

ETSI Industry Specification Groups

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Strategy and New Initiatives

“Hidden” benefits of standardization

- Standardization contributes to consumer confidence**
- Products are commercialized faster**
- Products reach global markets**
- Standardization does not require full manufacturing**
- Standardization does not distribute forces at the expense of SMEs or research centers**
- Standardization exploits research results**
- Standardization ensures interoperability**
- Standardization lowers the burden of evolution and maintenance, supported by industry**
- Standardization improves technologies and products through multiple feed-back**

Research input to Standards

- ❑ **ICT markets are shaped by standards**
 - **de facto, industry, fora, SDOs**
- ❑ **European strength in collaborative R&D**
- ❑ **European R&D in ICT must lead to standards activity**
 - **Developing new products, new services, new markets**
 - **Driving, not disseminating**

- ❑ **Input is not enough – longer term participation is required**

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Details of ISGs

ISG Summary

- ❑ **Industry Specification Group: a special type of ETSI committee**
- ❑ **Focused activity, designed for quick establishment**
- ❑ **Decides its own work programme, approves its own deliverables**
 - **ISGs produce ETSI Group Specifications (GS) only**
- ❑ **All ISGs use ETSI IPR policy**
 - **Well-established IPR policy, save time and legal fees compared with setting up a forum.**
- ❑ **Each ISG has its own membership**
- ❑ **Each ISG has its own budget**
 - **Decided and paid for by its members, invoiced to them by ETSI**
 - **Basic level of support from ETSI Secretariat**
- ❑ **Each ISG can set its own working procedures**
 - **Based on ETSI Technical Working Procedures**
- ❑ **Each ISG can have its own voting system**
 - **Recommended to use ETSI weighted voting, or 1 member 1 vote**

Who can participate?

- ❑ **Participation is governed by a Industry Specification Group Agreement**
 - Sets out the operation rules, budget mechanism, voting rules etc.
- ❑ **All ETSI members can participate, if they sign the ISG agreement**
 - Also applicant members
 - Includes agreeing to contribute to the budget according to this agreement
 - Access to mailing lists, meeting documents etc.
- ❑ **Non-members of ETSI can participate**
 - Subject to agreement of ISG chairman, or other ETSI member parties in the ISG
 - Must sign a Participation agreement
 - Must pay a fee (per meeting)
 - Non-members of ETSI have no voting rights
 - But they have access to mailing lists, and can get meeting documents

Who sees what?

- ❑ **ISG existence, Scope & Terms of Reference**
 - **Public**
- ❑ **ISG Agreement text**
 - **Restricted to ETSI members**
- ❑ **Meeting Docs / file storage area**
 - **Restricted to members of the ISG, (and ISG non-member Participants)**
- ❑ **E-mail lists**
 - **Restricted to members of the ISG, (and ISG non-member Participants)**
- ❑ **Draft specifications**
 - **Restricted to members of the ISG, (and ISG non-member Participants)**
- ❑ **Published specifications**
 - **Public**
- ❑ **Work Programme Information (titles, scopes, supporting members, timescale and progress)**
 - **Public**
- ❑ **Past and planned meeting dates & locations**
 - **Public**
- ❑ **List of ISG officials (chairman etc.)**
 - **Public (but only name and company and role)**

Essential IPR

ETSI strongly encourages its Members to have IPR

Conditions for essential IPR in ETSI:

Fair

Reasonable

And

Non-

Discriminatory

Operation of an ISG

- ❑ **Scope of activities defined by Terms of Reference**
- ❑ **ISG Rules of Procedure based on ETSI Technical Working Procedures**
 - **Appointment of chair and officials**
 - **Participation rights**
 - **IPR Policy**
 - **Work Programme Management and document approval**
 - **Reporting**
 - **Convening a meeting, meeting procedures (changes permitted)**
 - **Decision Making: voting rules & procedures (changes permitted)**
 - E.g. weighted or non-weighted voting
 - **Liaison handling (changes permitted)**
- ❑ **All available 'off the shelf' from ETSI**

Organisation of work

- Internal structure: freedom to establish working groups
- All ETSI specification work based on Work Item concept
 - The description of a task defined in terms of the:
 - title
 - intended deliverable type (GS only)
 - technical scope, including field of application
 - schedule of tasks for its production
 - identities of the supporting members
 - identity of the rapporteur
 - Detailed on New Work Item Form
 - WIs tracked in ETSI Work Programme Management application (public)
- Work Item must be supported by at least four ETSI members
- Separate Work Item for each deliverable
- Work Item need not result in an ETSI deliverable
- ISG may request creation of a Specialist Task Force if the need is urgent and if they fund it
- ISG approves its own output for publication
 - Must comply with ETSI Drafting Rules: <http://portal.etsi.org/editihelp/home.asp>

