



Publication Process Guidelines

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Editor

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Revision History

Revision	Description of Changes	Date
Rev 0 v1.0	Publication	March 2004
Rev 0 v2.0	Publication	March 2007
Rev 0 v3.0	Changes made to ensure compliance with SC.R1005 3GPP2 Drafting Rules	August 2011
Rev 0 v4.0	Changes to reflect restructuring and SC.R1005	March 2013

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1 **FOREWORD**

2 This foreword is not part of this document.

3 This document was prepared by the Third Generation Partnership Project 2 (3GPP2). This
4 document in conjunction with SC.R1002, describes procedures related to 3GPP2 publication
5 numbering and processing.

6

1 INTRODUCTION

1.1 Scope

This document is to provide uniform procedures and guidelines across all TSGs for 3GPP2 technical specifications and technical reports intended for publication.

1.2 References

The following documents are referenced herein:

[1] 3GPP2 Working Procedures Document (WPD)

[2] 3GPP2 SC.R1003 Work Item, Stage 1 and System Requirements Process Guidelines

1.3 Document Conventions

“Shall” and “shall not” identify requirements to be followed strictly to conform to this document and from which no deviation is permitted. “Should” and “should not” indicate that one of several possibilities is recommended as particularly suitable, without mentioning or excluding others, that a certain course of action is preferred but not necessarily required, or that (in the negative form) a certain possibility or course of action is discouraged but not prohibited. “May” and “need not” indicate a course of action permissible within the limits of the document. “Can” and “cannot” are used for statements of possibility and capability, whether material, physical or causal.

1.4 Definitions and Abbreviations

The terms and abbreviations used within this document are defined as follows:

V&V	V&V is part of the specification development process. V&V is the process in which all technical issues associated with Technical Specifications and Reports shall be addressed, resolved, verified and validated by the TSG for the purpose of ensuring accuracy, consistency and integrity of the document.
TSG Final Review and Approval	TSG Final Review and Approval is the process in which any Technical Specifications and Technical Reports shall be reviewed and approved by the TSG plenary for submission to the SC for review and approval prior to 3GPP2 publication.
Industry Notice	A type of Technical Report designed to alert the industry to a technical issue that has been identified in a published 3GPP2 document, providing a full and detailed description of the impact to the industry. An Industry Notice does not contain any normative elements. Publication of an Industry Notice follows the

