Source: MCC (Adrian Scrase)

Title: Report of Support Team activities

Document for: Information

Agenda Item: 10

1   Introduction

This report covers the period between TSG#11 and TSG#12 and contains detailed information concerning the implementation of TSG#11 results.

2   The Support Team

2.1   MCC Departures

There have been no departures since TSG#11 and none are expected in the period to TSG#13.

2.2   MCC Arrivals

During this period, **Andrijana Jurisic** (VIP-NET) has joined the team and has been assigned the task of supporting CN2. (Per Johan Jorgensen, who had previously supported CN2, now takes care of CN1). Andrijana is attending SA#12 and the picture below will help you to recognise her.

2.3   MCC Vacancies

There are currently no specific vacancies within MCC. However, it is expected that some vacancies will occur towards the end of 2001 with some seconded experts expected to have returned to their home organizations by that time. Individual Members are earnestly requested to look for suitable candidates for these future vacancies.

2.4 Organization of MCC

The figure given below shows the allocation of resources to each entity with 3GPP and is a snapshot taken on 24 April. This chart is regularly maintained and the latest version may always be obtained from the 3GPP website at http://www.3gpp.org/
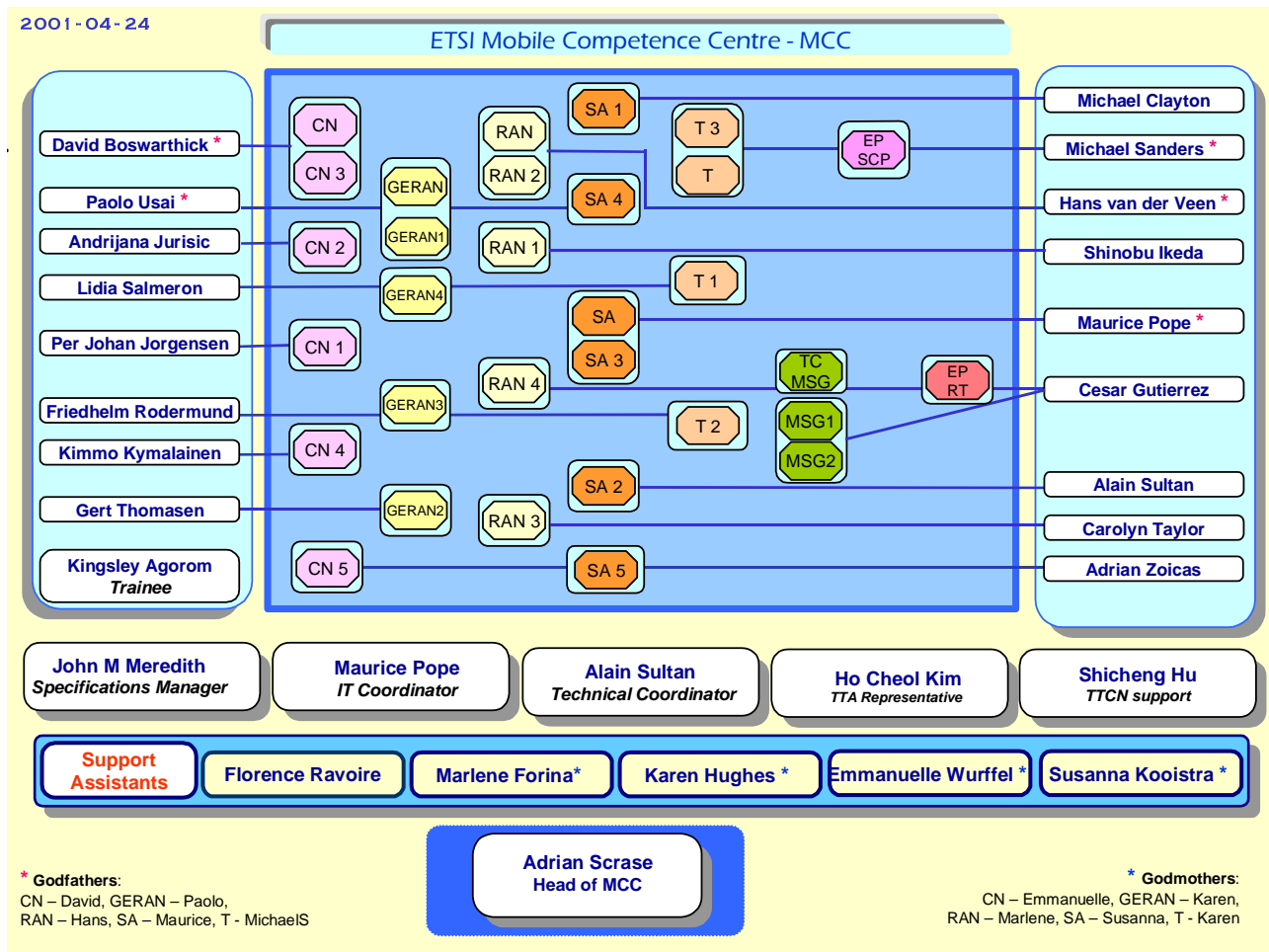
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2001-04-24                    ETSI Mobile Competence Centre - MCC

