**Source: Convenor Yong Chang**

**Title: Draft Agenda**

**Agenda item: All**

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| 1 | Opening of the meeting (Convenor) |  Note.  |
| 2 | Roll Calls & Notification (Secretary)  |  |
| 3 | Approval of Agenda (Convenor) | M2MCons\_2012\_05\_18\_Draft\_Agenda\_r2.doc |
| 4 | Quick Summary of Last Call (Secretary)  | Notes of the M2M Consolidation Partners Teleconference-10 May 2012 |
| 5 | Review of Actions from previous meetings |  |
| M2MCons 4/1: Secretary (Tokyo meeting)To maintain a summary of the contacts made by potential partners with vertical industry groups.  | ***Ongoing*** |
| M2MCons 4/3: Joint Ad-Hoc Group (Tokyo meeting)To update oneM2M secretariat function based on the agreement.  |  ***Ongoing*** |
| ACTION 1: Potential Partners (11 April 2012)To propose Change Requests CRs on the Partnership Agreement(Deadline : 4 May) | ***Closed*** |
| ACTION 2:  Potential Partners (11 April 2012) To consider the resources to be provided by Partners Type 2 for 2013 | ***Ongoing*** |
| ACTION 1:  Secretary (20 April 2012) To put in place a Change Request mechanism for the Partnership Agreement  to solicit proposals for change by the deadline 4 May 2012 | ***Closed*** |
| ACTION 2:  Secretary (20 April 2012) To convene a meeting of Potential Partners on **Monday 7 May** (**12.00 GMT**)  to address Change Requests received in respect of the draft Partnership  Agreement. | ***Closed*** |
| 6 | Update of Compilation of Understanding(CoU)To Update a CoU based on the approved Partnership Agreement  | ***Ongoing****M2MCons\_2012\_05\_18\_Compilation\_of\_Understanding\_v10\_as\_10052012 - M2M CoU AdHoc.docx* |
| 7 | Partnership Agreement |  |
|  | 7.1 The Potential Partners in the Plenary of the Electronic meeting on the  18 May 2012 approves the final version, which is then sent for formal  approval and signing by respective Potential Partner Organization - CRs from TIA with editorial change  We were not expecting further CRs at previous two plenary calls treating the CRs. We need now to close the Agreement document at this call to move forward. So, we will discuss these CRs if all the partners can agree to treat today under allowance of editorial change. And then, no more CRs should be allowed and accepted. | *Partnership\_Agreement\_2012\_05\_10**CR TIA\_ Introductory Text.doc**CR TIA\_ Section 3.1.doc**CR TIA\_ Section 4.1.doc**CR TIA\_ Section 7.2.doc* |
|  | * 1. Process and time schedule for approval by respective Potential Partner Organization. After signing, respective Potential Partner Organization report the action item closed to the plenary.

 *Effective date* is the date when respective Potential Partner signs the Agreement. | *Each Potential Partner report.* |
|  |  7.2.1 ARIB |  |
|  | 7.2.2 ATIS | *Partnership Agreement Signing - Proposal.docx* |
|  |  7.2.3 CCSA |  |
|  | 7.2.4 ETSI |  |
|  |  7.2.5 TIA |  |
|  |  7.2.6 TTA*After TTA Technical Assembly and Internal approval process, TTA will make formal decision to join at oneM2M. TTA Technical Assembly will be held on 12th, June. 2012. If it is possible, “the Effective Date” on the draft oneM2M Partnership Agreement needs to be reconsidered.* | *CR016* |
|  |  7.2.7 TTC |  |
| 8 | Report & Issues from Joint Ad-hoc Group  | *Input from Joint Adhoc* |
|  | * 1. Report on Working Procedure from Joint Ad-hoc Group
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|  | * 1. Issues escalated to the Plenary by the Ad hoc Group
 |  |
| 9 | Future Meeting Plan |  |
| 9.1 Next Electronic Plenary meeting Date and time: tbd |  |
| 9.2 Preparation of SC meeting #1, 24-26 July 2012, Seattle, North America Meeting venue: ? Starting time on 24 July 2012: tbd Ending time on the 26 July 2012: tbd Invitation to be issued. | *20120724\_Meeting\_Notice\_Bellevue\_r2.docx* |
| 10 | Timeline and Milestones ***> Milestone M4 – Official Signing**** + Draft Agenda of the first SC meeting (2 weeks before M4)
	+ 2013 proposed budget (high and low) and funding model/membership fee structure and initial resources including schedule available
	+ Provision of secretariat functions agreed upon
	+ Founding agreement signed
	+ Steering Committee Members identified, call for SC chair candidates
	+ Preliminary list of members of the initiative identified
	+ ***Invitation to Verticals to join oneM2M at the official signing*** *(handed over from Milestone M3)*
	+ Invitations issued to participate

*Target date: 21 May 2012* |  |
| 11 | Any other business |  |
| 12 | Closure |  |