 3GU -> NOTE |
|  |  | [0010](https://www.3gpp.org/ftp/workshop/FS_6GSpecs/6GSM_Meeting_01/Docs/6GSM-250010.zip) | **agenda** Allocation of documents to agenda items (at submission deadline) | SI Rapporteurs |  | Upload/shared on July 31st (Thu) ->NOTE |
|  |  | [0011](https://www.3gpp.org/ftp/workshop/FS_6GSpecs/6GSM_Meeting_01/Docs/6GSM-250011.zip) | **agenda** Allocation of documents to agenda items (start of conference call) | SI Rapporteurs |  | To be endorsed (after changes, if any) |
|  |  | [0012](https://www.3gpp.org/ftp/workshop/FS_6GSpecs/6GSM_Meeting_01/Docs/6GSM-250012.zip) | **agenda** Allocation of documents to agenda items (end of conference call) | SI Rapporteurs |  | To be endorsed at the end of call |
|  |  | [0013](https://www.3gpp.org/ftp/workshop/FS_6GSpecs/6GSM_Meeting_01/Docs/6GSM-250013.zip) | **agenda** Allocation of documents to agenda items (end of email approval) | SI Rapporteurs |  | Will be endorsed after email discussion/approval and will serve as the final Chair notes. |
| **3** | **Reports from previous meetings** | [0009](https://www.3gpp.org/ftp/workshop/FS_6GSpecs/6GSM_Meeting_01/Docs/6GSM-250009.zip) | **report** Minutes of Conference Call on 3GPP Spec Modernization #00 | MCC |  | Minutes from CC#00 (uploaded on July 21st)  |
| **4** | **Endorsement of TR skeleton** | [0008](https://www.3gpp.org/ftp/workshop/FS_6GSpecs/6GSM_Meeting_01/Docs/6GSM-250008.zip) | **draft** TR 21.802 Rel-20 **Skeleton** of TR 21.802 | TR Rapporteur |  | TR skeleton for endorsement |
| **5** | **Assessment of existing specification formats and working methods, and requirements for any improvements (clause 4)** |  |  |  |  |  |
| **5.1** | **Advantages of current tools (clause 4.1)** |  |  |  |  |  |
|  |  | [0014](https://www.3gpp.org/ftp/workshop/FS_6GSpecs/6GSM_Meeting_01/Docs/6GSM-250014.zip) | **pCR** 21.802 Rel-20 pCR on advantages of current tools (clause 4.1) | Huawei |  | Usage of current tools in different groups (would Annex be a better place for this?) & advantages of current tools |
|  |  | [0018](https://www.3gpp.org/ftp/workshop/FS_6GSpecs/6GSM_Meeting_01/Docs/6GSM-250018.zip) | **discussion** Advantages of Current 3GPP Specification Format and Working Methods | Nokia |  | Lists advantages of current tools (also includes applicable users) |
|  |  | [0025](https://www.3gpp.org/ftp/workshop/FS_6GSpecs/6GSM_Meeting_01/Docs/6GSM-250025.zip) | **discussion** On Revision Marks/Tracked Changes | Apple |  | Explains use of revision/track changes and proposes to add it as an advantage |
|  |  | [0027](https://www.3gpp.org/ftp/workshop/FS_6GSpecs/6GSM_Meeting_01/Docs/6GSM-250027.zip) | **pCR** 21.802 Rel-20 pCR 21.802 – 4.1 – Advantages of Current Tools | Samsung, Nokia, ZTE |  | Comprehensive list of advantages of current tools |
|  |  | [0037](https://www.3gpp.org/ftp/workshop/FS_6GSpecs/6GSM_Meeting_01/Docs/6GSM-250037.zip) | **pCR** 21.802 Rel-20 Advantage of current tools - pCR on 21.802 Section 4.1 | Xiaomi |  | Lists advantages of current tools |
| **5.2** | **Shortcomings, pain-points and potential benefits (clause 4.2)** |  |  |  |  |  |
|  |  | [0015](https://www.3gpp.org/ftp/workshop/FS_6GSpecs/6GSM_Meeting_01/Docs/6GSM-250015.zip) | **pCR** 21.802 Rel-20 pCR on Shortcomings, pain-points and potential benefits (clause 4.2) | Huawei |  | 7 key pain points with WORD.  |
|  |  | [0019](https://www.3gpp.org/ftp/workshop/FS_6GSpecs/6GSM_Meeting_01/Docs/6GSM-250019.zip) | **discussion** Shortcomings, Pain Points and Potential Improvements to 3GPP Specification Format and Working Methods | Nokia |  | [pCR content, not a discussion paper]24 pain pointsUser categories: Contributor, Editor, Reader |
|  |  | [0026](https://www.3gpp.org/ftp/workshop/FS_6GSpecs/6GSM_Meeting_01/Docs/6GSM-250026.zip) | **discussion** Shortcomings and issues | Apple |  | [pCR content, not a discussion paper]9 pain points |
|  |  | [0028](https://www.3gpp.org/ftp/workshop/FS_6GSpecs/6GSM_Meeting_01/Docs/6GSM-250028.zip) | **pCR** 21.802 Rel-20 pCR 21.802 – 4.2 – Shortcomings, pain-points and potential benefits | Samsung, ZTE |  | 22 pain pointsUsers: Delegate, MCC, Rapporteur, Consumer |
|  |  | [0032](https://www.3gpp.org/ftp/workshop/FS_6GSpecs/6GSM_Meeting_01/Docs/6GSM-250032.zip) | **discussion** Pain-points of current specification formats and ways of working | Ericsson |  | Set of problems and observations – does not use the prescribed table format |
