



Project	IEEE 802.16 Broadband Wireless Access Working Group < http://ieee802.org/16 >	
Title	IEEE 802.16 Working Group Letter Ballot #12: Announcement	
Date Submitted	2003-08-06	
Source(s)	Roger Marks NIST 325 Broadway Boulder, CO 80305	Voice: +1-303-497-3037 Fax: +1 509 756 2642 mailto:r.b.marks@ieee.org
Re:	802.16 WG Letter Ballot #12, on IEEE P802.16/Conformance03/D1-2003	
Abstract	This document announces and details the procedure for IEEE 802.16 Letter Ballot #12, in which P802.16/Conformance03/D1-2003 is under review.	
Purpose	To document the process of Letter Ballot #12.	
Notice	This document has been prepared to assist IEEE 802.16. It is offered as a basis for discussion and is not binding on the contributing individual(s) or organization(s). The material in this document is subject to change in form and content after further study. The contributor(s) reserve(s) the right to add, amend or withdraw material contained herein.	
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Patent Policy and Procedures	The contributor is familiar with the IEEE 802.16 Patent Policy and Procedures < http://ieee802.org/16/ipr/patents/policy.html >, including the statement "IEEE standards may include the known use of patent(s), including patent applications, provided the IEEE receives assurance from the patent holder or applicant with respect to patents essential for compliance with both mandatory and optional portions of the standard." Early disclosure to the Working Group of patent information that might be relevant to the standard is essential to reduce the possibility for delays in the development process and increase the likelihood that the draft publication will be approved for publication. Please notify the Chair < mailto:chair@wirelessman.org > as early as possible, in written or electronic form, if patented technology (or technology under patent application) might be incorporated into a draft standard being developed within the IEEE 802.16 Working Group. The Chair will disclose this notification via the IEEE 802.16 web site < http://ieee802.org/16/ipr/patents/notices >.	

IEEE 802.16 Working Group Letter Ballot #12

1. Introduction

This announcement opens IEEE 802.16's Letter Ballot #12, on the question:

To forward IEEE P802.16/Conformance03/D1-2003 for LMSC Sponsor Ballot.

Document title: “Draft Standard for Conformance to IEEE Standard 802.16 – Part 3: Radio Conformance Tests (RCT) for 10-66 GHz WirelessMAN-SC™ Air Interface”

Document URL: <http://ieee802.org/16/private/drafts/tgc/P80216_Conf03_D1.zip>

Ballot opening date: **6 August 2003**

Ballot closing date: **5 September 2003** AOE (“Anywhere on Earth”)

2. Procedure

To submit a ballot, use the form at:

<http://ieee802.org/16/tgc/C3/ballot12/ballotform12.html>

2.1 Disapprove Votes

Disapprove votes must include specific “Technical, Binding” comments on what must be done to the comment resolutions to change the vote to “Approve”.

2.2 To submit a ballot with comments or to submit comments only

If you wish to submit a ballot with comments (with or without a vote), you must download the standalone program *Commentary* (version 1.5 or higher) and use it to prepare your vote and comments. Submission instructions are included. *Commentary* is available at:

<http://ieee802.org/16/docs/Commentary>

3. Working Group Letter Ballot Process

IEEE 802 rules specify that “the decision to submit a draft standard or a revised standard to the Sponsor Ballot Group must be ratified by a letter ballot.” The decision to carry out this letter ballot was made at the Closing Plenary of 802.16's Session #26.

3.1 Criteria for Approval

3.1.1 50% Return Rate

The ballot will not be considered successful if less than 50% of the ballot group members return a vote. If this return rate has not been achieved by the specified closing date, the ballot may be extended by the Working Group Chair.

3.1.2 75% Approval Rate

The ballot will not be considered successful unless approved by at least 75% of the ballot group members voting “Approve” or “Disapprove”.

3.1.3 Comment Resolution

The Working Group shall attempt to resolve all comments collected in the ballot process. All substantive technical changes, and all unresolved negative votes, together with the reasons of the negative voter and the rebuttal by the members conducting the resolution of the ballots, shall be subject to a recirculation ballot of at least fifteen days.

3.1.4 Failed Ballots

Should the approval rate be less than 75%, the Working Group shall nevertheless proceed with comment resolution and then offer “Disapprove” voters the opportunity to change their vote to “Approve”. Should this process result in a 75% or higher approval rate, the approval criterion in 3.1.2 shall be considered met.

