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| **Title\*:** | CDM Kick-off meeting report |
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| from **Source**\*: | Chairman |
| Contact: | Lorenzo Ettore Paolo Iapoce  |
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| input for **Committee**\***:** | CDM |
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| Contribution **For\*:** | Decision | **X** |  |
|  | Discussion |  |  |
|  | Information |  |  |
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| Submission date**\***: | 2019-06-03 |
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| Meeting & Allocation: | **CDM#01-Kick-off** -  |
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**Call for Intellectual Property Rights IPRs** (clause 4.1 of the ETSI IPR Policy, Annex 6 of the Rules of Procedure):

The attention of the members of this ISG is drawn to the fact that ETSI Members and non-ETSI members having signed the ISG Agreement shall use reasonable endeavours under clause 4.1 of the ETSI IPR Policy, Annex 6 of the Rules of Procedure, to inform ETSI of Essential IPRs in a timely fashion. This section covers the obligation to notify its own IPRs but also other companies’ IPRs.

The ISG members take note that they are hereby invited:

- to investigate in their company whether their company does own IPRs which are, or are likely to become Essential in respect of the work of the ISG,

- to notify to the Chairman or to the ETSI Director-General all potential IPRs that their company may own, by means of the IPR Information Statement and the Licensing Declaration forms that they can obtain from the ETSI Secretariat or [http://www.etsi.org/legal/IPR-Forms](http://www.etsi.org/WebSite/document/Legal/IPRforms.doc)

Members are encouraged to make general IPR undertakings/declarations that they will make licenses available for all their IPRs under FRAND terms and conditions related to a specific standardization area and then, as soon as feasible, provide (or refine) detailed disclosures.

**Anti-trust**

I draw your attention to the fact that ISG activities which are part of the ETSI activities are subject to antitrust and competition laws and that compliance with said laws is therefore required of any participant of this meeting including the Chairman and Vice Chairmen. In case of question I recommend that you contact your legal counsel.

The present meeting shall be conducted with strict impartiality and in the interests of the present ISG and ETSI.

**Introduction**

The 1st meeting of the ETSI Industry Specification Group on European Common information sharing environment service and Data Model took place from 09:00 to 17:30 on 29th of May 2019 in Sophia Antipolis, ETSI Headquarters in France.

ISG CDM consists of 5 Founding Members:

BMWi
CNIT
Leonardo SpA
Ministero Sviluppo Economico
Traficom

The 1st CDM meeting was convened and subsequently chaired by Lorenzo Iapoce (Leonardo SpA). The meeting report has been provided by Lorenzo Iapoce (Leonardo SpA). Marlene Forina (ETSI) is the ISG CDM Support.

1. **Welcome**
Andrea Lorelli, ETSI Technical Officer, opened the session welcoming this new ISG within ETSI. He explained the ETSI ISG functionalities (see [**CDM(19)001006**](https://docbox.etsi.org/CDM/CDM/05-CONTRIBUTIONS/2019CDM%2819%29001006_Introduction_to_ETSI_ISG_CDM.pptx)).
2. **Attendance list**
Marlene Forina, ISG CDM Support, did the roll call and the attendance list can be found below in Annex B.
3. **IPR Call**
Marlene Forina, ISG CDM Support, read the above IPR Call and Anti-Trust reminder and asked the attendees to declare any potential IPRs.
No IPR declarations were made.

David Berger raised the point of the IPR of the CISE Data and Service models which are one of the main input for the ISG CDM work. With the IPR transfer to the European Commission of the results of the FP7 project EUCISE 2020, the CISE Data and Service models should be own by the European Commission. The IPR transfer is still on going. Andrea Lorelli will check with the legal department of ETSI how the IPR own by the European Commission should be handled.

See **ISG CDM(19)AI001** andISG CDM(19)AI004

1. **Agenda**The meeting agenda (**CDM(19)001001r2)** was presented and discussed. There were no requests for changes, the agenda was approved.
2. **ISG CDM Official appointment**
There was one nomination for the Chairmanship of the CDM, Lorenzo Iapoce (Leonardo SpA). (see [**CDM(19)001004r1**](https://docbox.etsi.org/CDM/CDM/05-CONTRIBUTIONS/2019/CDM%2819%29001004r1_Lorenzo_Iapoce_-_Leonardo_SpA_-_application_to_CDM_Chairman_.docx)) and one nomination for the Vice Chairmanship of the CDM, Bernhard Wehner (see [**CDM(19)001005**](https://docbox.etsi.org/CDM/CDM/05-CONTRIBUTIONS/2019CDM%2819%29001005_Bernard_Wehner_-_BMWi_-_application_to_CDM_Vice-Chairman_s_p.docx)). They were elected unanimously.
3. **Overview of ISG CDM objectives and documents**
The following presentations were provided as an overview of ISG CDM objectives:
* Bernhard Wehner provides a brief presentation about CISE Standardization purpose and why ETSI was chosen by EUCISE2020 Consortium (see **CDM(19)001007).**
* Lorenzo Iapoce provides a brief presentation about the main objectives for the ISG work programme (see **CDM(19)001006**).

The presentation underlines the following aspects:

* Standardization goals for European Common Information Sharing Environment Service and Data Model ;
* Approach for standardization;
* Standardizing CISE Data Model and Services.
* Paolo Pagano provides a presentation of the Possible CNIT role in ISG CDM (see **CDM(19)000002**);
* David Lund provides a presentation of the PSCE Activities and common points to be made in common factor with ISG CDM (see **CDM(19)001009**).