|  |  | [0035](https://www.3gpp.org/ftp/workshop/FS_6GSpecs/6GSM_Meeting_01/Docs/6GSM-250035.zip) | **discussion** Docomo's views on potential benefits of new format | NTT DOCOMO INC. |  | 3 proposals (new format or PDF, bubble comments, AI), not a pCR  |
|  |  | [0038](https://www.3gpp.org/ftp/workshop/FS_6GSpecs/6GSM_Meeting_01/Docs/6GSM-250038.zip) | **pCR** 21.802 Rel-20 Shortcomings - pCR on 21.802 Section 4.2 | Xiaomi |  | 1 paint point (large files, slow in print layout) |
| **5.3** | **Requirements Identification (clause 4.3)** |  |  |  |  |  |
| ***5.3.1*** | ***General Requirements (clause 4.3.1)*** |  |  |  |  |  |
|  |  | [0016](https://www.3gpp.org/ftp/workshop/FS_6GSpecs/6GSM_Meeting_01/Docs/6GSM-250016.zip) | **pCR** 21.802 Rel-20 pCR on General Requirements (clause 4.3.1) | Huawei |  | 12 general requirements. |
|  |  | [0020](https://www.3gpp.org/ftp/workshop/FS_6GSpecs/6GSM_Meeting_01/Docs/6GSM-250020.zip) | **discussion** General Requirements to Improvements to 3GPP Specification Format and Working Methods | Nokia |  | 16 requirements (mixes general and specific requirements?)  |
|  |  | [0023](https://www.3gpp.org/ftp/workshop/FS_6GSpecs/6GSM_Meeting_01/Docs/6GSM-250023.zip) | **pCR** 21.802 Rel-20 General Requirements | Apple |  | 1 general requirement |
|  |  | [0029](https://www.3gpp.org/ftp/workshop/FS_6GSpecs/6GSM_Meeting_01/Docs/6GSM-250029.zip) | **pCR** 21.802 Rel-20 pCR 21.802 – 4.3.1 – General Requirements | Samsung |  | 13 general requirements |
|  |  | [0033](https://www.3gpp.org/ftp/workshop/FS_6GSpecs/6GSM_Meeting_01/Docs/6GSM-250033.zip) | **discussion** General requirements for specification modernization | Ericsson |  | 7 observations/general requirements - does not use the prescribed table format |
|  |  | [0036](https://www.3gpp.org/ftp/workshop/FS_6GSpecs/6GSM_Meeting_01/Docs/6GSM-250036.zip) | **discussion** Docomo's views on General Requirements for new format | NTT DOCOMO INC. |  | 4 proposals/general requirements - does not use the template |
|  |  | [0039](https://www.3gpp.org/ftp/workshop/FS_6GSpecs/6GSM_Meeting_01/Docs/6GSM-250039.zip) | **pCR** 21.802 Rel-20 General requirement - pCR on 21.802 Section 4.3.1 | Xiaomi |  | 4 general requirements |
| ***5.3.2*** | ***Specific Requirements (clause 4.3.2)*** |  |  |  |  |  |
|  |  | [0017](https://www.3gpp.org/ftp/workshop/FS_6GSpecs/6GSM_Meeting_01/Docs/6GSM-250017.zip) | **pCR** 21.802 Rel-20 pCR on Specific Requirements (clause 4.3.2) | Huawei |  | 8 specific requirements |
|  |  | [0021](https://www.3gpp.org/ftp/workshop/FS_6GSpecs/6GSM_Meeting_01/Docs/6GSM-250021.zip) | **discussion** Specific Requirements to Improvements to 3GPP Specification Format and Working Methods | Nokia |  | [pCR content, not a discussion paper]No new requirements |
|  |  | [0024](https://www.3gpp.org/ftp/workshop/FS_6GSpecs/6GSM_Meeting_01/Docs/6GSM-250024.zip) | **pCR** 21.802 Rel-20 Specific Requirements | Apple |  | 7 specific requirements |
|  |  | [0030](https://www.3gpp.org/ftp/workshop/FS_6GSpecs/6GSM_Meeting_01/Docs/6GSM-250030.zip) | **pCR** 21.802 Rel-20 pCR 21.802 – 4.3.2 – Requirements Related to Identified Shortcomings (4.2) | Samsung |  | 8 specific requirements with linkage shown with pain points. |
|  |  | [0034](https://www.3gpp.org/ftp/workshop/FS_6GSpecs/6GSM_Meeting_01/Docs/6GSM-250034.zip) | **discussion** Specific requirements for specification modernization | Ericsson |  | 2 specific observations/requirements - - does not use the template |
| **5.4** | **Other inputs** | [0022](https://www.3gpp.org/ftp/workshop/FS_6GSpecs/6GSM_Meeting_01/Docs/6GSM-250022.zip) | **discussion** Summary of pre-existing work related to Improvements to 3GPP Specification Format and Working Methods | Nokia |  | Is this information useful for the Annex? (If yes, the content needs to be converted to a pCR) |
|  |  | [0031](https://www.3gpp.org/ftp/workshop/FS_6GSpecs/6GSM_Meeting_01/Docs/6GSM-250031.zip) | **pCR** 21.802 Rel-20 pCR 21.802 – Annex A – 3GPP Stakeholder Survey on CR Tools | Samsung, Huawei, ZTE |  |  |
|  |  | [0040](https://www.3gpp.org/ftp/workshop/FS_6GSpecs/6GSM_Meeting_01/Docs/6GSM-250040.zip) | **discussion** Considerations on Best Practices and Tools | MediaTek Inc. |  | **LATE input**20 proposals covering working methods/best practices, and tools |
| **6** | **Work Plan** |  |  |  |  |  |
| **7** | **Any other business** |  |  |  |  |  |
| **8** | **Closing of the meeting** |  |  |  |  | **Meeting closes at 15:00 UTC on 6th August 2025** |

