Technical Specification Group Services and System Aspects   ***TSGS#09(00)0459***
Meeting #9, Kapolei, Hawaii, USA, 25-28 September 2000

Source: MCC (Adrian Scrase)

Title: Report of Support Team activities

Document for: Decision

Agenda Item: 10

1 Introduction

This report covers the period between TSG#8 and TSG#9. During this period a number of organizational changes have been made which are detailed below. The report also includes **4** actions which TSG SA are requested to discharge.

2 The Support Team

2.1 MCC Departures

As previously announced, **Franco Settimo** has now departed from MCC. Franco was a key member of the team providing support to TSG CN and MCC is much indebted to him for his services. In his new position he will not be directly involved in the standards industry.

David Williams has also departed from MCC. David has worked for many years providing support services to both former SMG groups and also to TSG RAN. In his new position, David will still be active in standardization and we should expect to see him present in 3GPP meetings.

Monica Hellman will leave MCC shortly to return to her company. Monica has provided support services to TSG CN and although her time in MCC has been relatively short she has earned considerable respect from her colleagues.

MCC would like to extend its thanks to those departing and wishes them well for the future.

2.2 MCC Arrivals

3 new experts have been recruited to MCC.

Cesar Gutierrez has joined the team on secondment from Telefonica d'Espana, Spain, and will provide support to RAN 4 as well as to the internal ETSI group TC MSG. Cesar has already has already started his work in Sophia Antipolis and is present during these TSG meetings.

Kimmo Kymäläinen will start work soon in MCC and will be provided on secondment from Sonera Corporation, Finland. Kimmo will provide support in the TSG CN area.

Per Johan Jørgensen will also start work in MCC in the near future. Per will be provided on secondment from Ericsson, Norway, and will also work in the TSG CN area.

I would like to thank the 3GPP Individual Members for making such high calibre experts available for work within MCC.

2.3 Voluntary Assistance to MCC

The workload related to TSG RAN peaks at the time of the TSG meeting, with a very high number of change requests needing to be implemented within a short timescale. This has led to an overload situation for the team supporting TSG RAN. To help overcome this problem ARIB have agreed to provide voluntary experts on a temporary basis to assist in the implementation of CRs. The voluntary experts remain at their home location in Tokyo but will work under the remote guidance of MCC. The first experience gained with this

approach is very promising and thanks are due to ARIB for their conscientious efforts.
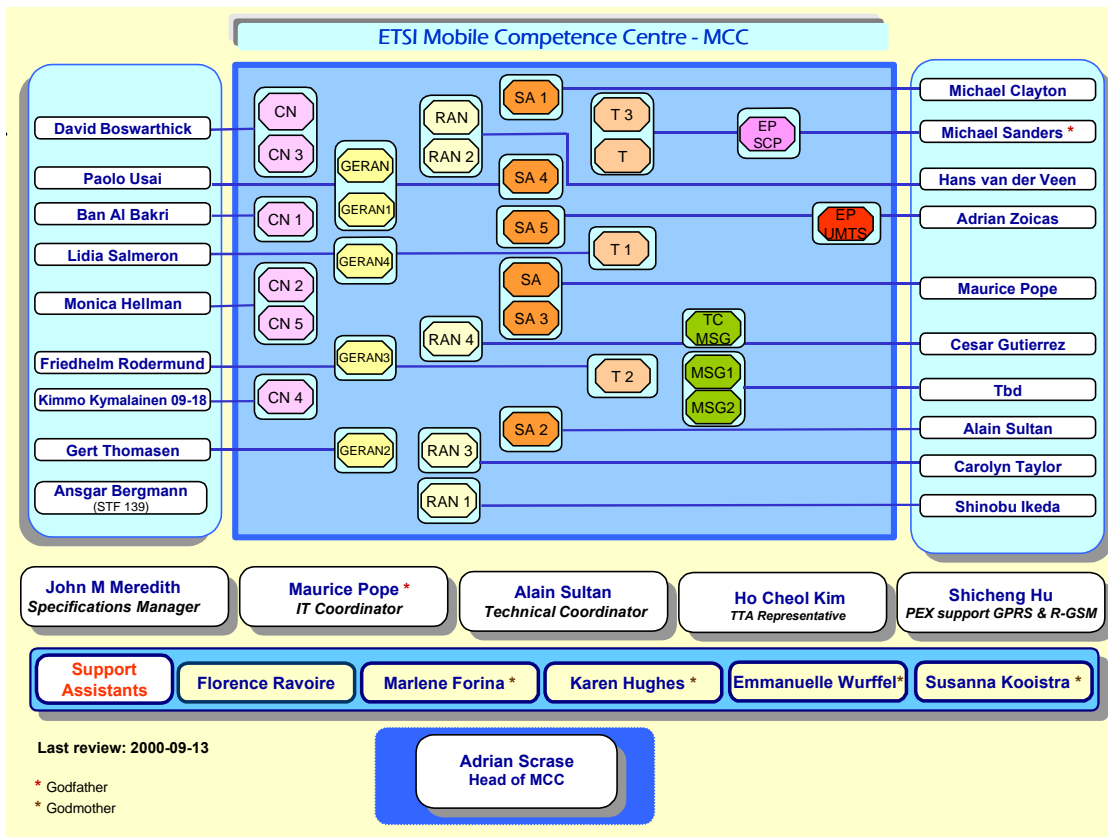
2.4 MCC Vacancies

