Tokyo, Japan

9 - 11 March 2005

Agenda Item:	**13**
Source:	**IPWireless**
Title:	**Working Procedures**
Document for:	**Discussion and Decision**

Background/Problem

Companies are generally keen to progress work in certain specific areas. They

- provide WI or SI rapporteurs in order to facilitate management and coordination of work across RAN WGs

- participate in RAN WG meetings because meeting agendas distributed indicate that WI or SIs will be dealt with which are of particular interest.

- develop contributions and send delegates on the basis of the agenda distributed.

On several occasions certain RAN WG meetings fail to deal with certain agenda items. Consequently companies waste resource developing contributions or sending delegates for specific agenda items and WI or SI are unable to progress as planned.

Proposal

In order to remedy the problem highlighted above RAN is requested to provide direction to its WGs as follows

- The agenda for a RAN WG meeting should cover all WIs and SIs for which the WG has responsibility (primary or secondary responsibility)[1]

- The RAN WG meeting time should be planned so that all agenda items are dealt with

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[1] Unless RAN has specifically requested that the scope a RAN WG meeting be limited in some way, e.g. to Rel6 or to cover specific WIs