# Future meetings

|  |  |
| --- | --- |
| Meeting | Date/Time  |
| Conference call #2 | 03rd Sep 2025 (Wed), 13:00-15:00 UTC |
| TSG#109 (Joint TSG Session) | 16th Sep 2025 (Tue), 12:30-13:30 (local time) |
| Conference call #3 | 09th Oct 2025 (Thu), 13:00-15:00 UTC |
| Conference call #4 | 10th Nov 2025 (Mon), 13:00-15:00 UTC |
| TSG#110 (Joint TSG Session) | 09th Dec 2025 (Tue), 12:30-13:30 (local time) |
| Conference call #5 | 15th Jan 2026 (Thu), 13:00-15:00 UTC |
| Conference call #6 | 25th Feb 2026 (Wed), 13:00-15:00 UTC |
| TSG#111 (Joint TSG Session) | 10th Mar 2026 (Tue), 12:30-13:30 (local time) |

# Meeting Timeline (including post-conference call email discussion period)

|  |  |  |
| --- | --- | --- |
| **Meeting Day** | **Meeting Details**  | **Remarks** |
| August 06th(Wed) | **FORMAL CONFERENCE CALL #1**13:00 to 15:00 UTC**Start of email discussion period – 15:00 UTC**[Email discussion to be triggered by authors for Tdocs that have been given revisions during the formal call and/or Tdocs that were planned to be treated but could not be handled during the formal call – Tdoc list for email discussion will be confirmed at the end of the formal call. Please refer to email subject guidelines for consistent use of subject lines]  | Topics for FORMAL CALL:AI 3AI 4AI 5 (as many Tdocs as possible)AI 6/7/8  |
| August 07th(Thu) | Email discussion period | During the email discussion period multiple DRAFT revisions may be created and stored in the [post-meeting discussion folder](https://www.3gpp.org/ftp/workshop/FS_6GSpecs/6GSM_Meeting_01/Inbox/Post-meeting%20discussion) under appropriate sub-folder organized per AI. |
| August 08th(Fri) | Email discussion period**End of email discussion period  – 17:00 UTC** |
| **WEEKEND (August 09th-10th) – NO ACTIVITY ON REFLECTOR PLEASE!** |
| August 11th(Mon) | Silent period for authors to incorporate feedback from email discussions, and any offline discussions.**Start of ROUND 1 final review period – 17:00 UTC**[Tdocs for final review must be circulated at start of final review period, and as early as possible][During the final review period, companies must express their objections, if any. If no concerns or objections are expressed to the final Tdocs that are circulated during this period, they will be considered endorsed] | Authors who wish to propose their latest DRAFT revision for endorsement can submit it for final review. This can be either the latest DRAFT or the original base Tdoc (if there are no changes made during email discussions). |
| August 12th(Tue) | **End of ROUND 1 final review period – 15:00 UTC**[For Tdocs that have not been endorsed in ROUND 1 due concerns/objections or to incorporate any text proposals for making progress, the authors may circulate a revised Tdoc for a ROUND 2 final review, which must be circulated only at the start of ROUND 2 period]**NOTE:** No email discussions is expected on the reflector between the end of ROUND 1 and start of ROUND 2 final review period.**Start of ROUND 2 final review period – 17:00 UTC** | Endorsed (DRAFT) Tdocs after ROUND 1 final review will be published prior to start of ROUND 2 final review. The authors of the endorsed Tdocs are expected to incorporate the new Tdoc# (issued by the meeting) and upload to the Inbox/Endorsed folder.Same process repeats as in ROUND 1 final review period. |
| August 13th(Wed) | **End of ROUND 2 final review period – 15:00 UTC**End of meeting Chair notes with final disposition will be shared based on the outcome of the ROUND 1+2 final review periods. |  |
|  |  |  |  |