Should this process fail to achieve the 75% approval rate, a new draft shall be prepared in accordance with the comment resolutions. A new Working Group Letter Ballot of the resulting draft shall be initiated by vote of the Working Group or at the discretion of the Working Group Chair.

3.2 Draft Availability

Following IEEE guidelines, the document under review is considered a Draft Standard. IEEE requires that Draft Standards carry the IEEE copyright notice and be restricted in distribution. As a result, the document has been posted on the IEEE 802.16 password-protected web site:

http://iee802.org/16/private/drafts/tgc/P80216_Conf03_D1.zip

Members and Observers shall not share the password. Other interested parties should see the URL:

<http://iee802.org/16/published.html>

and contact the Chair <<mailto:r.b.marks@ieee.org>> with any questions. The draft carries the statement “Permission is hereby granted for IEEE Standards Committee participants to reproduce this document for purposes of IEEE standardization activities.”

3.3 Ballot Group

The Ballot Group for Letter Ballot #12 is provided in Annex A. It includes the individuals who are Members of IEEE 802.16 as of the start of the Letter Ballot. Except to remedy errors in the this membership list, the Ballot Group will not change through the course of Letter Ballot #12, including its resulting recirculation ballots, even as the Working Group membership changes.

3.4 Obligation of Working Group Members to Participate in Ballot

The IEEE 802.16 Membership Procedures, which are in accordance with the IEEE Project 802 LAN MAN Standards Committee (LMSC) Operating Rules, specify that Working Group Membership shall be lost if two consecutive, or two of any three consecutive, Working Group Letter Ballots for which the member was eligible are not returned or are returned with an abstention other than for ‘lack of technical expertise.’ Note that participation in the initial round of the ballot is required to fulfill this obligation and to assist the Working Group in meeting the 50% return rate requirement. You may wish to check your voting record from recent 802.16 Letter Ballots:

- #10 <<http://iee802.org/16/tgc/C2/ballot10/report10.html>>
- #11 <<http://iee802.org/16/tgd/ballot11/report11.html>>.

3.5 Participation by Individuals outside the Ballot Group

Individuals who are not Ballot Group members are welcome, and encouraged, to submit ballot comments following the procedure in 2.2

3.6 Public Release of Individual Ballots

Detailed ballot results will be posted to the IEEE 802.16 Web Site.

4. Patent Policy and Procedures

Please take note of the IEEE 802.16 Patent Policy

<<http://iee802.org/16/ipr/patents/policy.html>>.

IEEE standards may include the known use of patent(s), including patent applications, provided the IEEE receives assurance from the patent holder or applicant with respect to patents essential for compliance with both mandatory and optional portions of the standard. Early disclosure to the Working Group of patent information that might be relevant to the standard is essential to reduce the possibility for delays in the development process and increase the likelihood that the draft publication will be approved for publication. Please notify the Chair <<mailto:chair@wireless-man.org>> as early as possible, in written or electronic form, if patented technology (or technology under patent application) might be incorporated into a draft standard being developed within the IEEE 802.16 Working Group. The Chair will disclose this notification via the IEEE 802.16 web site <<http://iee802.org/16/ipr/patents/notices>>.

Annex A: **Ballot Group for IEEE 802.16 Working Group Letter Ballot #12**

Agrawal, Aditya	Antonello, Gordon	Arefi, Reza
Avivi, Eli	Chang, Dean	Chayat, Naftali
Chayer, Remi	Dick, Stephen	Edmonston, Brian
Eidson, Brian	Eklund, Carl	Engels, Marc
Freedman, Avraham	Garrison, G. Jack	Goldhammer, Marianna
Hadad, Zion	Johnston, David	Joo, Panyuh
Kaitz, Tal	Kelly, Phil	Kelman, Ofer
Kiernan, Brian	Kitroser, Itzik	Koo, Changhoi
Labs, Jonathan	Leiba, Yigal	Lewis, Barry
Li, Lingjie	Liebetreu, John	Lindh, Lars
Lou, Hui-Ling	Lycklama, Heinz	Marks, Roger
McKown, Russell	Middleton, Andrew	Murias, Ronald
Nelson, Robert	Rath, Kamlesh	Robinson, Gene
Segal, Yossi	Selea, Radu	Simkins, James
Stanwood, Kenneth	Stevenson, Carl	Struhsaker, Paul
Suzuki, Yoshihiro	Taylor, Shawn	Thomson, William
Trinkwon, David	Ullmann, Rainer	van Waes, Nico
Verbin, Eyal	Wang, Arthur	Wang, Lei
Wang, Stanley	Whitehead, Philip	Yanover, Vladimir