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# Network Aspects (NA); Commission of the European Community (CEC) initiatives on a unified European numbering plan

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# Contents

## Foreword

This ETSI Technical Report (ETR) has been produced by the Network Aspects (NA) Technical Committee of the European Telecommunications Standards Institute (ETSI). This ETR was finalized in January 1992 and was forwarded to the CEC to advise on the choice of a European Area Code (EAC).

## Introduction

Following initial discussions within ETSI Technical Assembly (TA) it was decided that ETSI Technical Reports (ETRs) should be produced within TC Human Factors (HF) and NA focusing on European numbering initiatives.

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# 1 Scope

This ETSI Technical Report (ETR) produced within ETSI Sub-Technical Committee (STC) NA2 covers issues relating to proposals from the European Commission to promote Europe wide co-operation on numbering including the possible introduction of a European numbering plan. The intention of this ETR is to increase awareness of the issues involved and to offer advice to the ETSI Technical Assembly (TA) by making them aware of the views held within the NA groups where numbering expertise is foremost, to ensure that the impact of these proposals on standardization activities is fully assessed and to highlight other problem areas identified.

In order to provide a better understanding, background information on this issue, as well as on numbering and addressing activities undertaken both within ETSI and other international standards fora is provided.

# 2 References

For the purposes of this ETR, the following references apply:

[1] Commission of the European Communities COM(92)344 final (July 1992): "Proposal for a Council resolution on the promotion of Europe wide co-operation on numbering of telecommunications services including the introduction of European area code or telephone services with Europe wide applications".

[2] Ovum Report - to national administrations and selected groups.

[3] Ovum Report - report to CEC and representatives of selected groups September 1992.

[4] Coopers and Lybrand: "Report on the introduction of a European Area Code".

[5] CCITT Circular No. 163, AG/MMA, 15 September 1992.

[6] CEPT (T-CAC RES-ECN Project Team): report on European Common numbering activities.

[7] CCITT Recommendation E.164: "Numbering plan for the ISDN era".

[8] draft CCITT Recommendation E.168: "Application of E.164 numbering plan for UPT".

# 3 Abbreviations

For the purposes of this ETR, the following abbreviations apply:

| | |
|---|---|
| B-ISDN | Broadband Integrated Services Digital Network |
| CC | Country Code |
| CEC | Commission of the European Community |
| EAC | European Area Code |
| EC | European Community |
| ECN | European Common Numbering |
| ECTRA | European Committee of Telecommunications Regulatory Affairs |
| ENO | European Numbering Office |
| ETNO | European Telecommunications Network Operators |
| GSM | Global System for Mobile communications |
| ISO | International Standardization Organization |
| MAN | Metropolitan Area Network |
| NDC | National Destination code |
| NSAP | Network Service Access Point |
| ONP | Open Network Provision |
| PTN | Private Telecommunication Network |
| SN | Subscriber Number |
| SOGT | Senior Officials Group on Telecommunications |
| UPT | Universal Personal Telecommunications |

# 4 Background to the issues

In 1991 the Commission of the European Community (CEC) started commissioning studies focusing on the possibility of harmonising the numbering and naming and addressing schemes of the Member States of the European Community (EC). Prior to this initiative a draft proposal for a Council Directive on Open Network Provision (ONP) for voice telephony [1)] already had included some chapters on numbering harmonization and regulation.

The focus of the harmonization activity included existing national numbering schemes as well as a new pan-European numbering scheme. This highlighted the current widespread variances across services/countries.

An independent consultancy study (undertaken by Ovum) was also commissioned by the European Commission which included a review of numbering in member states. An important part of the study was directed to harmonization of E.164 numbering. This ETR was concluded in September 1992 when Ovum representatives presented their findings (see Ovum reports [2] and [3]) to representatives of DGXIII (the EEC directorate responsible for telecommunications numbering policy) and to selected representatives of bodies involved in this area of work (including ETSI).

