



Publication Process Guidelines

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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 w/SC.R1005 (3GPP2 Drafting Rules)	9 August 2011
Rev 0 v3.0	Republication text based on editorial corrections for header and document number references	18 October 2012

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1 **FOREWORD**

2 This foreword is not part of this document.

3 This document, in conjunction with SC.R1002, describes procedures related to 3GPP2
4 publication numbering and processing.

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1 **1 INTRODUCTION**

2 1.1 Scope

3 This document is to provide uniform procedures and guidelines across all TSGs for
 4 3GPP2 technical specifications and technical reports intended for publication.

5 1.2 References

6 The following documents are referenced herein:

- 7 [1] 3GPP2 Working Procedures Document (WPD) April 2011
- 8 [2] SC.R1003, Work Item, Stage 1 and System Requirements Process Guidelines

9 1.3 Document Conventions

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

19 1.4 Definitions and Abbreviations

20 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 and provide 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

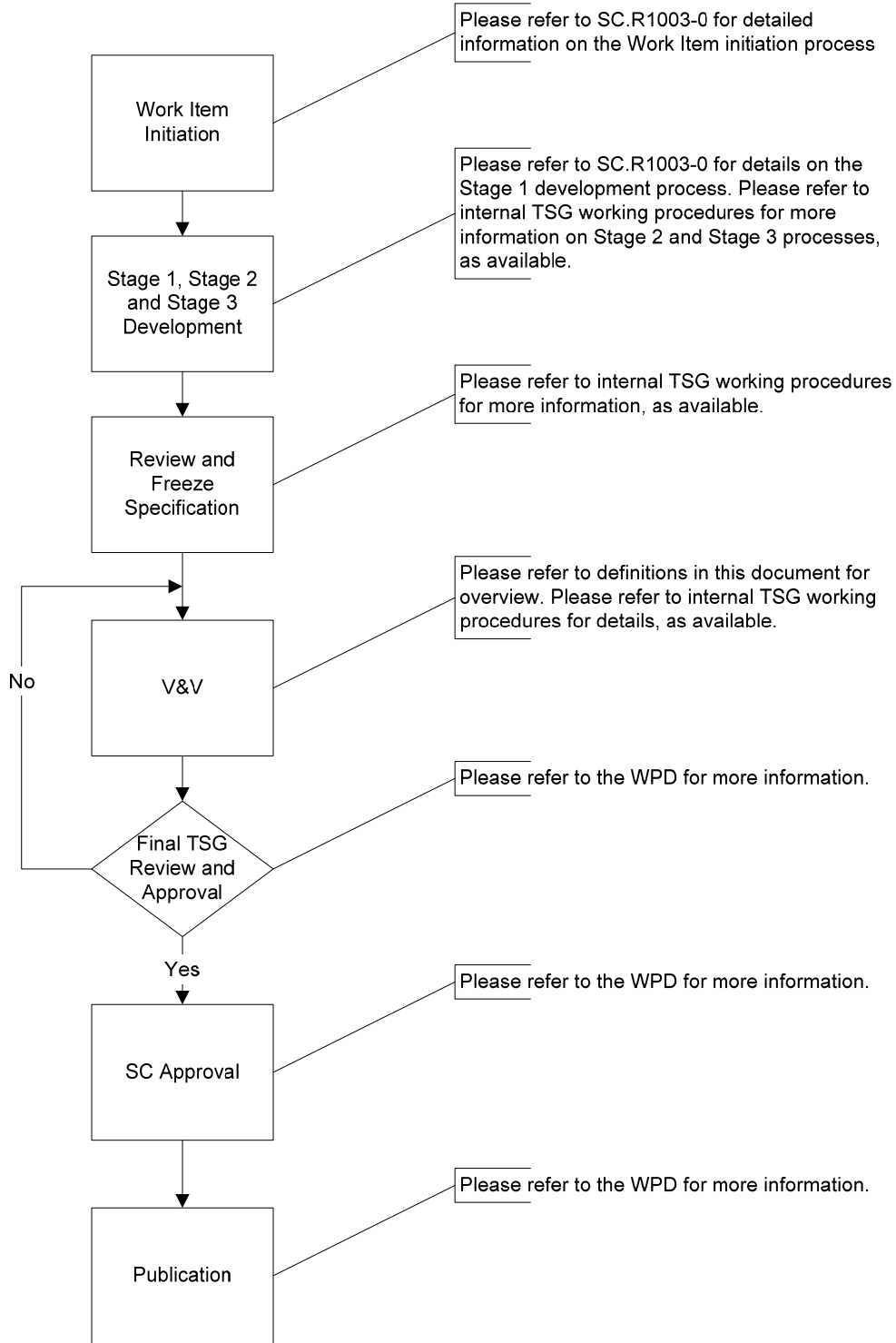
	same process as publication of a Technical Report.
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2 **2 PUBLICATION PROCESS**