The are currently no vacancies within MCC. However, it is not unlikely that vacancies will occur over the coming months and Individual Members are encouraged to look within their organizations to identify likely candidates. Vacancies are posted on the 3GPP web site and further information concerning contractual terms and conditions can always be obtained from mailto:adrian.scrase@etsi.fr.

2.5 Organization of MCC

With the recent departures and arrivals, some organizational changes will take place within MCC.

The figure given below shows the allocation of resources to each entity with 3GPP and is a snapshot taken on 13 Sept. This chart is regularly maintained and the latest version may always be obtained from the 3GPP website at http://www.3gpp.org/

Individual members may also wish to visit the MCC Gallery on the web site where photographs and profiles can be found for each team member.

3 3GPP Specific Tasks

A detailed report was given to SA#8 concerning the creation of a number of task forces under MCC responsibility that have been created to perform specific tasks. These tasks are as follows:

MCC Task 160	Conformance ATSs for UE
MCC Task 161	UE test description for R99
MCC Task 162	Interface tests for terminal / USIM and the conformance tests for the USIM
MCC Task 172	GSM/GPRS-EDGE ICS Proforma for MS (100% ETSI funded)

The recruitment of experts for the above tasks has been completed as reported previously and these activities are now well under way. There are no problems to report. It should be noted however that these specific tasks represent a significant investment since their combined funding is in the order of 1 MEuro for

year 2000.

MCC is responsible to oversee the NB AMR Codec Characterization tests for 3G which will be subcontracted to testing laboratories. The contracts for these tests have now been prepared and the work should start shortly. It was found that the cost of performing the tests in the Korean language will be higher than originally estimated and authorisation for this additional cost is being sought from the 3GPP Partners.

MCC is also responsible to oversee the laboratory testing for the WB AMR Codec selection process. The contracts for these tests have now been prepared and the work should start shortly.

4   Workload

3GPP (and therefore MCC) is responsible for the following specifications:

378 3G specifications
1432 2G/3G shared specifications (317 of these are maintained by the new TSG GERAN)
1286 2G specifications

Prior to this meeting (and prior to the recent meeting of TSG GERAN), MCC had handled the following Change Requests in year 2000:

2198 CRs to 3G specs
811 CRs to 2G specs

During GERAN#1 and TSG#9 a further **1333 CRs** are expected to be approved

Since the beginning of the year until the end of August, MCC has also supported:

184 3GPP meetings (TSG, WG, Ad Hoc)

These involved the following travels away from the MCC Headquarters

54 Intercontinental travels
188 European travels

5   Budget

5.1   Year 2000

All funding requests from the TSGs for year 2000 have been honoured by the 3GPP Organizational Partners and MCC is on target to complete the year within budget. Financial expenditure and asset control is the responsibility of MCC but a Finance and Funding group has now been created by the Organizational Partners to oversee this process and to ensure the necessary level of transparency. For those who have an interest in this area, you may wish to consult the finance area on the 3GPP web site where you can find charts that give a monthly update on MCC expenditure.

5.2   Year 2001

A first proposal for a year 2001 Budget has been approved by the Organizational Partners and a refined proposal will be submitted for their final approval in November. The proposed budget assumes the same level of support to the TSGs as currently provided and it is important that the TSGs confirm this position. Any requests for additional support or funding of specific tasks must be made now if the necessary resources are to be provided on time.