A separate study was also carried out by Coopers & Lybrand [4] focusing on the possible introduction of a European access code to access common European numbering space. It also proposed a scheme that would enable "regional numbering space" to be introduced for other world regions. This ETR was finalized in January 1992 and was forwarded to the CEC to advise on the choice of a European Area Code (EAC).

This earlier work has resulted in a draft CEC council resolution COM(92)344 [1] promoting Europe-wide co-operation on numbering of telecommunications services, including the setting up of a "European Numbering Office", and the introduction of a EAC which could offer pan-European telephony services.

Discussions about the CEC proposal took place within the Senior Officials Group on Telecommunications (SOGT) that is advising the CEC. The final CEC proposals were published in July 1992 and will be submitted for approval by the Council in November 1992.

Work within the area of human factors is also being progressed within European Telecommunications Network Operators (ETNO) and European Committee of Telecommunications Regulatory Affairs (ECTRA).

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1) Within the committee on Open Network Provision (ONP) of the CEC [8]

# 5 Numbering and addressing standardization activities

## 5.1 CCITT

The study of numbering and addressing aspects has become more rationalized in recent years, primarily it is now only studied in Study Group II with Study Group VII retaining its work on data network numbering and addressing. Future activities of CCITT will include a revision of CCITT Recommendation E.164 [7] to consider the needs of new countries now emerging as a result of political changes and demands made by a variety of innovative services that will focus on global implementations, as well as work on Universal Personal Telecommunications (UPT) numbering and routeing issues, and future demands made with the introduction of Broadband Integrated Services Digital Network (B-ISDN) services.

Further information and CCITT Recommendations on numbering are listed in Annex A.

## 5.2 ETSI

A list of current and developing ETRs and ETSs of ETSI TC-NA and TC-SMG and their status is shown in Annex B.

### 5.2.1 Numbering and addressing - NA2 NUA

The responsibility for numbering and addressing lies with ETSI STC NA2, by working party NUA current areas of work include:

- numbering and addressing principles of Metropolitan Area Networks (MANs);
- numbering and addressing for UPT;
- numbering and addressing in B-ISDN;
- studies of the use of Network Service Access Point (NSAP) and application layer addresses and the role of network layer directories;
- numbering and addressing principles relating to new service applications.

### 5.2.2 Associated ETSI groups involved in numbering issues

ETSI STC NA7 provide initial information to assist in advancing ETSI STC NA2 work on UPT numbering.

ETSI STC NA1 service definition activities include numbering related issues.

ETSI STC NA5 provide initial information, requirements/constraints to assist ETSI STC NA2 work on MANs and B-ISDN numbering.

ETSI STC BT1 activities include work on private numbering plans.

ETSI STC SMG3 is responsible together with ETSI STC NA2 for Global System for Mobile communications (GSM).

GSM numbering and addressing issues.

ETSI STC TE3 covers issues relating to the message handling service.

### 5.2.3 Associated ECMA groups involved in numbering issues

ECMA TC32 has also produced a standard on addressing in Private Telecommunication Networks (PTNs) which includes numbering and which has been reviewed by STC NA2.

### 5.3 CEPT/ETNO/ECTRA

The role of CEPT has changed over a number of years; first with the establishment of ETSI and now with the establishment of the European Telecommunications Network Operators (ETNO). ETNO will be looking at general policy aspects which may affect the work of standards bodies in which operators are involved. The European Committee of Telecommunications Regulatory Affairs (ECTRA), is the committee responsible for regulatory matters within CEPT.

It should be stressed that as with CEPT, ETNO is made up of telecommunications operators and ECTRA of regulators, whereas ETSI by its nature has a wider membership i.e. operators, manufacturers, industrial consortiums, etc.

ETNO includes among its interests the development of common positions on numbering plans within Europe and definition of call numbers for services of general interest within Europe. In addition their terms of reference include a need to liaise with the CEC and the CCITT etc.

This requirement arises from the fact that national regulators are beginning to take over the national numbering plan management responsibilities. ECTRA will provide a platform for regulators to exchange information, develop ideas and to co-operate on common issues. ECTRA has set up a project team on numbering to advise on the CEC proposals for the introduction of a European Area Code (EAC) and the European-wide co-operation on numbering. The project team finalized the study in 1993.

