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Subject: [proposed agenda and organisation for the first 3GPP TSG RAN WG2 meeting](#)
From: "Fauconnier, Denis [GOLF:8700-I:EXCH]" <[\[log in to unmask\]](#)>
Reply-To: Fauconnier, Denis [GOLF:8700-I:EXCH]
Date: Mon, 21 Dec 1998 21:46:32 -0000
Content-Type: multipart/mixed

Parts/Attachments:  [text/plain](#) (61 lines) , [R298-001.doc](#) (61 lines)

Dear colleagues,

As Convenor for the first 3GPP TSG RAN WG2 meeting, it is my great pleasure to send you a proposed agenda and also a proposal for the practical organisation of the meeting.

<<R298-001.doc>>

First of all, the meeting will take place in Helsinki, Finland, kindly hosted by Nokia. The meeting will start at 9AM the 20th of January 1999, and will end at 3PM Friday 22nd of January 1999. An invitation will be sent by Nokia shortly.

The main objective of the RAN WG2 kick-off meeting is to agree on a documentation plan as well as go as far as possible into writing of these documents based on material provided by the 3GPP partner organisations. We have been tasked by 3GPP#1 to provide draft versions of these documents by april 99 and to report on the contents of such documents at the next 3GPP meeting (which takes place 1st to 5th of march 99).

I would propose that each 3GPP partner organisation provides as an input to RAN WG2 as soon as possible a list of its own available documents which fall into the scope of WG2 as well as the documentation itself.

Documents for the meeting should be sent on the reflector at the following address:

[\[log in to unmask\]](#)

Although I have asked ETSI to register everyone already on the L23 reflector on the RAN WG2, I will ask everyone to send the submitted document on the SMG2/UMTS L23 reflector also at [\[log in to unmask\]](#)

Since we need a secretary to allocate tdoc numbers for that first meeting, I would suggest that Georgi Petkov, from NEC, and who is our current SMG2/UMTS L23 secretary, continues for that initial organisation. He can be contacted at the following address: [\[log in to unmask\]](#)

Of course, contributions are welcome from 3GPP partner organisations but also from individual member companies.

If you have questions general to the task of the WG2 or 3GPP in general, or on how the new mail exploder works, you can consult the website at <http://www.3GPP.org/>. I will try to copy the invitation and agenda on the server as soon as I have access to it.

Of course, you can send me comments on the proposed agenda; Although I will be on holidays, I will have access to my mail and also will have my GSM phone with me.

Best regards and merry christmas

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all the best

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