Standards Committee Te 1 ecommunications
Technical Subcommittee T1P1
Systems Engineering, Standards Planning and Program Management

S. J. Engelman - Chairman   *Reply to:*
M. N. Woinsky - Vice Chairman

August 1, 1991

Victor Hayes
NCR Systems Engineering BV
SAD
Zadelspede 1-10
3431 JZ Nieuvegein
NETHERLANDS

Dear Mr. Hayes:

The purpose of this liaison is to inform IEEE 802.11 that in March 1991, T1P1 created the Program Management Working Group, T1P1.1, approving its Mission and Scope (attached) "to provide standards planning and program management functions."

To enable it to perform these functions, T1P1 requests that 802.11 provide information on its current and planned personal communications standards activities. In addition, please identify the work of any other standards body or activity that may be required to facilitate your work.

In order for our planning to proceed, we would appreciate this information prior to the next T1P1 meeting which begins on October 7, 1991, if possible, or by the following T1P1 meeting which begins on January 6, 1992. We will use this information to assist with the preparation of a preliminary management plan at our January 1992 meeting.

Sincerely,

S.J. Engelman
T1P1 Chairman

Accredited by the American National Standards Institute
Sponsored by the Exchange Carriers Standards Association

T1P1.1 PROGRAM MANAGEMENT WORKING GROUP

Mission

The T1P1.1 Program Management Working Group provides standards planning and program management functions for projects assigned to T1P1 by Committee T1. When coupled with the functional responsibilities of other T1 entities, these functions will provide an efficient process for Committee T1 to facilitate consideration of complex projects.

Scope

The T1P1.1 Working Group will develop a standards program management process for Personal Communications to serve as a model for future standards focus areas.

The Program Management Working Group of T1P1 will perform:

Standards Planning functions which may include:

- Develop a standards program that:

    o Designs a framework of standards development

    o Identifies relevant fora

    o Identifies objectives and milestones

    o Facilitates common terminology with consistent definitions

- Determine T1 endorsement of programs

- Plan liaison activities with other organizations

Program Management functions which may include:

- Seek acceptance of responsibility by other fora for detailed standards development

- Harmonize schedules with other fora

- Monitor standards development programs in other fora

- Assess the impact on the overall program of schedule changes

- Facilitate liaisons between affected fora