### 5.4 International Standardization Organization (ISO)

A number of related standards on addressing are produced in ISO committees.

## 6 Analysis and comment on CEC proposals

### 6.1 Proposals for Europe-wide co-operation in telecommunications numbering

A proposal for a Council Resolution on the promotion of Europe wide co-operation on numbering of telecommunications services including the introduction of a EAC for telephony services with Europe-wide applications was produced in July 1992 (COM(92)344 final [1]). This subclause of this ETR documents the current views of NA2 NUA and should be read in conjunction with that paper.

ETSI NA2 NUA have discussed these proposals and in principle, welcome the drive towards European harmonization, where clear and quantifiable benefits can be realized for services which are readily identifiable as truly pan-European. Two areas have already been agreed and conformance is being pursued; access to the emergency services using code "112" and "00" as a standard international prefix.

It has firmly been established that retrospective harmonization cannot be supported. This is due to the current wide variances across European countries numbering schemes in almost every aspect of their structure and application. Any attempts to harmonize would cause wide spread disruption, need to be implemented over long periods of time and impact most severely on the customer in terms of both cost (all network operator costs are ultimately borne by the customer) and human factor implications (including the customers ability to understand such changes).

Any development of a European numbering plan should take into account the already existing implementations in European countries. The aim would be to obtain the best result, with the best level of harmonization at the lowest cost.

CEPT (T-CAC RES-ECN project team) have produced a report on European Common Numbering (ECN) activities (see the CEPT RES-ECN Project Team report [6]) in which it is clear from a questionnaire to CEPT countries that there are a very limited number of available codes for UPT use, this highlights the limited availability of codes in general.

### 6.2 European Area Code (EAC)

It is the view of ETSI STC NA2 that whilst a number of very commendable goals have been identified to support the introduction of a EAC, many difficulties have also been identified and require further study before adoption can be supported. These areas include:

a) agreement on the range of services that could benefit from the introduction of such a code. Issues that need to be addressed include the following:

- although a number of services have been mentioned as yet there is no tangible evidence to support the introduction of these services on a pan-European level;
- the manner in which proposed changes would impact on all customers;
- that due account should be taken of the fact that the focus for future telecommunications products and services should be towards a global market place rather than a regional one, if European manufacturers/operators are to maintain their sphere of influenced on world telecommunications markets;
- identifying measurable benefits to be gained from the introduction of an additional "regional level" within the current numbering hierarchy;
- that Country Codes (CCs) are a limited resource and that CCITT Study Group II will study this issue in the next study period;
- that the introduction of a European Area Code sets a precedence for allocating CCs to other economic/political or ethnic groups.

b) the impact on current networks including:

- routeing configurations;
- database update implications;
- digit analysis requirements/capabilities;
- charging implications;
- support functions.

c) the costs of:

- implementation including modification;
- additional organizational and administrative requirements;
- service;
- educating customers.

NOTE: No cost analysis has yet been undertaken.

In addition ETSI STC NA2 consider that applications for the allocation of codes administered by the CCITT should follow recognized procedures.

NA2 NUA have also looked at possible calling procedures for national and international calls and applied this to example scenarios related to the introduction of a European access code. An analysis of this work is attached to this ETR as Annex C.

ETSI STC NA2 believe that the use of a EAC would impose additional constraints on the use of digits available for use in the national network. With a 2 digit country identification within the National Destination Code (NDC) the national number could not exceed 10 digits.

The EAC would also require the international number to be dialled for national calls between the EAC network and all other national networks. This is considered to be a major disadvantage for customers who would also have to dial the international prefix for national calls. The use of a EAC would require a new European prefix for calling between European countries if country identification is to be used within the structure.

### 6.3 Proposals for the establishment of a European Numbering Office (ENO)

It is the view of ETSI STC NA2 that this issue should be considered of **prime importance within ETSI** as it could directly affect the future role of ETSI and its constituent members ability to pursue standardization activities most appropriate to the needs of the industry.

