|  |  |
| --- | --- |
| ETSI |  |
| **European Telecommunications Standards Institute** | **European Conference of Post and Telecommunications, Electronic Communications Committee** |
| **CEPT ECC/ETSI Officials meeting #17**  **Maisons-Alfort, France, 08-09 October 2013** | **ECC-ETSI-17(13)01** |

|  |  |
| --- | --- |
| **Source:** | Chairman ETSI TC ERM and Chairman ECC |
| **Date:** | 13 September 2013 |
| **Title:** | Draft Agenda for meeting #17 |

|  |  |  |
| --- | --- | --- |
| 1 | Opening and adoption of the Agenda | 01 |
| 2 | Review of action points  *Goal: To update the status of action points from the 2012 meeting.*  *Procedure: We will review the table of the action points in* ***ECC-ETSI-17(13)02*** *under the relevant agenda items.* | 02 |
| 3 | General announcements  *Goal: To make each other aware of relevant general issues, such as changes in structure, Rules of Procedure, Chairmen, Liaison Officers, etc.*  *Procedure: The organizations should submit relevant documents. These will be presented to the meeting.* |  |
| 3.1 | ECC  *New Vice-chairman ECC*  *New Vice-chairman WG SE*  *Creation of WG TG6* |  |
| 3.2 | ETSI  *Creation of CENELEC/ETSI JWG DD* |  |
| 3.3 | EC  *[TBD]* |  |
| 4 | Review of the co-operation between ETSI, ECC, and EC  ***AP 16/02, AP 16/03, AP 16/09 and AP 16/12 (redundant with AP 16/01) completed, therefore could be deleted****.*  *The status of* ***AP 16/01*** *needs to be checked.* |  |

|  |  |  |
| --- | --- | --- |
| 4.1 | Maintain appropriate System Reference documents (SRdocs) link  *Background: EG 201 788 "Guidance for drafting an ETSI System Reference document (SRdoc)"* ***AP 16/04***  *Procedure: EFIS is updated after each ERM meeting and when SRDoc /draft SRdoc are received . Deletion of* ***AP 16/04*** *(completed)*  *Goal: Enhance the visibility of developments in spectrum to enable stakeholders to take part in the process at the right time.* |  |
| 4.2 | Check procedure to inform ETSI on withdrawal of ECC Decisions/Recommendations, etc.  *Background:* ***AP******16/05***  *Goal: Enhance the visibility of guidance and procedures*  *Procedure: WGFM includes in each WGFM Report a section for ETSI on ALL Decisions including withdrawals.* |  |
| 4.3 | General comments/developments on production of System Reference documents (SRdocs), Harmonised Standards (HSs), ECC Decisions/Recommendations, etc.  *Background: Standard agenda item.*  *Goal: To inform each other of relevant developments (e.g. publications, changes in procedures, etc.) and to provide comments/observations with the view to enhance the current processes.*  *Procedure: Open discussion.* |  |
| 4.4 | List of related ETSI Harmonized Standards and EC/ECC Decision under development (recurrent item)  *Background: maintenance of a list coupling the HS under development, compatibility/sharing studies, and ECC/EC Decision or ECC/ERC Recommendation has been put a recurrent agenda items to the ECC-ETSI officials meeting (see* ***Decision 15/01****).* ***AP******16/07***  *Goal: to review actions taken and to inform also on related withdrawals*  *Procedure: report from ECC on reviewing the relevant ETSI standards* |  |

