|  |  |  |  |
| --- | --- | --- | --- |
| **Title\*:** | [Document Title] | | |
|  |  | | |
| from **Source**\*: | [Company name] | | |
| Contact: | [Contact person] | | |
|  |  | | |
| input for **Committee**\***:** | ETSI SDG OCF | | |
|  |  | | |
| Contribution **For\*:** | Decision |  |  |
|  | Discussion |  |  |
|  | Information |  |  |
|  |  | | |
| **Submission date\*:** | [Date] | | |
|  |  | | |
| **Meeting & Allocation:** | [Meeting Name] | | |

|  |
| --- |
| **Decision/Action requested**: [Description] |

|  |
| --- |
| **Abstract**: [Description] |

*How to use this file?*

*Use this file either as a contribution template or as a cover page.*

*Complete the header information in [ ].*

*Contribution template*

1. *Write or paste your text in the body of the present file, which will become your contribution.*
2. *Upload it on the portal using the [Upload/Make Available] button*

*Cover page*

*This is usually the case if you want to contribute multiple files in one single contribution.*

1. *Add some explanatory text to the body of this file (for example to describe the content of the other files).*
2. *Zip this file together with the other files which you want to group as a single contribution.*
3. *Upload the resulting ZIP file on the portal using the [Upload/Make Available] button*

*Delete this box after reading…*