Action 1:   All TSGs are requested to indicate any additional support requirements or funding of specific tasks for year 2001.

6   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. MCC receives many requests for information and the responses that we provide have now been formed into a "Frequently Asked Questions" area on the web site.

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.

7   Working methods

7.1   LANs and RLANs

Following on from the good experience gained during TSG#8, MCC has provided a Radio Lan servive for TSG#9. In addition to the consignment of cards provided by Lucent, Nokia have now provided some cards and radio access ports that are compliant to the IEEE 802.11b standard. The first experience gained shows that these products interoperate fully with each other and this overcomes any doubt that this technology is manufacturer dependant. Thanks are of course due to both Lucent and Nokia who have kindly provided equipment for these trials.

There is a strong interest to move more towards a radio solution for 3GPP meetings in general since the cost of installing a hard wired line is not insignificant. During TSG#9, more than 40 users were connected to the Lan via a radio path but some guidance from TSG SA would be useful in determining how much enthusiasm there is to move towards a full radio solution in the future. If TSG SA supports such a move then the participants should be encouraged to purchase suitable cards for future meetings. The ability to distribute meeting documents by CD ROM will always be maintained in case there are technical problems with the installed (Radio) Lan.

Action 2:   TSG is requested to provide a measure of support for the increased use of Radio Lans within 3GPP and to encourage participants to consider obtaining IEEE 802.11 compliant cards.

7.2   On-line meeting registration.

An on-line meeting registration tool has been developed and will be used for the first time for TSG#9. This tool allows delegates to register for a meeting via a web interface and will reduce significantly the administrative overhead that this entails. Whilst some participants will find the move from the fax machine to an online registration system a difficult transition, it is hoped that this new method will save time for all involved. Following the successful trial of the system at TSG#9 it will be made more widely available for all 3GPP meetings. Feedback on the usefulness of this tool is always welcome and comments should e directed to mailto:emmanuelle.wurffel@etsi.fr

7.3   Webcasting of TSG meetings

A study has been undertaken on the feasibility to introduce the webcasting of TSG meetings. This activity has been done in conjunction with a similar proposal to introduce this service for ETSI high level meetings. Audio/video encoding and streaming equipment has been used in a series of tests in order to determine the expected level of quality that can be expected and a live trial will be conducted for the next ETSI General Assembly meeting. In the first instance, it is only envisaged to provide a one way webcast of the meeting and not to provide for remote participation in a meeting.

The hardware required for webcasting is not expensive, being in the order of 10 kEuro per system. However, there will be an increased cost for the meeting host since a reliable connection will be needed from the meeting venue to a web server (probably to be located with www.3gpp.org).

It would be useful if TSG SA could indicate the level of interest in pursuing this idea and whether it should now be moved into a trial phase.

Action 3:   TSG SA is requested to indicate the level of interest in pursuing the idea of webcasting TSG meetings.

7.4   3GPP TSG meeting CD ROM

Some interest has been shown in preparing a CD ROM following each TSG meeting session. Such a CD ROM could immediately contain all TSG meeting documents, the status list, change request database, 3GPP specifications etc. After a short delay the CD ROM could also contain all up updated 3G specifications with CRs having been implemented. It is also possible that due to the volume of documents the DVD format may be more suitable. (Note: ETSI already publishes its entire publications portfolio on a single DVD). If 3GPP was to pursue such an idea then it is most likely that the publication would need to be sold on a cost recovery basis.

Before investing more time in this direction it would be useful to obtain a measure of support from TSG SA to see whether there would be sufficient interest in purchasing such a product if it were to be made available.

Action 4: **TSG SA is requested to indicate the level of interest in pursuing the publication of a TSG CD (ROM or DVD) and to indicate what such a publication should contain.**

8 Outlook for remainder of 2000

With year 2000 drawing to an end, MCC will have completed its first full year of operation. This is an ideal time to reflect on both performance and cost to ensure that the Individual Members continue to receive the services that they require at an affordable cost. Whilst MCC continuously looks inwardly to answer these questions I do rely on feedback from Individual Members. I welcome any helpful suggestions for improvement which should be sent to adrian.scrase@etsi.fr