|  |  |  |
| --- | --- | --- |
| 4.5 | *Provision of information on spectrum and the related ETSI Harmonized Standards* (recurrent item)  *Background: The consistency between ETSI TR 102 137 "Use of radio frequency spectrum by equipment meeting ETSI standards" and European Common Allocation table in ERC Report 25 is to be checked under this recurrent agenda item (see* ***Decision 15/02****).* ***AP 16/08***  *Goal: to check if further action is needed to ensure that the latest information on ETSI standards is included together with the opened frequency bands and applications/systems.*  *Procedure: to inform the meeting of the progress on possible and/or needed synchronisation of ERC Report 25 and TR 102 137* |  |
| 4.6 | Considerations on receiver parameters (recurrent item)  *Background: Consideration on receiver parameters has been put a recurrent agenda items to the ECC-ETSI officials meeting (see* ***Decision 15/03****).*  *Goal: to be coordinated on developments relating to receiver parameters.Procedure: to exchange relevant information on recent developments in relation to receiver parameters including the new Radio Equipment Directive, the RSPG Report on “ Furthering Interference Management through exchange of regulatory best practices concerning regulation and/or standardization”, etc.* |  |
| 4.7 | ECC-ETSI process depiction (recurrent item)  *Background: The meeting agreed in the past on the recurrent maintenance of the process depiction between ECC and ETSI, if necessary*  *Goal: to maintain the document*  *Procedure: the latest version (including editorial changes) will be presented by ECO.* |  |
| 4.8 | Relationship Matrix (recurrent item)  *Background:* ***Decision 15/04, Action point 16/13***  *Goal: to have an accurate relationship matrix and update procedure*  *Procedure: the latest version (or any changes) will be presented by the ETSI Secretariat and the ECO.* |  |
| 5 | Other matters of common interest: ECC originated |  |
| 5.1 | Draft Harmonised Standard EN 301 598 on WSD  *Background: WG FM to liaise with TC ERM on content of HS on WSD – especially on intended inclusion of regulatory issues* ***Action points 16/17****. Draft EN 301 598 is under the EN Approval Procedure until 2013-10-31.*  *Goal: to have common view on the issue and clarification of the further possible approach/regulatory resolves*  *Procedure: presentation of the different views by ETSI and ECC* |  |
| 5.2 | Issue related to EFIS  *Background: the EFIS framework changed in the recent past*  ***AP 16/10 and AP 16/11*** *(AP16/11 is redundant with AP16/10 and therefore could be deleted*  *Goal: give information on the current changes*  *Procedure: presentation by the Office* |  |
| 5.3 | Inform TC DECT on the work on ECC/DEC/(98)22  *Background:* ***AP 16/06***  *Goal: give information on the current changes*  *Procedure: presentation by the ECC PT1 chairman* |  |
| 5.4 | Observe cooperation between FM22 and ETSI ERM/MSG-TFES  *Background:* ***AP 16/14***  *Goal: share information on the ongoing work*  *Procedure: report of ETSI and WGFM chairman* |  |
| 5.5 | Non-regulated band for ESOMPs (21.4 - 22 GHz)  *Background: Public enquiry on EN 303 978 till 21st November 2012. It subsequently passed National Vote and was published on 2013-02-22.* ***Action point 16/16***  *Goal: to be informed on the actions taken by ETSI*  *Procedure: report of ETSI TC SES expected* |  |
| 6 | Other matters of common interest: ETSI originated |  |
| 6.1 | Early warning system to alert people of major changes to or withdrawals of ECC and ETSI deliverables.  *Background: the European system is complex and has limited resources. An early warning system to alert people of major changes to or withdrawals of ECC and ETSI deliverables may help in preventing potential problems, e.g. harmful interference.*  *Goal: to create an early warning system for people to be aware of changes in ECC Recommendations, Decisions, etc.*  *Procedure: The ERM WG RM Chairman will introduce the subject, and it will be discussed whether an ad-hoc group should be set up to explore the possibilities to create such a system.* |  |
| 6.2 | ECC-ETSI cooperation evolutions on SRDs spectrum sharing and compatibility studies.  *Background: This is originated by the recent change in the way forward by WGFM (May 2013) which addressed to ETSI the responsibility on spectrum sharing studies between SRDs. The case was instigated by wireless medical SRDs in the 2.5 GHz.*  *Goal: To provide clarification on whether this is a new policy or a specific individual case.*  *Procedure: Discussion introduced by the ETSI ERM-TG28 Chairman. Clarification will be provided by the WGFM Chairman.* |  |
| 7 | Other matters of common interest: EC related |  |
| 7.1 | To provide feedback to the EC on EC Decision on the Block Edge Mask (BEM)  *Background:* ***Action points 16/15***  *Goal: to be informed of ongoing developments*  *Procedure: to note the ETSI TR 103 139 on “Assessment of IMT Base Station (BS) emissions in relation to Block Edge Masks (BEM)” , see also the Liaison Statement from ETSI TC ERM to WG FM in document* [*FM(13)128*](http://www.cept.org/Documents/wg-fm/12570/FM(13)128_LS-from-ETSI-TC-ERM-on-TR-103-139-IMT-BS-emissions-and-BEM)*.* |  |
| 8 | Review of Decision list | (11)12R1 Annex 4 |
| 9 | Next meeting |  |
| 10 | Any other business |  |
| 11 | Closure |  |