ETSI STC NA2 fully appreciate the need for close co-operation between national regulatory bodies in the field of numbering. It supports the need for this functionality to be administered at the national level whilst fully recognising the need for Europe-wide co-ordination on some aspects.

**However, ETSI STC NA2 does not support the need to establish an additional administrative body at the regional level.**

The initial proposals for the establishment of a ENO suggest it would be established under the banner of CEPT and would be **CCITT recognized**. This issue could be the cause of much concern for ETSI. CCITT is a standardization body and as such its focus and responsibilities closely align with those undertaken within the European community by ETSI. Formal procedures are already laid down to facilitate the introduction of agreed contributions into both CCITT and CCIR by ETSI and are appended as Annex D to this ETR. Views have been voiced within the Commission that with the establishment of a ENO it may be necessary to separate the administrative issues of numbering from the standardization work and give both organizations an opportunity to represent their views within CCITT.

NOTE 1: CCITT have already highlighted issues that have arisen as the result of initial approaches made by the CEC to CCITT (see CCITT Circular No. 163 [5]).

ETSI STC NA2 do not support this proposed course of action. As previously stated CCITT is a standardization body along with ETSI and any attempt to segregate issues deemed appropriate to CCITT, between administration and standardization, would result in insurmountable problems. Numbering, by its very nature as an enabler for the provision of all networks and services, can be viewed as an area of work that impacts "across the board" on most issues.

It is the view of ETSI STC NA2 that acceptance of proposals to segregate administration responsibilities from standardization on issues that demand interaction with CCITT, places the future role and responsibility of ETSI in jeopardy.

NOTE 2: Representatives of the Commission have already indicated during discussions that in view of the changes which have recently taken place within CEPT, the setting up of ETNO and ECTRA, they need to review the role, responsibility, and interworking arrangements of all groups.

The current role of ETSI in standardization activities related to numbering is very clear. The scope of work in ETSI STC NA2 and related ETSI groups (NA7, BT1, SMG, HF) is clearly documented, as is ETSI's relationship with both CCITT and CCIR. The wide diversity of membership drawn from operators, manufacturers, industrial consortiums and regulatory authorities ensures that all studies are undertaken with the knowledge that the vast amount of technical, operational and commercial expertise available is tempered by other considerations. ETSI has also developed excellent working relationships with other European bodies such as ECMA. Based on this experience the view is firmly held that ETSI remains ideally situated to co-ordinate all European activities that **affect standardization** thereby ensuring that the views of all parties, ETNO, ECTRA, and ETSI are developed and promoted in a controlled and co-ordinated manner.

# 7 Conclusions and recommendations

ETSI STC NA2 have concluded that this matter demands urgent consideration and the careful monitoring of future developments. It should be recognized that for the CEC, speed in opening up the current European market and the implementation of strategies to assist the competitive element appears to be the prime driving force, rather than a well thought out and measured approach.

NOTE: Many of the views contained in Clause 5 of this ETR align with those expressed within ETNO where a common position is being established. ETSI STC NA2 wish to endorse their work up to this time and closely align with their current position. ETSI STC NA2 intend to continue to monitor the progress of ETNO as well as the output from the ECTRA project team which is also looking at the proposed introduction of a European access code.

To ensure that the role of ETSI is not only safeguarded but developed in a manner that will benefit both individual members and Europe as a whole, it is the view of ETSI STC NA2 that:

a) ETSI should be kept fully aware and appreciate the importance of: current debates and proposals within the CEC and interested bodies (ETNO/ECTRA); the possible resultant impact on standardization activities; the manner in which future actions and proposals could directly affect the future role of ETSI; and review the situation to decide on future courses of action deemed necessary;

b) active steps should be taken to ensure that the views of ETSI are taken into account on all aspects of current and future European numbering policies which directly impact on standardization activities;

c) efforts should be made to ensure that ETSI maintains its role in orchestrating the European standardization input into CCITT and other world standards fora where appropriate;

d) a review should be undertaken within ETSI to establish a common position on how best the role and responsibilities of ETSI, ETNO, ECTRA (and if the CEC proposals are adopted ENO) can be co-ordinated, including the establishment of formal channels of communication, to ensure fruitful Europe-wide co-ordination on areas of common interest.