	same process as publication of a Technical Report.
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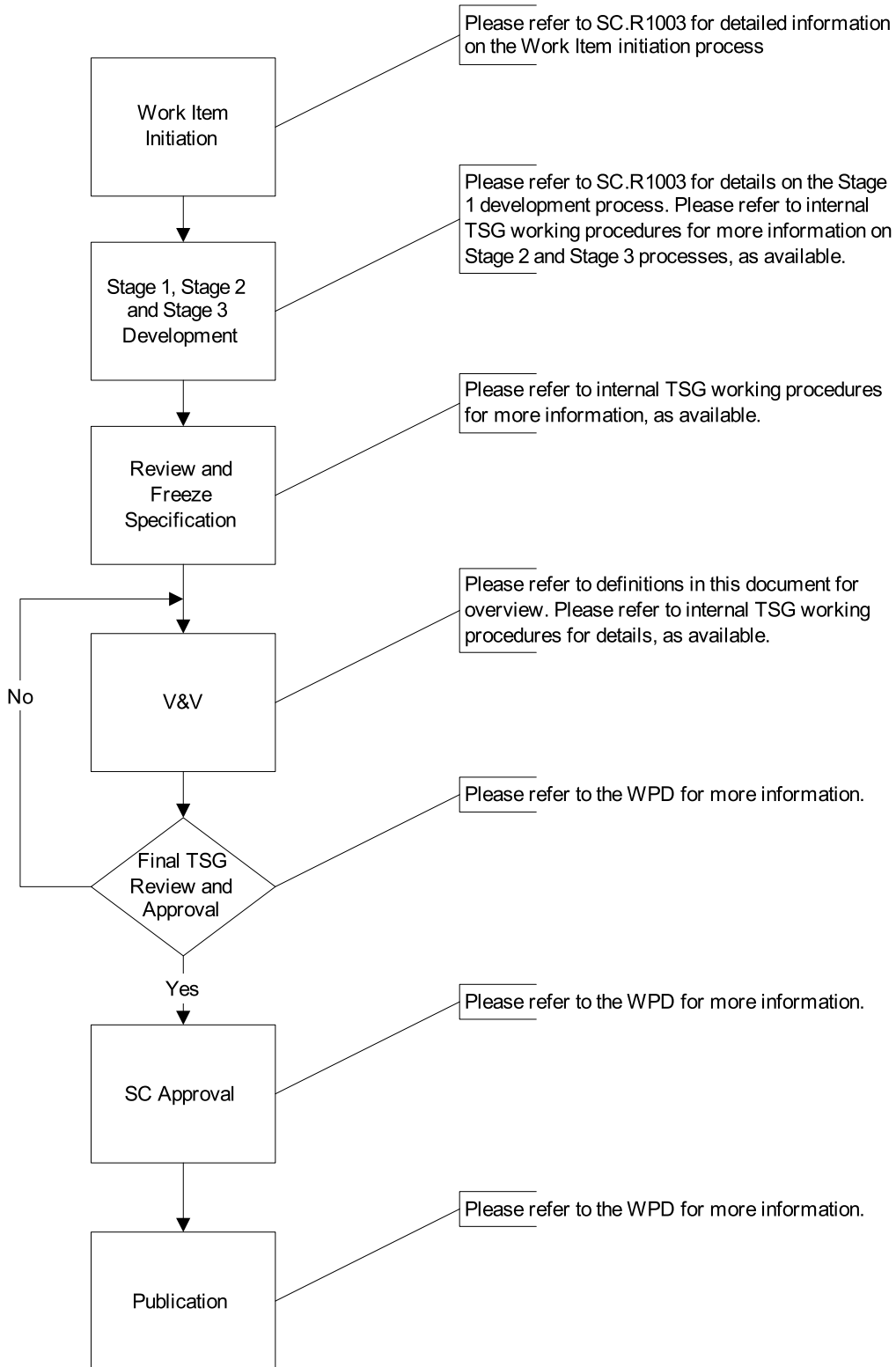
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2 PUBLICATION PROCESS

The Publication Process completes the life cycle for the development of a new revision, version or point release of a 3GPP2 specification.

The overview of the Publication Process is presented as a flowchart in Figure 1: Flowchart of Overview of 3GPP2 Publication Process. The detailed description is identified in **Table 1: Detailed Steps of 3GPP2 Publication Process**. Descriptive text follows in *Section 2.1*.

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Figure 1: Flowchart of Overview of 3GPP2 Publication Process

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Table 1: Detailed Steps of 3GPP2 Publication Process

Process	Who	What	To	Notes
<p>Initiate Work Item</p> <p>[SC.R1003]</p>	TSG members	Refer to SC.R1003 for detailed information on the Work Item Initiation Process.		
<p>Develop Stages 1, 2, and 3</p> <p>[Stage 1: SC.R1003; Stage 2 & 3: Internal TSG process]</p>	TSG(s)	<p>Technical contributions reviewed and deliberated by TSGs.</p> <p>Baseline Text developed by TSG.</p>		

Process	Who	What	To	Notes
<p>Review and Freeze Spec</p> <p>[Internal TSG process]</p>	TSG	<p>TSG reviews specification and consensus reached that document is complete.</p> <p>TSG approves document for Verification and Validation.</p>		<p>TSG reviews specification in preparation for V&V. Technical modifications and editorials may be identified and resolved prior to approval for V&V.</p>

Process	Who	What	To	Notes
V&V [SC.R1001 & Internal TSG process]	TSG Chair	Sends document for V&V processing noting: - The specification/report to be considered - The optional template by which V&V comments are to be submitted - The timeframe for submitting comments - Where comments should be sent (i.e., TSG)	3GPP2 Secretariat	See definition in Section 3.
	3GPP2 Secretariat	Distributes document under consideration, noting the information provided by the TSG Chair.	OP and TSG members	The originating TSG may opt to circulate the document to participants in other TSGs depending on the subject matter. This may be accomplished: - Directly by the originating TSG in the form of correspondence - Via the Secretariat during distribution of the document
	Members, OPs, MRPs, Guests, 3GPP2 Secretariat or Observers	Submit Comments.	Destination as noted in the 3GPP2 liaison initiating V&V process	