David Boswarthick *      CN    SA 1    T 3          EP           Michael Clayton
                         CN 3  RAN          T       SCP          Michael Sanders *
Paolo Usai *                   RAN 2  SA 4                       Hans van der Veen *
Andrijana Jurisic        CN 2  GERAN  RAN 1                      Shinobu Ikeda
Lidia Salmeron                 GERAN1       T 1
                               GERAN4  SA                        Maurice Pope *
Per Johan Jorgensen      CN 1         SA 3
                               GERAN3 RAN 4  TC    EP            Cesar Gutierrez
Friedhelm Rodermund                         MSG   RT
Kimmo Kymalainen         CN 4    T 2  MSG1
                                      MSG2
Gert Thomasen            GERAN2 RAN 3  SA 2                      Alain Sultan
                                                                Carolyn Taylor
Kingsley Agorom          CN 5  SA 5                             Adrian Zoicas
Trainee
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John M Meredith Specifications Manager	Maurice Pope IT Coordinator	Alain Sultan Technical Coordinator	Ho Cheol Kim TTA Representative	Shicheng Hu TTCN support

Support Assistants	Florence Ravoire	Marlene Forina*	Karen Hughes *	Emmanuelle Wurffel *	Susanna Kooistra *

Adrian Scrase
Head of MCC

* Godfathers:
CN – David, GERAN – Paolo,
RAN – Hans, SA – Maurice, T - MichaelS

* Godmothers:
CN – Emmanuelle, GERAN – Karen,
RAN – Marlene, SA – Susanna, T - Karen

Figure 1:   MCC Organizational Chart

3 Statistics and meeting targets

3.1 Interesting statistics

At the time of TSG#11, MCC were managing 1338 active specifications. With the advent of release 4 the number of live specifications now being maintained has risen to 2075 which represents a significant increase in workload.
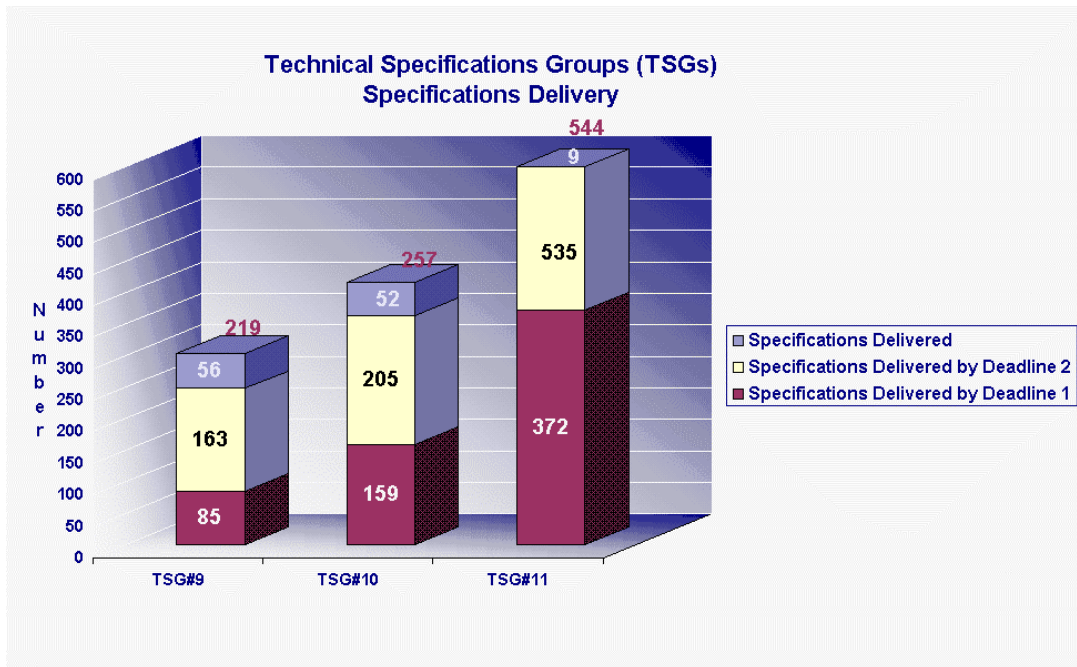
During year 2000 MCC processed 5732 change requests. In the first half of year 2001 MCC will have processed an estimated 3500 change requests which also shows a tendency for an increasing workload.