Although ETSI STC NA2 do not offer any support for the introduction of a ENO, if the CEC decide to go ahead with such a scheme it is recognized that a review of the relationship between all the above bodies, including ENO, is required.

# Annex A: Status of numbering and addressing in CCITT

Status as at October 1992.

## A.1 CCITT Study Group II

Study Group II produce Recommendations in the E-series and the numbering work is covered under Question 5 which has been amended and expanded compared with the "85"-88 study period. Included in this question is work on CCITT Recommendation E.168 [8] and a joint recommendation with Study Group VII on Numbering Interworking. Since the publication of the CCITT Blue Book (1988), it has been agreed to merge CCITT Recommendations E.163 and E.164 (although CCITT Recommendation E.163 was considered to be a subset of CCITT Recommendation E.164 anyway).

## A.2 CCITT Study Group VII

Study Group VII revised CCITT Recommendation X.121 and produced a revised joint CCITT Recommendations X.122/E.166 on the short and long term solutions to numbering interworking between data networks and other networks.

## A.3 CCITT Study Group XVIII

Study Group XVIII was responsible for the following numbering Recommendations I.330, I.332, I.334 in the "85-88" study period. However, the numbering work has been transferred to the Study Group II.

**Table A.1: CCITT Recommendations relating to numbering and addressing**

| CCITT Recommendation | Title | Date/type of approval |
|---|---|---|
| E.166/X.122 | Numbering plan interworking for the E.164 and X.121 Numbering plans | Revised.<br>Approved Resolution 2 |
| E.164 | Numbering plan for the ISDN era | Revised.<br>Approved Resolution 2 |
| E.165 | Timetable for co-ordinated implementation of the full capability of the numbering plan for the ISDN era. | 1988 Blue book |
| I.330 | ISDN Numbering and Addressing principles | 1988 Blue book |
| I.331 (= E.164) | Numbering plan for the ISDN era | 1988 Blue book |
| I.332 | Numbering principles for interworking between ISDNs and dedicated networks with different numbering plans | 1988 Blue book |
| I.334 | Principles relating ISDN Numbers/subaddresses to the OSI reference model network layer address | 1988 Blue book |
| E.215 | Telephone/ISDN numbering plan for the Inmarsat mobile-satellite services of INMARSAT | 1988 Blue book |
| X.121 | International Numbering Plan for Public Data Networks | Revised.<br>Approved Resolution 2 |
| E.168 | Application of E.164 numbering plan for UPT | New.<br>To be approved |
| F. and X.400 series | Message Handling Service | Revised.<br>Approved Resolution 2 |

# Annex B: Numbering issues in ETSI TC-NA and TC-SMG groups

## B.1 Status of activity (October 1992)

**Table B.1: Technical reports and standards**

| Document or Work Item number | Title | Status |
|---|---|---|
| Doc NA2 (89)11 | Numbering for the MoU priority 1 and 2 services | Approved |
| TR/NA-2002 | Numbering and Addressing for VPNs | Approved |
| TR/NA-2001 | Numbering and Addressing for X.31 services | Approved |
| DTR/NA-21105 | Numbering and Addressing for UPT | Planned |
| DTR/NA-21206 | Numbering and Addressing in MAN | |
| ETR/NA-70103 | UPT Vocabulary | Approved by NA May 1992 |
| ETR/NA-70208 | UPT Service requirements on numbering addressing and identification | Approved by NA May 1992 |
| TC-TR/NA-70302 | UPT Network considerations and requirements on dialling, routeing and numbering | |
| ETR/NA-71208 | UPT: Phase 1 Service requirements on numbering addressing and identification | Approved by NA May 1992 |
| DTC-TR/NA-71302 | UPT Phase 1 Network considerations and requirements on dialling, routeing and numbering | |
| SMG 03-03 | Numbering, addressing and identification | Originally GSM 03.03 |
| DE/NA-10004 | Support of private numbering plans | Approved |

# Annex C: Calling procedures

This Annex covers the numbering and dialling formats for national and international calls, the maximum numbering length of the different formats and the national use of prefixes in the short term post time T period (4-10 years) for the existing number structure and for two examples of structures with a EAC.