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

5 The overview of the Publication Process is presented as a flowchart in Figure 2-1. The
6 detailed description is identified in Table 1. Descriptive text follows in Section 2.3.



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Figure 2-1: Flowchart of Overview of 3GPP2 Publication Process

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Table 2-1: Detailed Steps of 3GPP2 Publications Process

Process	Ref	Who	What	To	Notes
Work Item Initiation	SC.R1003-A v1.0	TSG members	Refer to SC.R1003 for detailed information on the Work Item Initiation Process		
Stages 1, 2, and 3 Development	Stage 1: SC.R1003 Stage 2 & 3: Internal TSG Working Procedures	TSG(s)	Technical contributions reviewed and deliberated by TSGs. Baseline Text developed by TSG.		
Review and Freeze Specification	Internal TSG Working Procedures	TSG	TSG reviews specification and consensus reached that document is complete. TSG approves document for Verification and Validation		TSG reviews specification in preparation for V&V. Technical modifications and editorials may be identified and resolved prior to approval for V&V.

Process	Ref	Who	What	To	Notes
V&V	Overview: SC.R0001 (this document) Details: Internal TSG Working Procedures	TSG Chair	Sends document for V&V processing noting: <ul style="list-style-type: none"> • 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	Organizational Partners and TSG membership	The originating TSG may opt to circulate the document to participants in other TSGs depending on the subject matter. This may be accomplished: <ol style="list-style-type: none"> a. Directly by the originating TSG in the form of correspondence b. Via the Secretariat during distribution of the document

Process	Ref	Who	What	To	Notes
		Members, OPs, MRPs, Guests, the 3GPP2 Secretariat or Observers	Submit Comments	Destination as noted in the 3GPP2 correspondence initiating V&V process	
Resolution of V&V Comments by TSG	Internal TSG Working Procedures		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 working procedures, as available	TSG	TSG reaches consensus on final document and approves document for the next step, “Final TSG Review and Approval”.		

Process	Ref	Who	What	To	Notes
Final TSG Review and Approval	WPD & SC.R0001 (this document)	TSG	TSG reviews documents and confirms and approves document for submission to the SC for review and approval prior to 3GPP2 publication	3GPP2 Secretariat	See definition in Section 3.
SC Approval	WPD	3GPP2 Secretariat	Sends document for 15-day SC review	Steering Committee members	
		Steering Committee members, 3GPP2 Secretariat	Submit Comments (if any)	3GPP2 Secretariat	
		3GPP2 Secretariat	Submits comments for resolution (if any)	Steering Committee (collective body)	

Process	Ref	Who	What	To	Notes
		Steering Committee (collective 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	Organizational Partners and Steering Committee	
	WPD, Article 2 and Article 47	Organizational Partners	SDO Transposition of 3GPP2 published specification		

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1 2.1 Description of Steps in 3GPP2 Publication Process

2 3GPP2 publishes Technical Specifications and Technical Reports. Publication
3 completes the development cycle of a new revision, version or point release of such
4 documents.

5 2.1.1 Work Item Initiation

6 The development cycle begins with the initiation of a Work Item (WI) as proposed by
7 TSG participants. A 3GPP2 Work Item is a specification task that defines parameters
8 such as intended type of document(s), technical scope, impact on other 3GPP2 Work
9 Items, and supporting Individual Members (IMs). SC-approved Work Items are entered
10 into the 3GPP2 Work Program. Refer to the 3GPP2 Working Procedures and SC.R1003-
11 0 for detailed information on Work Item process and procedures.

