**Source: Convenor Yong Chang**

**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) | *oneM2M Plenary Call\_29June2012\_Draft Agenda\_r2.docx* |
| 4 | Quick Summary of Last Call (Secretary) | *Notes of the M2M Consolidation Partners Teleconference-15 June 2012 (on 29th June)* |
| 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* |
| **ACTION 1 :** Potential Partners (11 April 2012)  To consider the oneM2M resourcing arrangements for 2013 | *Ongoing*  *See agenda item 7.* |
| **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.* |
| **ACTION 2:** Potential Partners (18 May 2012)  To announce their commitment to sign the Partnership Agreement by the  deadline 30 June. | *Ongoing*  *See agenda item 6.* |
| **ACTION 5:** ATIS & TIA (1 June 2012)  To send out a proposed procedure for inviting verticals to SC#01 and a   proposed list of potential verticals to the Founders for review until 8th June. | *Ongoing*  *See the below ACTION 8.* |
| **ACTION 1:**  TTA (15 June 2012)  To inform all the plenary members of TTA’s approval to join oneM2M | *Completed*  *Email)TTA GA’s approval of oneM2M activity (From Peter Kim on 18th June)* |
| **ACTION 2:**  Joint Ad-hoc Group (15 June 2012)  To separate the issue of Secretariat Functions and Meeting Hosting. | *Ongoing*  *See agenda item 7.* |
| **ACTION 3:**  Joint Ad-hoc Group (15 June 2012)  To produce a calendar and schedule of meetings for 2012/2013 as working  assumption. | *Ongoing*  *See agenda item 7.* |
| **ACTION 4:** Potential Partners (15 June 2012)  To confirm each position with respect to resources from Partner Type2. | *Ongoing*  *See agenda item 7.* |
| **ACTION 5:**  CoU Ad-hoc (15 June 2012)  To capture decisions made in respect of Trademarks and Logos in CoU. | *Ongoing*  *See agenda item 8.* |
| **ACTION 6:**  CoU Ad-hoc (15 June 2012)  To make a proposal on what point the CoU should be frozen and no longer be  maintained. | *Ongoin*  *See agenda item 8.* |
| **ACTION 7:** Joachim Koss (15 June 2012)  To circulate the proposed process for admitting new Partners into oneM2M to  Plenary email list. | *Ongoing*  *Draft Description on Membership Application Process\_120627v3.docx (From Joachim Koss on 28th June)* |
| **ACTION 8:**  ATIS/TIA (15 June 2012)  To circulate the invitation letter to the external, the list of the external  attachments and responses received. | *Ongoing*  *Re: Plenary Action Item – Vertical Invitation Information (From Victoria Mitchell on 19th June)* |
| 6 | Process and time schedule for approval by respective Potential Partner Organization | |
| 6.1 ARIB  *Internal Process is completed. Ready for final signing.* |  |
| 6.2 ATIS  *Final information by 30th June. A critical issue for ATIS will be how the budget issues are resolved* |  |
| 6.3 CCSA  *Internal Process is completed. Ready for final signing.* |  |
| 6.4 ETSI  *Internal Process has begun. Final information by 30th June.* |  |
| 6.5 TIA  *Internal Process has begun. Final information by 30th June.* |  |
| 6.6 TTA  *Internal Process is completed. Ready for final signing.* |  |
| 6.7 TTC  *Internal Process is completed. Ready for final signing.* |  |
| 7 | Report & Issues from joint ad-hoc group | *Status summary of the ad-hoc discussion.ppt* |
| * 1. Resource Arrangement for 2013 * Funding Model | *ATIS updates to 20120626\_05\_TIA Proposed Funding Model.pdf*  *Funding Model Proposal status 26 of June.docx* |
| * 1. Resource Arrangement of Partner Type2 for 2013 * Resource Arrangement of Partner Type2 * Position Statement of Each Partners on this issue |  |
| * 1. Separation of Meeting Hosting |  |
| * 1. Calendar and Schedule of 2012/2013 Meetings |  |
| 8 | Compilation of Understanding |  |
| 8.1 Review the Update of CoU | *M2MCons\_2012\_06\_29\_Compilation\_of\_Understanding\_Final\_as\_15062012-M2M CoU AdHoc.docx (From Kari Lang on 29th June)* |
| 8.2 Freezing the CoU document | *ESTI contribution to plenary conference call 29th June (From Joachim Koss on 28th June )* |
| 9 | Future Meeting Plan |  |
| 9.1 Next Electronic Plenary meeting, 13 July at 12:00 GMT |  |
| 9.2 Next F2F Seattle Meeting, 24-26 July 2012  - Media/Press Release at oneM2M SC #1   * Draft Schedule and agenda for oneM2M SC #1 | *oneM2M PR Plan\_ATIS-TIA 062912.docx*    *Re:ATIS/TIA Contribution – PR Plan for oneM2M SC#1 (email from David Foote)*    *oneM2M\_SC01\_01rx draft schedule and agenda for oneM2M SC1.doc* |
| 10 | Marketing |  |
| 10.1 oneM2M logo |  |
| 11 | 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*** *( from M3)*   + Invitations issued to participate |  |
| 12 | Any other business |  |
| 13 | Closure |  |