## C.1 Number structure

In the short term post time T period the use of a European Area Code (EAC) may take place in parallel with the existing CC. The numbers belonging to the EAC may be structured with or without a country identifier. The structure and the interpretation of the elements will be as follows:

**Existing CC structure**

| | |
|---|---|
| CC+NDC+SN | CC = Country Code<br>NDC = National Destination Code<br>SN = European Subscriber Number |

**EAC with country identification**

| | |
|---|---|
| EAC+NDC+SN | EAC = European Area Code<br>NDC = National Destination Code<br>SN = European Subscriber Number |

**EAC without country identification**

| | |
|---|---|
| EAC+SN | SN = European Subscriber Number<br>EAC = European Area Code |

NOTE: The country identification is not the CCITT Recommendation E.164 CC, but a new European country identification behind an EAC.

## C.2 Number formats

Clause 7 shows possible number formats that may exist for local, national and international calls within and between the existing CC network and a potential new EAC network with or without country identification. In Clause 7 the networks are identified as follows:

| | |
|---|---|
| CC + NDC1 network: | The existing European network with Country Codes; |
| EAC + NDC2 network: | A potential new European network with Country identification; |
| EAC + SN3 network: | A potential new European network without Country identification. |

## C.3 Number length

The international number length should always be less than or equal to 15 digits.

CC + NDC1 + SN1 ≤ 15 digits;

EAC + NDC2 + SN2 ≤ 15 digits;

EAC + SN3 ≤ 15 digits.

This makes the following demands on the national/European part of the numbers:

**CC + NDC1 + SN1:** CC = 2 or 3 digits;

NDC1 + SN1 ≤ 13 or 12 digits;

**EAC + NDC2 + SN2:** EAC = 3 digits, NDC2 = 2 digits;

SN2 ≤ 10 digits;

**EAC + SN3:** EAC = 3 digits;

SN3 ≤ 12 digits.

## C.4 Use of prefixes

a) trunk prefix;

b) international prefix.

CCITT has recommended "0" as trunk prefix and "00" as international prefix. A major part of the countries in the world use both prefixes, but not necessary the recommended values. More and more countries adjust themselves to the recommended prefixes.

Table C.1 shows whether or not prefixes are used or not in the dialling sequences for all the call types and networks in Clause 7.

**Table C.1: Use of prefixes in the dialling sequence.**

| Call type | CC + NDC1 network | EAC + NDC2 network | EAC + SN3 network |
|---|---|---|---|
| Local | No | No | No |
| National within the network | Yes (NOTE 1) | | |
| National between the CC and the EAC network | Yes | Yes | Yes |
| European within the network | Yes | Yes (NOTE 2) | No |
| European between the CC and the EAC network | Yes | Yes | Yes |
| Global | Yes | Yes | Yes |
| NOTE 1: The trunk prefix is not used in countries which have an integrated numbering scheme.<br>NOTE 2: A new European prefix is necessary within the EAC + NDC2 network. | | | |

## C.5 Long term solution

For further study.

## C.6 Conclusion

The use of an EAC would impose additional constraints on the use of digits available for use in the national network. With a 2 digit country identification within the NDC the national number could not exceed 10 digits.

The EAC would also require the international number to be dialled for national calls between the EAC network and all other national networks. This is considered to be a major disadvantage for customers who would also have to dial the international prefix for national calls. The use of an EAC would require a new European prefix for calling between European countries if country identification is to be used within the structure.