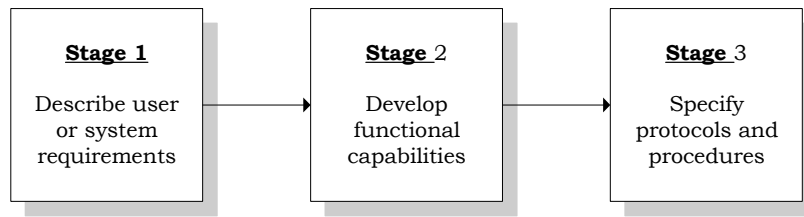
12 Initiation and approval of a Work Item is accompanied by the technical development of
13 supporting Stage 1, 2 and 3 documents within the TSGs as appropriate. Activity on the
14 WI may result in one or more new documents, revisions to existing documents, or the
15 work associated with multiple Work Items may be combined.

16 2.1.2 Stages 1, 2, and 3 Development

17 The TSGs prepare and maintain 3GPP2 documents based on the review and
18 deliberation of technical contributions submitted by TSG participants. Three stages in
19 the development cycle of a 3GPP2 document are illustrated in Figure 2 and described
20 below.

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Figure 2-2: Stages 1, 2 and 3

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3 • Stage 1 describes the requirements from a user’s perspective or describes the
 4 system requirements. The Stage 1 requirements drive the following two stages.
 5 Refer to SC.R1003-0 for detailed information on the 3GPP2 Stage 1 process and
 6 procedures.

7 • Stage 2 identifies the functional capabilities and attributes as well as the
 8 information flows needed to support the requirements as described in Stage 1.
 9 Refer to the internal TSG Working Procedures for detailed information on the
 10 3GPP2 Stage 2 process.

11 • Stage 3 provides the system (e.g., signaling, switching) protocols, procedures,
 12 and message elements based on the Stage 2. Refer to the internal TSG Working
 13 Procedures for detailed information on the 3GPP2 Stage 3 process.

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

16 2.1.3 Review and Freeze Specification

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

23 2.1.4 Verification and Validation

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

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

- 33 • The technical specification or technical report for V&V.
 34 • The V&V comment template. Use of the template is optional.
 35 • The V&V participants as determined by the originating TSG.

1 • The timeframe for submitting comments. The timeframe will vary based on
2 the document at the discretion of the TSG, allowing for a meaningful review
3 of the document.

4 • The TSG contact where V&V comments should be sent.

5 The 3GPP2 Secretariat distributes the document for V&V as instructed by the TSG
6 Chair to the V&V participants (i.e., Organizational Partners (OP) and Individual
7 Members (IM)).

8 In addition, the originating TSG may decide to distribute the document for V&V to
9 participants of other TSGs depending on the technical subject of the document.

10 The V&V participants submit comments to the destination identified in the V&V
11 initiating correspondence. Comments may be submitted by individual members, OPs,
12 MRPs, guests or observers.

13 2.1.5 Resolution of V&V Comments by TSG

14 V&V comments are addressed for resolution by the originating TSG. Based on the
15 determination of the TSG, technical and editorial amendments may be made to the
16 document. If substantive technical modifications are made to the document as a result
17 of the resolution of V&V comments the “**Verification and Validation (V&V)**” and
18 “**Resolution of V&V Comments by TSG**” steps are repeated, as necessary.

19 Once the TSG determines, preferably by consensus of the individual members
20 participating, that the document is complete, the TSG determines that the document is
21 ready to proceed for “Final TSG Review and Approval.”

22 Refer to the internal TSG Working Procedures for more details of the “Resolution of V&V
23 Comments by TSG” step in the publication process.

24 2.1.6 Final TSG Review and Approval

25 The TSG reviews, confirms, and approves the document for submission to the SC for
26 review and approval prior to 3GPP2 publication.

27 The TSG Chair initiates correspondence for transmittal of the document to the 3GPP2
28 Secretariat to request SC review and approval of the document for 3GPP2 publication.

29 2.1.7 SC Approval

30 The 3GPP2 Secretariat sends the document for a 15-day SC review to the Steering
31 Committee members. The Steering Committee members submit comments, if any, to
32 the 3GPP2 Secretariat. The intent of the Steering Committee review is to solicit any
33 comments by the Steering Committee members on the procedural matters, and not on
34 technical merits. The 3GPP2 Secretariat consolidates and submits comments, if any,
35 for resolution to the Steering Committee. The Steering Committee addresses the
36 comments, if any, for resolution. If there are no comments for resolution or once
37 comment resolution is concluded, the SC approves the document for publication and
38 issues notification to the 3GPP2 Secretariat.

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

1 2.1.8 Publication

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

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