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TECHNICAL REPORT

**Digital cellular telecommunications system (Phase 2+) (GSM);
Universal Mobile Telecommunications System (UMTS);
LTE;
Technical Specification Group working methods
(3GPP TR 21.900 version 12.1.0 Release 12)**

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Foreword

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Contents

Foreword

This Technical Specification has been produced by the 3rd Generation Partnership Project (3GPP).

The contents of the present document are subject to continuing work within the TSG and may change following formal TSG approval. Should the TSG modify the contents of the present document, it will be re-released by the TSG with an identifying change of release date and an increase in version number as follows:

Version x.y.z

where:

x   the first digit:

1   presented to TSG for information;

2   presented to TSG for approval;

3   or greater indicates TSG approved document under change control.

y   the second digit is incremented for all changes of substance, i.e. technical enhancements, corrections, updates, etc.

z   the third digit is incremented when editorial only changes have been incorporated in the document.

Introduction

In order to ensure correctness and consistency of the specifications (i.e., technical specifications and technical reports) under responsibility of the Technical Specification Groups (TSG) of the 3rd Generation Partnership Project (3GPP), clear, manageable and efficient mechanisms are necessary to handle version control, change control, document updating, distribution and management.

The provisions for this Release are identical with those for the latest Release of TR 21.900 [1].

1 Scope

This document outlines the working methods to be used by the 3GPP Technical Specification Groups and their Working Groups and their Sub-Groups, and by the 3GPP Support Team in relation to document management, i.e. handling of specifications, updating procedures, Change Request procedures, version control mechanisms, specifications status information etc. It complements the rules and procedures defined for 3GPP. This document does not stipulate the details of the internal working of the TSG Sub-Groups. From the Technical Specification Group point of view, a task and responsibility is given to a Working Group directly answering to the Technical Specification Group. In practice, the work/task may be carried out in a subgroup of that Working Group.

1A References

The following documents contain provisions which, through reference in this text, constitute provisions of the present document.

- References are either specific (identified by date of publication, edition number, version number, etc.) or non-specific.

- For a specific reference, subsequent revisions do not apply.

- For a non-specific reference, the latest version applies. In the case of a reference to a 3GPP document (including a GSM document), a non-specific reference implicitly refers to the latest version of that document *in the same Release as the present document.*

[1]   3GPP TR 21.900 Release 13: "Technical Specification Group working methods".

Annex A:
Change history

Change history					
TSG SA#	Version	CR	Tdoc SA	New Version	Subject/Comment
SP-04	3.0.0	001	SP-99288		Alignment with TSG SA decisions made at TSG#3. Deletion of Strategic/non strategic CR references. Change of PT to Support Team, editorial corrections.
		002	SP-99289	3.1.0	Harmonisation of the use of software for 3GPP documents in order to minimise the errors due to software conversion problems and to allow efficient interchange of electronic files for electronic working.
SP-05	3.1.0	003	SP-99428	3.2.0	Addition of new text related to electronic working practices.
SP-08	3.2.0	005	SP-000279	3.3.0	Clarification and editorial corrections to provisions covering the management of specifications and Work Items.
SP-09	3.3.0	007 r1	SP-000402		Role of rapporteur for both Specifications and Work Items.
		008 r2	SP-000492		Clarification of CR categories.
		010	SP-000461		Clarification of CR categories for a frozen 3GPP release.
		editorial		3.4.0	Change of 'Release 2000' into 'Release 4', addition of 'Release 5'.
SP-10	3.4.0	011 r1	SP-000693		Release numbers appearing in CR cover sheets
	3.4.0	012 r1	SP-000693		Clarification of the "freezing" of specifications
	3.4.0	013 r2	SP-000693	3.5.0	Release mechanisms
SP-11	3.5.0	014 r1	SP-010178	3.6.0	Inclusion of GSM spec numbering scheme
	3.6.0	-	-	4.0.0	Upgrade to Rel-4.
SP-16	4.0.0	-	-	5.0.0	Upgrade to Rel-5.
2002-09-17	5.0.0	-	-	5.0.1	Editorial correction to front cover (change title to read Release 5 instead of Release 4)
SP-21	5.0.1	015	SP-030499	6.0.0	Addition of stage 1-2-3 specification structure description
SP-22	6.0.0	019	SP-030575	6.1.0	Corrects references
SP-23	6.1.0	-	-	6.1.1	Corrects Release shown on cover page
SP-24	6.1.1	020	SP-040310		Rlease planning: target date setting
			-	6.2.0	Editorial: Correction of second clause 6.0.2 to 6.0.3.
SP-25	6.2.0	021 r3	SP-040705		Introduction of "Early Implementation" process
		024	SP-040706	6.3.0	Improved tracking of Work Item status
SP-26	6.3.0	025	SP-040824	7.0.0	Editorial clarification of version numbering system, upgrade to Rel-7
SP-28	7.0.0			7.0.1	Editorial corrections to harmonize use of capitalization plus a typographical error
SP-29	7.0.1	028	SP-050537	7.1.0	Introduction of the concept of "study item"
SP-32	7.1.0	029			Inclusion of "study item" in definition of "work item"
		030	SP-060403		Change "short" to "long" WG abbreviations
		031 r1			Correct references to obsolete TSG.
		032		7.2.0	Registration of code points with external bodies
SP-37	7.2.0	034 r2	SP-070703	8.0.0	Alignment of working methods with alignment CR practice agreed in TSG SA #36
SP-38	8.0.0	035	SP-070900	8.1.0	Addition of 36.-series to Specs series table
	8.1.0			8.1.1	Correct typo in previous entry in history table
SP-39	8.1.1	036 r2	SP-080079	8.2.0	Clarification of version nomenclature
SP-42	8.2.0	037 r3	SP-080897		Determination of freeze dates for stages of a Release. (Correction recommended by OP ad hoc group on improvements.)
		038 r1	SP-080721		Cross-TSG work coordination. (Correction recommended by OP ad hoc group on improvements.)
		039 r2		8.3.0	Introduction of concept of "exception sheets" for late-running work items
SP-46	8.3.0			9.0.0	Upgrade without technical change to Rel-9
SP-51	9.0.0			10.0.0	Upgrade without technical change to Rel-10
SP-54	10.0.0	045	SP-110802	11.0.0	The use of Category A CRs
	11.0.0			11.0.1	2013-06: Corrects cased of letter "i" shown against value 18 in table 5.
SP-65	11.0.1	047	SP-140445		Correction to implementation of CR0045
		043r2	SP-140446	11.1.0	Encourage allocation of CR number at first sight

Change history					
TSG SA#	Version	CR	Tdoc SA	New Version	Subject/Comment
	11.1.0			12.0.0	Upgrade to Release 12 without technical change

Change history							
Date	Meeting	TDoc	CR	Rev	Cat	Subject/Comment	New version
2016-03	SA#71	SP-160183	0051		F	Eliminate contents of Rel-12 and substitute with pointer to Rel-13	12.1.0

History

Document history		
V12.0.0	September 2014	Publication
V12.1.0	April 2016	Publication