

Electromagnetic compatibility and Radio spectrum Matters (ERM); Guidance for drafting an ETSI System Reference document (SRdoc)

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Contents

Intellectual Property Rights	5
Foreword.....	5
Introduction	5
1 Scope	6
2 References	6
2.1 Normative references	6
2.2 Informative references	6
3 Symbols and abbreviations.....	7
3.1 Symbols.....	7
3.2 Abbreviations	7
4 Purpose of System Reference documents.....	7
5 Phases of System Reference documents.....	8
6 Deliverable type	8
7 Contents of the System Reference document.....	8
7.1 Title Page.....	8
7.2 Foreword	8
7.3 Executive summary	9
7.4 Introduction	9
7.5 Status of pre-approval draft	9
7.6 "1 Scope"	9
7.7 "2 References"	9
7.8 "3 Definitions, symbols and abbreviations"	10
7.9 "4 [Comments on the System Reference document]"	10
7.9.1 "4.1 [Statements by ETSI Members]"	10
7.10 "5 Presentation of the system or technology"	10
7.11 "6 Market information"	10
7.12 "7 Technical information"	10
7.12.1 "7.1 Detailed technical description"	10
7.12.2 "7.2 Technical parameters and implications on spectrum"	10
7.12.2.1 "7.2.1 Status of technical parameters"	11
7.12.2.1.1 "7.2.1.1 Current ITU and European Common Allocations"	11
7.12.2.1.2 "7.2.1.2 Sharing and compatibility studies (if any) already available"	11
7.12.2.1.3 "7.2.1.3 Sharing and compatibility issues still to be considered"	11
7.12.2.2 "7.2.2 Transmitter parameters"	11
7.12.2.2.1 "7.2.2.1 Transmitter Output Power / Radiated Power"	11
7.12.2.2.2 "7.2.2.2 Antenna Characteristics"	11
7.12.2.2.3 "7.2.2.3 Operating Frequency"	11
7.12.2.2.4 "7.2.2.4 Bandwidth"	11
7.12.2.2.5 "7.2.2.5 Unwanted emissions"	11
7.12.2.2.6 "7.2.2 <x> <Parameter>"	11
7.12.2.3 "7.2.3 Receiver parameters"	11
7.12.2.4 "7.2.4 Channel access parameters"	12
7.12.3 "7.3 Information on relevant standard(s) "	12
7.13 "8 Radio spectrum request and justification"	12
7.14 "9 Regulations"	12
7.14.1 "9.1 Current regulations"	12
7.14.2 "9.2 Proposed regulation and justification"	12
7.15 "Annex <N> Bibliography"	12
Annex A: Survival guide for drafting/updating SRdocs.....	13
A.1 Check list.....	13

A.2 Further details concerning the management of the <a.s.m> field	13
Annex B: ECC deliverables available	15
Annex C: EC regulations used in the context of frequency management.....	16
History	17

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Foreword

This ETSI Guide (EG) has been produced by ETSI Technical Committee Electromagnetic compatibility and Radio spectrum Matters (ERM).

An "empty SRdoc" (Empty Draft ETSI TR 10WXYZ Vmab_asm_v211.doc) is contained in eg_201788v020101p0.zip which accompanies the present document.

Introduction

As shown in the history box, the present document has been initially published as a TR.

The present version of this guide is expected to be used together with the "empty SRdoc".

The empty SRdoc is attached to the present document in order to help potential users.

The present document has been produced in cooperation with CEPT/ECC and its subordinate bodies.

1 Scope

The present document contains guidance for drafting a system reference document which is intended to be used initially for internal coordination within ETSI and subsequently, in particular, for co-operation with the Electronic Communications Committee (ECC) of the European Conference of Post and Telecommunications Administrations (CEPT), under the Memorandum of Understanding between ECC and ETSI.

The present document is applicable to all ETSI Technical Bodies producing deliverables affecting radio frequencies.

2 References

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

- For a specific reference, subsequent revisions do not apply.
- Non-specific reference may be made only to a complete document or a part thereof and only in the following cases:
 - if it is accepted that it will be possible to use all future changes of the referenced document for the purposes of the referring document;
 - for informative references.

Referenced documents which are not found to be publicly available in the expected location might be found at <http://docbox.etsi.org/Reference>.

NOTE: While any hyperlinks included in this clause were valid at the time of publication ETSI cannot guarantee their long term validity.

2.1 Normative references

The following referenced documents are indispensable for the application of the present document. For dated references, only the edition cited applies. For non-specific references, the latest edition of the referenced document (including any amendments) applies.

Not applicable.

2.2 Informative references

The following referenced documents are not essential to the use of the present document but they assist the user with regard to a particular subject area. For non-specific references, the latest version of the referenced document (including any amendments) applies.

- [i.1] CEPT/ERC/Recommendation 74-01E: "Unwanted Emissions in the Spurious Domain".
- [i.2] ERC Report 25: "The European table of frequency allocations and utilizations in the frequency range 9 kHz to 3000 GHz".
- [i.3] ITU Radio Regulations.
- [i.4] ECC-ETSI MoU (version of April 2004).
- [i.5] RSPG Opinion on "Streamlining the regulatory environment for the use of spectrum", document RSPG 08-246.
- [i.6] CEPT/ERC/Recommendation (02)05: "Unwanted Emissions".

[i.7] EG 201 788 (V1.2.1): "Electromagnetic compatibility and Radio spectrum Matters (ERM); Guidance for drafting an ETSI System Reference Document".