# Post-conference call email discussion guidelines

* Email discussions can be triggered only by the authors of the Tdoc, and **SHALL** usesubject format “**[Meeting#][AI #][Tdoc#] Tdoc Title**” e.g. **[CC#1][AI 5.1][6GSM-250008] Skeleton of TR 21.802**. During the initial email trigger, the author may summarize the contribution within the body of the email, and include the link to the Tdoc under review.
* Delegates who wish to provide comments may do so by replying to the email thread initiated by the author. It is strongly recommended that delegates provide specific/actionable comments to the author either in the body of the email or by providing feedback with track changes/annotated comments within the Tdoc and placing them in the appropriate [post-meeting discussion folder](https://www.3gpp.org/ftp/workshop/FS_6GSpecs/6GSM_Meeting_01/Inbox/Post-meeting%20discussion) (sub-folders are organized per AI). When providing comments in a Tdoc, please ensure that indicate your company name in the file name e.g. **6GSM-250008\_Skeleton of TR 21.802\_Company Name.**
* Email subjects are used for tracking/filtering purposes, therefore, when replying to emails with your comments, it is recommended that delegates **DO NOT CHANGE THE SUBJECT** line. The subject lines **SHALL** be changed only by the author/Rapporteur/Chair as required e.g. to rectify the subject line to reflect the correct Tdoc or a revision of the Tdoc.
* At any time during the email discussion the author may create DRAFT revisions of the Tdoc under email discussion period to seek new comments. In such case, the author must use a revised SUBJECT [**Meeting#][AI #][Tdoc#\_RevX] Tdoc Title**” e.g. **[CC#1][AI 5.1][6GSM-250008\_Rev1] Skeleton of TR 21.802**. This step **DOES NOT** require a new Tdoc.
* For the FINAL REVIEW period, the SUBJECT line must be as follows (R1-Round 1, R2-Round2):
	+ **[FINAL REVIEW–R1]**[**Meeting#][AI #][Tdoc#\_RevX] Tdoc Title**” e.g. **[FINAL REVIEW – R1][CC#1][AI 5.1][6GSM-250008\_Rev2] Skeleton of TR 21.802**
	+ **[FINAL REVIEW–R2]**[**Meeting#][AI #][Tdoc#\_RevX] Tdoc Title**” e.g. **[FINAL REVIEW – R2][CC#1][AI 5.1][6GSM-250008\_Rev3] Skeleton of TR 21.802**

# Overall process

* During the conference calls, pCRs to TR 21.802 will be discussed, and may be endorsed/revised/noted/merged/postponed/rejected/withdrawn
* The week immediately after each conference call may be used for email approval of any subsequent revisions.
* All the **endorsed** pCRs (during CC and email approval) will be incorporated into the next editorial version (0.0.**z**) increment of TR 21.802.
* If the next meeting is:
	+ conference call, the version will be used in the next conference call as the baseline.
	+ TSGs, the version will be discussed during the joint TSG session, leading to the next technical version (0.**y**.0) increment of TR 21.802 at the end of the session and agreement by TSGs.

# Online meeting etiquettes

* Please set your online presence in the following format, if permitted by your organisation's IT settings:
	+ Affiliation – Firstname SURNAME
	+ Example: ETSI – Andrew SMITH
* Please indicate your name and affiliation when you start speaking.
	+ Example: Andrew Smith from ETSI. My question is…
* Please use “Raise Hand” function in Teams to request the floor.
* Please mute yourself when you are not speaking.

# Meeting Bridge (CC#1)

**================**

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Meeting ID: 354 134 502 237 1

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