Process	Who	What	To	Notes
Resolution of V&V Comments by TSG [Internal TSG process]		Discussion by TSG.		
	TSG	Determines if document is ready for Final TSG Review and Approval.		
Repeat Steps “V&V” and “Resolution of V&V Comments by TSG” as necessary				
[Internal TSG process]	TSG	TSG reaches consensus on final document and approves document for the next step, “Final TSG Review and Approval”.		
Final TSG Review and Approval [WPD & SC.R1001]	TSG	TSG reviews documents and confirms and approves document for submission to the SC for review and approval prior to 3GPP2 publication.		See definition in Section 3.
SC Approval	3GPP2 Secretariat	Sends document for 15-day SC review.	3GPP2 Secretariat	

Process	Who	What	To	Notes
[WPD]				
	SC members, 3GPP2 Secretariat	Submit Comments (if any).	3GPP2 Secretariat	
	3GPP2 Secretariat	Submits comments for resolution (if any) .	SC body	
	SC body	Concludes comment resolution and issues notification (if any).	3GPP2 Secretariat	
Publication [WPD]	3GPP2 Secretariat	Publishes, by posting, document on Web site.		
	3GPP2 Secretariat	Issues notification that document is published.	OP and SC	
[WPD Articles #2 & #47]	OP	SDO Transposition of 3GPP2 published specification.		

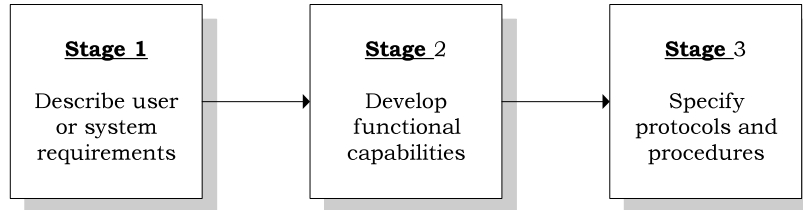
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2 **2.1 Description of Steps in 3GPP2 Publication Process**3 3GPP2 publishes Technical Specifications and Technical Reports. Publication completes the
4 development cycle of a new revision, version or point release of such documents.5 **2.1.1 Work Item Initiation**6 The development cycle begins with the initiation of a Work Item (WI) as proposed by TSG
7 participants. A 3GPP2 Work Item is a specification task that defines parameters such as
8 intended type of document(s), technical scope, impact on other 3GPP2 Work Items, and
9 supporting Individual Members (IMs). SC-approved Work Items are entered into the 3GPP2
10 Work Program. Refer to the 3GPP2 Working Procedures and SC.R1003-0 for detailed
11 information on Work Item process and procedures.12 Initiation and approval of a Work Item is accompanied by the technical development of
13 supporting Stage 1, 2 and 3 documents within the TSGs as appropriate. Activity on the WI

1 may result in one or more new documents, revisions to existing documents, or the work
2 associated with multiple Work Items may be combined.

3 2.1.2 Stage 1, 2, and 3 Development

4 The TSGs prepare and maintain 3GPP2 documents based on the review and deliberation of
5 technical contributions submitted by TSG participants. Three stages in the development cycle
6 of a 3GPP2 document are illustrated in Figure 2: Stages 1, 2 and 3 and described below.



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Figure 2: Stages 1, 2 and 3

- 9 • Stage 1 describes the requirements from a user’s perspective or describes the system
10 requirements. The Stage 1 requirements drive the following two stages. Refer to
11 SC.R1003-0 for detailed information on the 3GPP2 Stage 1 process and procedures.
- 12 • Stage 2 identifies the functional capabilities and attributes as well as the information
13 flows needed to support the requirements as described in Stage 1. Refer to the internal
14 TSG Working Procedures for detailed information on the 3GPP2 Stage 2 process.
- 15 • Stage 3 provides the system (e.g., signaling, switching) protocols, procedures, and
16 message elements based on the Stage 2. Refer to the internal TSG Working Procedures
17 for detailed information on the 3GPP2 Stage 3 process.