3.2 MCC performance

As reported to TSG#10 and TSG#11, both quantitative and qualitative measurements are required for compliance with ISO 9000 to which ETSI (and therefore MCC) is accredited. For each collocated TSG meeting (RAN/CN/T/SA) a target date is set by which time the process of implementing the change requests into the specifications should be complete. The default targets are for 90% of the change requests to have been implemented within 2 weeks and 100% within 3 weeks of the close of TSG SA. For TSG#12, these default targets will apply.
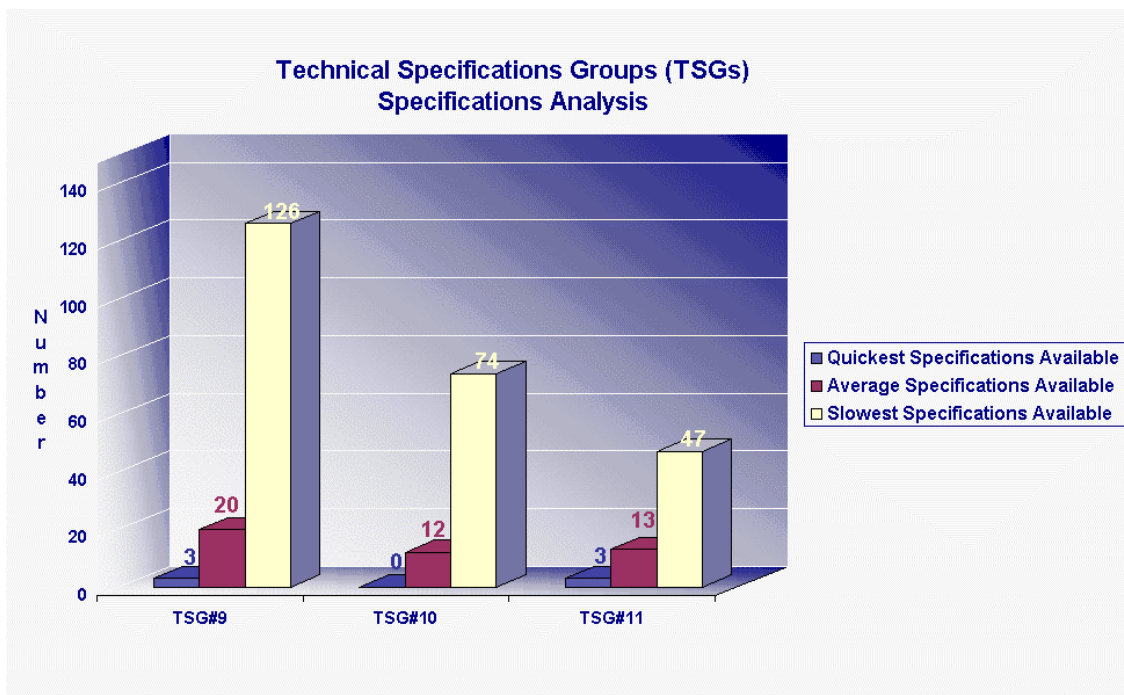
[Note: this same process will be applied for TSG GERAN and the results for that TSG will be available from TSG#13 onwards.]

