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| Project | IEEE 802.16 Broadband Wireless Access Working Group < http://ieee802.org/16 > |
| Title | IEEE 802.16 Working Group Letter Ballot Recirc #35a: Announcement |
| Date Submitted | 2011-11-28 |
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| Re: | IEEE 802.16 Working Group Letter Ballot Recirc #35a |
| Abstract | This document announces and details the procedure for IEEE 802.16 Working Group Letter Ballot Recirc #35a, in which P802.16Rev3/D2 is under review. |
| Purpose | To document the process of Working Group Letter Ballot Recirc #35a. |
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| Patent Policy and Procedures | The contributor is familiar with the IEEE-SA Patent Policy and Procedures: < http://standards.ieee.org/guides/bylaws/sect6-7.html#6 > and < http://standards.ieee.org/guides/opman/sect6.html#6.3 >. Further information is located at < http://standards.ieee.org/board/pat/pat-material.html > and < http://standards.ieee.org/board/pat >. |

IEEE 802.16 Working Group Working Group Letter Ballot Recirc #35a

Roger B. Marks

1. Introduction

This announcement opens IEEE 802.16's Working Group Letter Ballot Recirc #35a, on the question:

To accept the resolutions of comments from Working Group Letter Ballot Recirculation #35a, as recorded in IEEE 802.16-11/0042, and to forward, for IEEE-SA Sponsor Ballot, IEEE P802.16Rev3/D3.

Ballot opening: **28 November 2011**

Ballot closing: **13 December 2011** AOE

<http://timeanddate.com/worldclock/fixetime.html?year=2011&month=12&day=14&hour=01&min=0&sec=0&p1=1033>

2. Procedure

2.1 Results of Prior Ballot Rounds

The **Results of Letter Ballot #35** (including any recirculations) are available at

<http://iee802.org/16/ballots/ballot35>.

All comments received, along with the resolutions developed by the IEEE 802.16 Working Group, are available in Commentary format in IEEE 802.16-11/0042 http://iee802.org/16/docs/index.html#11_0042.

2.2 Previous Votes Carried Forward

If you do not cast a ballot in this recirculation but cast a previous ballot in Working Group Letter Ballot #35 or a subsequent recirculation, your previous vote will be carried forward.

2.3 No Obligation of Working Group Members to Participate in Ballot

Working Group Members are not obliged to participate in this ballot, nor in any recirculation ballot. Participation or lack of participation will not affect Working Group Membership.

2.4 Scope of Ballot

The scope of the recirculation ballot includes *only* the disposition of the outstanding Disapprove comments and the changes to the draft as documented in the comment resolutions under review (along with the implementation of those resolutions in the draft).

2.5 To submit a ballot

To submit a ballot, use the form at:

<http://dot16.org/ballot/ballot35>.

2.6 Disapprove Votes

Disapprove votes must include specific “Technical” comments (indicated as “Part of Dis” for “Part of Disapprove Vote”) on what must be done to the comment resolutions to change the vote to “Approve”.

2.7 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 2.17 or higher**) and use it to prepare your vote and comments. Submission instructions are included. *Commentary* is available at:

<<http://dot16.org/Commentary>>.

Comments *must* be submitted following the procedure defined in the ballot form:

<<http://dot16.org/ballot/ballot35>>.

2.8 To confirm receipt of your ballot and check the ballot status report

To confirm receipt of your ballot, see the real-time report at:

< <http://dot16.org/ballot/ballot35/results.shtml>>.

You can also check the ballot status report, which is not regularly updated, at:

<<http://ieee802.org/16/ballots/ballot35>>.

3. Working Group Letter Ballot Process

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 Ballot Resolution Committee, 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 Ballot Group

The Ballot Group for Letter Ballot #35 is provided in Annex A of IEEE 802.16-11/0029. It includes the names of individuals who are Members of IEEE 802.16 as of the start of the Letter Ballot. Except to remedy errors in this membership list, the Ballot Group will not change through the course of Letter Ballot #35, including its resulting recirculation ballots, even as the Working Group membership changes. The Working Group Chair may deny participation in the ballot due to failure to declare valid affiliation during Working Group sessions.

3.3 Obligation of Working Group Members to Participate in Ballot

The IEEE 802.16 Working Group Membership Procedures, which are in accordance with the IEEE Project 802 LAN/MAN Standards Committee (LMSC) Working Group Policies & Procedures, 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.

3.3 Participation by Individuals outside the Ballot Group

Individuals who are not Ballot Group members are welcome to submit ballot comments following the procedure in 2.3.

3.4 Public Release of Individual Ballots

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

4. Patent Policy and Procedures

The IEEE 802.16 Working Group operates under the IEEE-SA Patent Policy and Procedures. See:

<<http://standards.ieee.org/guides/bylaws/sect6-7.html#6>> and

<<http://standards.ieee.org/guides/opman/sect6.html#6.3>>.

Further information is located at <<http://standards.ieee.org/board/pat/pat-material.html>> and

<<http://standards.ieee.org/board/pat>>.