After the presentations, the ISG focused the attention on the following deliverables, discussed and agreed:

1. Group Report describing the Use Cases;
2. Group Specification on System Requirements;
3. Group Specification on architecture (including Core&Common Services);
4. Group Specification on protocol (Service Model included);
5. Group Specification on Data Model.

For the deliverables 4 and 5, uml and an annex with an example of implementation in XML (or zip file) are going to be included.

1. **Brainstorming on the ISG Work programme**
The following schedule is discussed and agreed:
2. (T0+06) Group Report describing the Use Cases;
3. (T0+08) Group Specification on System Requirements;
4. (T0+11) Group Specification on architecture (including Core&Common Services);
5. (T0+11) Group Specification on protocol (Service Model included);
6. (T0+11) Group Specification on Data Model;
7. (T0+12) ISG CDM Approval of version 1;
8. (T0+15) Group Report updating/improving the Use Cases;
9. (T0+18) Group Specification on System Requirements update;
10. (T0+22) Group Specification on architecture (including Core&Common Services) update;
11. (T0+22) Group Specification on protocol (Service Model included) update;
12. (T0+22) Group Specification on Data Model update;
13. (T0+24) ISG CDM Approval of version 2.

During the discussions relevant to bullet 10 and bullet 11, the following approach has been agreed:

During the first year, the activities of the ISG CDM will focused on standardizing CISE Data and Service Model on the bases of the results of the EUCISE2020 Project. Prospected Use Cases (beyond the CISE output) could be included in the first Group Report though not considered in the specifications delivered in the first year.

An iterative approach will be followed so to be opened for new inputs during the second year.

1. **ISG Work programme structure**
CDM(19)001010 and CDM(19)001011 (the first 2 NWIs) were provisionally approved pending candidates for rapporteur. Once the rapporteurs for the two Work Items are found, the 2 WIs will be formally adopted at the first gotomeeting session (date/time to be defined).

See **ISG CDM(19)AI002, ISG CDM(19)AI003.**

1. **External relationships**
NA
2. **ISG CDM future meetings**

The group agreed a calendar of meetings for 2019/2020. After discussion and consideration of other group meetings, the following has been decided:

Physical meetings:

CDM#02: Wednesday 9 October 2019 - 09:30 to 17:30 CET. At ETSI HQ, Sophia Antipolis, France

CDM#03: 14/15 January 2020 At ETSI HQ, Sophia Antipolis, France (to be confirmed in meeting 2 if two days are required).

Online meetings:

A monthly online meeting could be organized, to be confirmed.

1. **AOB**It is underlined the need of including as much as possible technical team to the process of documentation production.

Lorenzo Iapoce is going again to invite Inovaworks and Satways Companies to participate to the process and to the next technical meetings.

Bernhard Wehner will join next meeting with DEU Technical team.

Emanuele Nastri will try to involve a technical resource.

Andrea Lorelli confirmed that representatives of the European Commission cannot be nominated as rapporteurs of Work Items but can contribute to the drafting and the review of the documents.

At the beginning of the meeting it was reported that UK Cost Guard, and Wings (non ETSI member) have expressed their interest in the work and have signed the MA and PA respectively. They might be part of the standardization technical team.

Finnish Transport and Communications Agency (TRAFICOM) was not present at the meeting but is a part of ISG CDM Board and will actively work on the process.

The European Maritime Safety Agency is an ETSI partner and could also be involved in the group.

**Annex A: ISG CDM#01 Action list**

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| **Action Item (AI)** | **Description** | **Status** |
| **ISG CDM(19)AI001** | Bernhard Wenher to verify with Studio Tosato rules for IPR in standardization process – deadline next meeting | Open |
| **ISG CDM(19)AI002** | Lorenzo Iapoce to propose the rapporteurs of the 5 deliveries (to be chosen in the ISG CDM) on the bases of agreements with the Founding Members – deadline 2 weeks | Open |
| **ISG CDM(19)AI003** | Lorenzo Iapoce to organize ameeting (online session) to formally create/approve relevant work items – deadline 1 month | Open |
| **ISG CDM(19)AI004** | Andrea Lorelli will check with the legal department of ETSI how the IPR own by the European Commission should be handled – deadline next meeting | Open |
| **ISG CDM(19)AI005** | Lorenzo Iapoce to contact Inovaworks and Satways | Open |
| **ISG CDM(19)AI006** | Emanuele Nastri to check whether or not MISE can contribute actively to the standardisation work  | Open |
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**Annex B: ISG CDM#01 Attendance list**

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| **Lastname** | **Firstname** | **Organization** | **Status** | **Presence type** |
| Berger | David | European Commission (JRC) | ETSI Counsellor | F2F |
| Ferrini | Silvia | CNIT | ETSI Full member | F2F |
| Forina | Marlene | ETSI | ETSI Secretariat | F2F |
| Iapoce | Lorenzo | Leonardo SpA | ETSI Full member | F2F |
| Lorelli | Andrea | ETSI | ETSI Secretariat | F2F |
| Lund | David | PSCE | ISG Participant | F2F |
| Nastri | Emanuele | Ministero Sviluppo Economico | ETSI Full member | F2F |
| Pagano | Paolo | CNIT | ETSI Full member | F2F |
| Wehner | Bernhard | BMWi | ETSI Full member | F2F |