The following charts show how MCC has performed following TSGs #9 and #10.
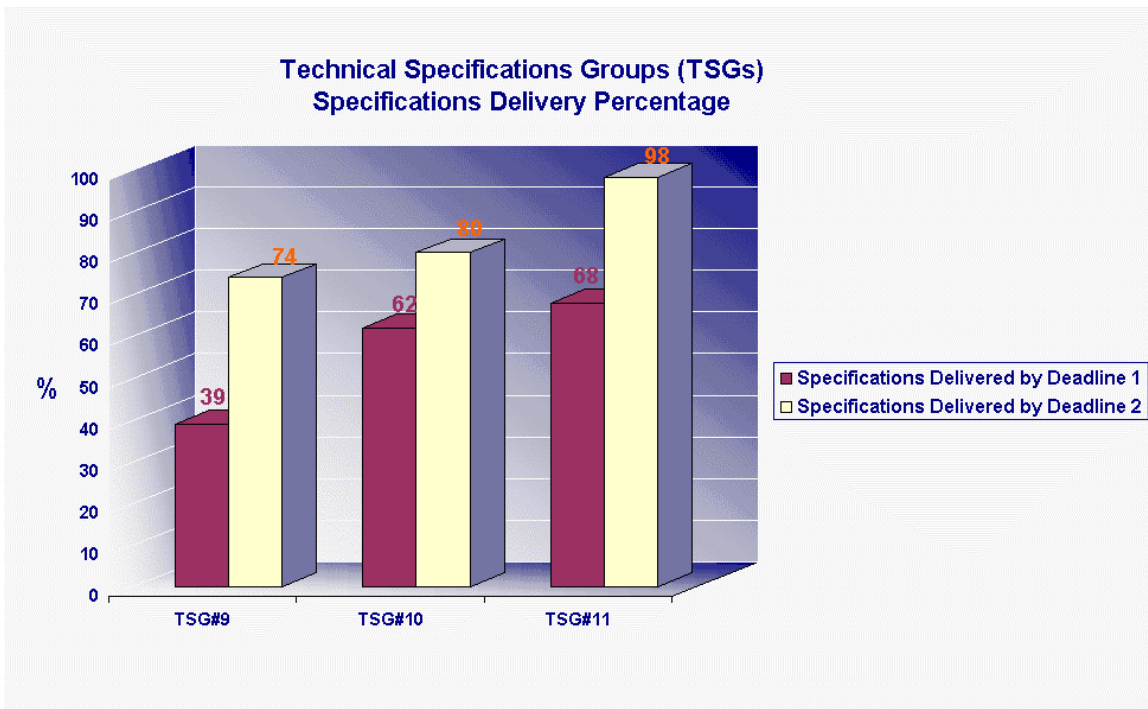

Figure 2:   Number of specifications delivered by the target deadlines

Figure 2 shows the trend for the number of specifications delivered within the target deadlines. It can be seen that whilst the number of specifications to be processed has risen sharply (from 219 specs at TSG#9 to 544 specs at TSG#11), the proportion of specs delivered within the deadlines shows continuous improvement. What is a matter for concern is that the number of specifications to be processed shows an increasing trend and there is no indication that this will reduce in the short term. This implies an increasing workload for MCC for the remainder of 2001 and into 2002.

Figure 3:   Number of days taken to implement Change Requests

Figure 3 shows the number of days taken to implement Change Requests into the specifications. It can be seen that the average time taken to implement change requests has reduced considerably since TSG#9 (from 20 days at TSG#9 to 13 days at TSG#11) and that the maximum time taken for the implementation of the Change Requests has reduced even more sharply (from 126 days at TSG#9 to 47 days at TSG#11).

Figure 4: Percentage of specifications delivered within the target deadlines

Figure 4 shows the percentage of specifications that have been delivered within the target deadlines and this shows that **98%** of the specifications were delivered following TSG#11 by the deadline. MCC is rather proud of this achievement which will be very hard to beat following TSG#12! Of course, for the targets to be met, resources must be available both before and after the TSG meetings. The TSGs have already agreed that Working Groups shall not hold their meeting the week before and the week after the joint TSG session **and this agreement should be rigidly maintained**.