## C.7 Numbering formats within and between the existing CC network and a potential new EAC network with or without country identification

**Table C.2**

| Call type | From the CC + NDC1 network | From the EAC + NDC2 network | From the EAC + SN3 network |
|---|---|---|---|
| Local | SN1 (NOTE 1)<br>NDC1 + SN1 (NOTE 1) | SN2 (NOTE 2) | SN3 (NOTE 3) |
| National within the network | NDC1 + SN1 (NOTE 1) | SN2 (NOTE 2). | SN3 (NOTE 3) |
| National between the CC and the EAC networks | EAC + NDC2 + SN2<br>EAC + SN3 | CC + NDC1 + SN1 | CC + NDC1 + SN1 |
| European within the network | CC + NDC1 + SN1 | NDC2 + SN2<br>(NOTE 4) | SN3 (NOTE 2) |
| European between the CC network and the EAC network | EAC + NDC2 + SN2<br>EAC + SN3 | CC + NDC1 + SN1. | CC + NDC1 + SN1 |
| Global | CC + NDC + SN | CC + NDC + SN | CC + NDC + SN |

**Terminology:** CC = Country Code; NDC1 = Existing National Destination Code; SN1 = Existing Subscriber Number; EAC = European Area Code; NDC2 = Country identifier; SN2 = National Subscriber Number

NOTE 1: The NDC1 and SN1 are inseparably connected in countries which have an integrated numbering scheme.

NOTE 2: The capacity of SN2 may encompass all national subscribers.

NOTE 3: The capacity of SN3 may encompass all European subscribers.

NOTE 4: A new European country prefix is required.

# Annex D: Extract from the ETSI TC NA Report October 1991 - Procedures for contributions to CCITT and CCIR

**ETSI TECHNICAL COMMITTEE NA PROCEDURES FOR CONTRIBUTIONS TO CCITT AND CCIR (REVISED AT TC NA MEETING, MADRID OCTOBER 1991)**

Technical Committee NA has established procedures for the approval of proposed contributions to CCITT and CCIR. The principles of these procedures have now been included in Section H of the ETSI Working Procedures. The common procedures amongst the NA Sub Technical Committees for the approval of ETSI contributions to CCITT and CCIR are as follows:

a) ETSI contributions may be drafted and approved in their own right by Sub-Technical Committees;

b) If, during the drafting of a proposed contribution at a meeting of an STC, it cannot be agreed by all members then a vote should be taken on the basis of one vote per ETSI member present and agreement will be considered to have been achieved if not more than 29% of the votes object to the contribution;

c) The proposed contribution should be sent to the addresses on the mailing list of the STC. (Where time does not allow, direct submission of the contribution may be made but in this case STC members not present at the meeting may not necessarily support the contribution);

d) Fifteen days (see NOTE) should then be allowed for the STC members to register any objections and these should be sent to the STC Chairman or responsible Rapporteur. All STC members should clearly indicate if they do not agree to the contribution and if they will be presenting alternative views at the CCITT/CCIR meeting. After comments have been received the STC Chairman should analyse the situation and if not more than 29% of the member organisation included in the STC mailing list have objected and if in light of the nature of the replies the contribution is considered to still be worthwhile, it will be submitted to the CCITT/CCIR;

e) The contribution should be submitted in the name (source) of one ETSI member of CCITT/CCIR and will then be supported by all ETSI members agreeing to the contribution;

f) In the case of a unanimously agreed contribution, all members should support it and not make contributions (written or oral) at the CCITT/CCIR meeting against or undermining the content of the agreed "ETSI" contribution;

g) The "ETSI" contribution shall be supported in the specific CCITT/CCIR meeting in accordance with a strategy agreed in the STC and changes to the agreed contribution and strategy can only occur during the meeting after consultation amongst the ETSI members attending the CCITT/CCIR meeting;

h) ETSI contributions should aim to:

   1) be specific to one major issue;

   2) give detailed technical arguments in support of the proposal;

   3) be as concise and to the point as possible.

   NOTE: The objections should be registered with the STC Chairman within fifteen (15) days of the date of the sending of the draft contribution. The most expedient means available should be used for the sending of the draft contribution and for the return of any objections.

## History

| Document history | |
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| July 1994 | First Edition |
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