18 The Stage 1, 2 and 3 development processes consist of technical contributions being reviewed
19 and deliberated in the TSGs, resulting in the corresponding baseline text(s).

20 2.1.3 Review and Freeze Specification

21 During this step in the publication process the TSG conducts a comprehensive inspection of
22 the document, within the TSG, consistent with its own working procedures. The document is
23 checked for completeness, consistency, and testability, as appropriate. Once the TSG
24 determines that all amendments have been made and the document is complete, the content of
25 the document is frozen. The TSG approves the frozen document for Verification and Validation
26 (V&V).

27 2.1.4 Verification and Validation

28 The V&V step is intended to ensure and maintain high quality technical specifications and
29 technical reports. V&V allows a broader community within 3GPP2 to examine and comment on
30 the contents of a document. It allows implementers and other “fresh eyes” to ensure that the
31 document is technically sound, complete, and non-ambiguous prior to publication. V&V offers
32 the broader 3GPP2 community the opportunity to assess the document for readiness for the
33 engineering, design and development of hardware and software.

34 The TSG Chair initiates V&V processing by sending correspondence to the 3GPP2 Secretariat
35 that includes the following information:

- 1 • The technical specification or technical report for V&V.
- 2 • The V&V comment template. Use of the template is optional.
- 3 • The V&V participants as determined by the originating TSG.
- 4 • The timeframe for submitting comments. The timeframe will vary based on the
- 5 document at the discretion of the TSG, allowing for a meaningful review of the
- 6 document.
- 7 • The TSG contact where V&V comments should be sent.

8 The 3GPP2 Secretariat distributes the document for V&V as instructed by the TSG Chair to

9 the V&V participants (i.e., Organizational Partners (OP) and Individual Members (IM)).

10 In addition, the originating TSG may decide to distribute the document for V&V to

11 participants of other TSGs depending on the technical subject of the document.

12 The V&V participants submit comments to the destination identified in the V&V initiating

13 correspondence. Comments may be submitted by individual members, OPs, MRPs, guests

14 or observers.

15 2.1.5 Resolution of V&V Comments by TSG

16 V&V comments are addressed for resolution by the originating TSG. Based on the

17 determination of the TSG, technical and editorial amendments may be made to the document.

18 If substantive technical modifications are made to the document as a result of the resolution of

19 V&V comments the **“Verification and Validation (V&V)”** and **“Resolution of V&V Comments**

20 **by TSG”** steps are repeated, as necessary.

21 Once the TSG determines, preferably by consensus of the individual members participating,

22 that the document is complete, the TSG determines that the document is ready to proceed for

23 “Final TSG Review and Approval.”

24 Refer to the internal TSG Working Procedures for more details of the “Resolution of V&V

25 Comments by TSG” step in the publication process.

26 2.1.6 Final TSG Review and Approval

27 The TSG reviews, confirms, and approves the document for submission to the SC for review

28 and approval prior to 3GPP2 publication.

29 The TSG Chair initiates correspondence for transmittal of the document to the 3GPP2

30 Secretariat to request SC review and approval of the document for 3GPP2 publication.

31 2.1.7 SC Approval

32 The 3GPP2 Secretariat sends the document for a 15-day SC review to the Steering Committee

33 members. The Steering Committee members submit comments, if any, to the 3GPP2

34 Secretariat. The intent of the Steering Committee review is to solicit any comments by the

35 Steering Committee members on the procedural matters, and not on technical merits. The

36 3GPP2 Secretariat consolidates and submits comments, if any, for resolution to the Steering

37 Committee. The Steering Committee addresses the comments, if any, for resolution. If there are

1 no comments for resolution or once comment resolution is concluded, the SC approves the
2 document for publication and issues notification to the 3GPP2 Secretariat.

3 Refer to the 3GPP2 Working Procedures document for details of the “SC Approval” process.

4 2.1.8 Publication

5 The publication results in a new revision, version, or point release of a document. The 3GPP2
6 Secretariat publishes the document, by posting, the document on the 3GPP2 website at
7 www.3gpp2.org. The 3GPP2 Secretariat issues notification to the SC and OPs that the
8 document has been published. The Organizational Partners conduct SDO transposition of the
9 3GPP2 published document.

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