ETSI Secretariat Support

- ❑ **ETSI provides 'basic support' to ISGs**
 - meeting rooms with WiFi in ETSI premises
 - meeting support for invitations, badges, etc. (meetings at ETSI)
 - online meeting registration & meeting document handling
 - tea/coffee in ETSI premises
 - ISG info/meeting/document handling area on the ETSI Portal
 - document storage area on the ETSI DOCBOX server (FTP & HTML access)
 - one or more e-mail lists
 - maintenance of the ISGs Work Items in the WPM database
 - processing/publication of GSs (providing they have respected the ETSI Drafting Rules)

The ETSI Portal



- ❑ the interface for accessing information on the technical activities for each ETSI TB and ISG
- ❑ the Portal can either be accessed:
 - **anonymously: all public information can be consulted; or**
 - **with username & password**
 - you can then create your own workspace
- ❑ <http://portal.etsi.org>

Some ETSI Applications

- TB Membership/ exploder lists
- Contact Information
- Calendar of Meetings
- Meeting Management
- Decision Support
- Work Programme
- Subscribe and unsubscribe to one or more exploder lists**
- View and modify personal and company details**
- Search, Register**
- View room allocation**
- View participants**
- Reserve document number**
- Upload contribution to Docbox**
- (TB Officials) Create & modify meetings, request rooms**
- TB voting application**
- Query the ETSI Work Programme**

ISG Budget

- ❑ **ISG can maintain its own budget**
 - **Cost allocation between members detailed in ISG Agreement**
 - **Annual budget report & plan supplied to Secretariat**
 - **All expenditure performed by ETSI, invoiced to members according to ISG Agreement**

- ❑ **Typical items an ISG could choose to pay for**
 - **Full time support, Technical Officer support at meetings**
 - **Conferences or workshop or publicity event**
 - **Dedicated Website/domain or Wiki hosting and development**
 - **Technical support to committee, Technical Editor**
 - **ETSI Special Task Force**
 - **Expert development of specifications**
 - **Development of test specifications**

Legal

ISG Agreement

- **Must be signed by ETSI Members who wish to participate in the ISG**
- **Between ETSI and each member of ISG**
- **Identical agreement for all members**
- **Binding on all members of the ISG**
- **Agree to adhere to ETSI IPR Policy**
- **Distribution of costs among members**
- **Voting and decision making rules**
- **Details specific operational rules of ISG (beyond ETSI TWP)**

ISG Participant Agreement

- **Must be signed by non-members of ETSI who wish to participate in ISG**
- **Binding on all non-member participants to the ISG**
- **Agree to adhere to ETSI IPR Policy**
- **Confidentiality requirement**

Templates of both agreements available

Signatories to the agreements are effectively 'ISG Members'

Limitations on an ISG

- ❑ **ISGs only produce ETSI Group Specifications (GS)**
 - **Specifically identified as coming from an ISG**
- ❑ **ISGs cannot handle activities Mandated by EC/EFTA**
- ❑ **ISGs should not handle the following:**
 - **health, safety, environment, public interest and the basic legal/economic interests of consumer related issues**

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Establishing the ISG

How to set one up?

- ❑ **Minimum 4 ETSI members or applicant members are required**
- ❑ **Quick Operational Pack available**
 - (draft ToR, Members Agreements, Working Procedures)
- ❑ **Propose a scope for Terms of Reference, and basic workplan**
 - 2-3 paragraphs describing what the group will do
 - Need to choose a 3-letter acronym for the ISG!

- ❑ **ETSI Director General decides to establish ISG, based on documentation presented**
 - rapid decision and implementation
 - using off the shelf ETSI Portal components

How to end it?

- ❑ **ISG becomes an ETSI Technical Body**
 - Not an end – a new beginning!
 - Pre-standardisation is over
 - Requires agreement of ETSI Board
 - Greater authority, visibility
 - Can produce TS, ES, EN specifications
 - Greater access to support and funding
 - Open to all ETSI Members
- ❑ **ISG becomes working group of existing ETSI TB**
- ❑ **ISG members choose to close group**
 - Should identify which ETSI TB/ISG handles maintenance

Degrees of success



Real success: Specifications are used & implemented

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Thank you!

Discussion?