3.3 Chairman's Satisfaction Survey

In order to obtain an indication of how satisfied TSG and WG Chairmen and Vice Chairmen are with the services provided by MCC, a survey has been initiated. This survey is an important tool for obtaining feedback from the elected officials and a similar survey held last year led to a number of improvement actions. Unfortunately, for this current survey, only 20 replies have been received by the announced closing date. **I would ask that those elected officials who did not respond consider doing so before the close of this TSG meeting**. It should take no more than five minutes of your time to complete the survey!

4   Budget

The Funding and Finance Group have held a meeting during this TSG session and have reviewed the expenditure incurred to date. 3GPP remains on target to finish the year within the agreed budget. However, there appears to be an increasing number of meetings being held in what appear to be expensive locations (both in terms of travel cost and subsistence costs). It has already been agreed that it is the responsibility of each Chairman, together with the participants of his group, to determine the most appropriate meeting locations but **Chairman are urged to consider the economic impact when accepting meeting invitations**.

5   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. The receives approximately 12 Million hits per month (http and ftp sites).

Some comments have been received on the layout of the website and there are areas here that can certainly be improved. It is planned to implement a "new look" website by the year end and comments on preferred layouts are of course welcome.

6   Working methods

6.1   Wireless LANs at TSG meetings

TSG#11 decided that from March 2002 onwards access to the meeting server will be possible by wireless means only. **TSG delegates are reminded of this decision and are urged to acquire their Radio Lan cards by that date**.

Statistics compiled during this TSG session indicate that more than 80% of the delegates have access to the Lan. This raises the question of the need to continue providing a CD ROM distribution service during TSG meetings. Providing this service is time consuming, and if the demand falls below a certain level it no longer remains economically viable to continue producing them**. I would invite comments from those delegates who still rely on the CD ROM as to the likelihood of them migrating to the LAN in the future**.

[Note: the ability to produce the CD ROMs will always be maintained as a backup in case of LAN failure.]

It is hoped that MCC will acquire portable LAN systems such that the TSG meetings can be supported without additional cost to meeting hosts. One distinct advantage of this development would mean that delegates would always obtain the same experience from TSG meetings with a consistent server layout. However, it is necessary to agree on the best format for the server before procuring the hardware and some feedback is therefore required from the delegates. At this TSG meeting, a web browser interface has been provided with the possibility of document download using ftp. This has been provided in addition to the more traditional explorer interface. **Delegates are invited to comment on their preferred server layout**.

6.2   DVD containing GSM document archives

GSM owes much of its success to the vast amount of meticulous specification work that has been carried out over nearly twenty years in the CEPT Groupe Spécial Mobile (GSM) and subsequently in ETSI's Special Mobile Group (SMG). This activity produced a huge number of documents that encapsulate much of the creative thinking that lies behind the GSM technology, and which constitute a vital treasury of information for designers and implementers of mobile communications systems. As the volume of material has continued to grow over the years, gaining access to this resource has been a cumbersome task. However ETSI has now gathered the material into one place, in the form of a GSM-SMG archive on an inexpensive DVD.

The DVD includes the meetings reports of every GSM/SMG plenary meeting from 1983 to 2000 (meetings No.1 to No.32), plus all Temporary Documents from meetings No.6 to No.32. It thus provides a comprehensive record of the design of GSM and the basis for evolutionary mobile communications technologies.

Priced at 55 EUR, the DVD may be obtained from the ETSI Publications Office (contact Gabriella Vincent on +33 4 92 94 42 41 or e-mail: publications@etsi.fr).

7 Concluding remarks

The mobile industry is passing through a period of turbulence that places a strain on the availability of resources. 3GPP is certainly not immune from these effects but, fortunately, we remain highly productive and capable of delivering the results that our industry demands. MCC will continue to pay heed to the current economic situation and endeavour to manage the increasing workload with no increase in resources. This of course can only be done by improving our efficiency and working methods. I remain open to any suggestions for improvement.

Comments to: adrian.scrase@etsi.fr