3 Symbols and abbreviations

3.1 Symbols

For the purposes of the present document, the following symbols apply:

a.s.m	Designates the prepublication version number of a deliverable
m.a.b	Designates the target version number of a deliverable for publication
n	Represents a number, used for the numbering of the parts in a deliverable
N	Represents a number, used for the numbering of annexes in a deliverable
< >	Indicates that text should be inserted in accordance with the instructions given within the brackets
[]	Indicates that the text in square brackets is optional (square brackets are also used to identify references)
	Indicates that the text on the left and the right of this symbol is to be used on an "or"-basis
{ }	Indicates the beginning and the end of text to be processed as indicated above

3.2 Abbreviations

For the purposes of the present document, the following abbreviations apply:

CEPT	European Conference of Post and Telecommunications Administrations
EC	European Commission
ECC	Electronic Communications Committee
ITU	International Telecommunications Union
RSCoM	Radio Spectrum Committee
SRdoc	System Reference document
TC-ERM	Electromagnetic compatibility and Radio spectrum Matters Technical Committee
WG ERM-RM	ERM Working Group Radio Matters
WG FM	Working Group Frequency Management

4 Purpose of System Reference documents

A "System Reference document" (SRdoc) is usually produced in support of any new system, service or application, in particular when a change of the present frequency designation / utilization within the EU or the CEPT or a change in the present regulatory framework for the proposed band(s) regarding either wanted or unwanted emissions is needed.

SRdocs can also be prepared in order to help users understanding the concepts relating to a particular standard, even in cases where a SRdoc would not be required for frequency coordination purposes.

NOTE 1: The ECC-ETSI MoU [i.4] provides the relationship between the two organizations in relation to these issues:

- "The ECC will also have to develop guidance on the related regulatory conditions (e.g. spectrum sharing criteria) for the proposed ETSI deliverable".

And also:

- "Each party shall inform the other if, during the development of its deliverable, it comes to the conclusion that, in order to fulfil the objectives of the deliverable, it has to reconsider the initial working assumptions, e.g. taking account of conclusions of spectrum compatibility studies. Both parties shall in this case reconsider whether a renewed agreement can be achieved".

NOTE 2: In addition chapter 5.8 of the RSPG Opinion [i.5], also addresses the relationship between ECC and ETSI regarding the sharing and compatibility studies and their implications.

5 Phases of System Reference documents

ETSI has been using a phased release approach for the drafts of SRdocs, in order to provide ECC with early information. This implies a very clear understanding of the status of the versions released during each phase by all parties involved.

Initially three stages had been proposed:

- Stage 1: a statement is sent to CEPT indicating that a proposal had been received (and that ETSI will perform an internal co-ordination procedure).
- Stage 2: the original proposal together with an assembled set of comments from individual ETSI members following the internal consultation round is available (noting that ETSI intends to discuss these comments with a view to providing consolidated text).
- Stage 3: a stable document indicating the (possibly modified) spectrum proposal and a statement of additional views put forward by different ETSI members is available.

However, it has been shown that it is more practical to adapt the various phases of a particular SRdoc to the situations on an ad-hoc basis. Several versions of a SRdoc may also be made available within a particular stage, as a result of the completion of different steps during one particular stage. Hence the importance of the status and of the version number of each document. See clause 7.5 and annex A, in particular clause A2.

6 Deliverable type

The type of deliverable to be used in the case of a System Reference document is an ETSI Technical Report (TR).

The ETSI Drafting Rules apply. Guidance on the formatting of a TR can be obtained from the ETSI Secretariat (<http://portal.etsi.org/edithelp>).

As an example, see also the "empty SRdoc" (Empty Draft ETSI TR 10WXYZ Vmab_asm_v211.doc) that is contained in the file eg_201788v020101p0.zip which accompanies the present document.

7 Contents of the System Reference document

The following clauses refer, when possible to the appropriate clauses of the [draft] SRdoc itself.

7.1 Title Page

The title should be:

"Electromagnetic compatibility and Radio spectrum Matters (ERM); System Reference document;

<Name of radio system> [; Part <n>: Part element of title]".

7.2 Foreword

This clause should include the following text:

"This Technical Report (TR) has been produced by ETSI Technical Committee Electromagnetic compatibility and Radio spectrum Matters (ERM)".

See the ETSI Drafting Rules for other permitted elements.

7.3 Executive summary

This clause should be a 1-2 page **executive summary** of the document. If the document contains alternative viewpoints, this can be reflected using the following form of words: "The proponents believe...". "Other members of ETSI believe...".

7.4 Introduction

This clause should include the following text:

"The present document has been developed { to support the co-operation between ETSI and the Electronic Communications Committee (ECC) of the European Conference of Post and Telecommunications Administrations (CEPT) | for internal reference within ETSI }".

See the ETSI Drafting Rules for other permitted elements.

7.5 Status of pre-approval draft

Since System Reference documents are frequently circulated before their final approval by ETSI, each System Reference document will contain a statement of its approval status in the Introduction. The following text is recommended:

"The present document was developed by <proponents | name of Technical Body or Task Group of ERM>

[and approved by ERM [RM] at its <number> meeting, <date>]|

[The information in it has not yet undergone coordination by ERM [RM]] |

[It contains <preliminary | stable > information.>]."

According to the format given in EG 201 788 (V1:2.1) [i.7], such information used to be located in clause 4.1 of SRdocs.

This clause includes also a table providing a history of the pre-approval draft versions.

7.6 "1 Scope"

This clause should include the following text:

"The present document describes <name of radio system>

{<which may require a change of the present frequency designation / utilization within the EU or CEPT>

| <which may require a change in the present regulatory framework for the proposed band(s) regarding either wanted or unwanted emissions>}.

It includes in particular:

- *Market information;*
- *Technical information [including expected sharing and compatibility issues] Note: The information on sharing and compatibility studies is required when new spectrum or new spectrum usage is requested.*
- *Regulatory issues.*

7.7 "2 References"

This clause should include the appropriate references in line with the ETSI Drafting Rules.