

Dear colleagues,

As you are all aware we agreed, at the Busan closing plenary, to have an e-meeting starting 18 December and ending 21 December 2006 to progress Requirements and Architecture documents belonging to WG1 and also parts of WG1 Busan meeting report.

Due to level volume of the work and in consultation with the WG1 leaders it was decided to start our e-meeting on 1 December and continue until 21 December with four days from 18 to 21 December for final review of the revised documents.

You already have seen the first revision of the Requirements document and shortly would see the revised Architecture document and by this weekend final revised versions of both documents.

With help from the TSB, we have arranged for two hours of teleconference starting at 14h00 Geneva time for each of the four days starting 18 December. Attempt has been made to choose a time which causes the least inconvenience for everyone considering that we have people participating from all continents. Here is the schedule of activities (**all times in Geneva time**):

18 December 2006

14h00 to 14h15 Approval of WG1 Busan meeting report
14h15 to 16h00 discussion on the Requirements document (Revised Interim-001)

19 December 2006

14h00 to 16h00 discussion on the Requirement document (Revised Interim-001)

20 December 2006

14h00 to 16h00 discussion on the Architecture document (Revised Interim-002)

21 December 2006

14h00 to 15h45 discussion on the Architecture document (Revised Interim-002) and the e-meeting report

Shortly on or after 21 December the Architecture and Requirements documents will be submitted (with no change marks) by the editors as contributions to the next FG IPTV meeting in Mountain View and people are expected to comment against them for the Mountain View meeting.

Here is information on the teleconference bridge for the 4 days (**18-21 December**):

Dial in number: +41 22 917 09 00 + Pin code

Pin code: 22222

The pin code will be the same for the entire 4 days.

Since number of ports are limited, participants from each organization are encouraged to gather in one location and dial in.

Important Notice:

Please note that all times are approximate and if we finish our scheduled discussion early we will terminate the call. Also, if there are no participants on the conference bridge for a period of 10 minutes, the conference will be terminated. So, please try to call on time and stay on the call.