**Source: Convenor Jonas Sundborg**

**Title: Draft Agenda**

**Agenda item: All**

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| 1 | Opening of the meeting (Convenor) |   |
| 2 | Roll Calls & Notification (Secretary)  |  |
| 3 | Approval of Agenda (Convenor) | *M2MCons\_2012\_06\_01\_Draft\_Agenda.doc* |
| 4 | Quick Summary of Last Call (Secretary)  | *Notes of the M2M Consolidation Partners Teleconference-18 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, see agenda item 7.1* |
| ACTION 2:  Potential Partners (11 April 2012) To consider the resources to be provided by Partners Type 2 for 2013 | *Ongoing, see agenda item 7.1* |
|  **ACTION 1**:  (18 May 2012)  Secretary to produce a finalised Partnership Agreement, implementing the CRs processed by the 25 May deadline. |  *Completed* |
|  **ACTION 2**: (18 May 1012) Potential Partners to announce their commitment to sign the Partnership  Agreement by the deadline 30 June. |  |
|  **ACTION 3**: (18 May 1012) Secretary to convene a meeting of Potential Partners on **Friday 1 June**  (**12.00 GMT**) |  |
| 6 | Process and time schedule for approval by respective Potential Partner Organization | *Each Potential Partner report.* |
|  |  6.1 ARIB |  |
|  | 6.2 ATIS |  |
|  |  6.3 CCSA |  |
|  | 6.4 ETSI |  |
|  |  6.5 TIA |  |
|  |  6.6 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* |
|  |  6.7 TTC |  |
| 7 |  Report & Issues from joint ad-hoc group  | *Input from joint ad hoc* |
|  | * 1. Secretariat Functions
 |  |
| * 1. Progress on other items
 |  |
| 8 |  Compilation of Understanding | *M2MCons\_2012\_06\_01\_Compilation\_of\_Understanding\_v11\_as\_18052012 - M2M CoU AdHoc* |
| 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: Hyatt regency in Bellevue Starting time on 24 July 2012: 09.00 Ending time on the 26 July 2012: 12.00 |  |
| 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 |  |