Terms of Reference

ITU-T Focus Group on "M2M service layer"

The Focus Group is established in accordance with Recommendation ITU-T A.7.

1. Rationale and scope

Machine-to-machine (M2M) communication is considered to be a key enabler of applications and services across a broad range of vertical markets (e.g., health-care, logistics, transport, utilities, etc.). A common M2M service layer, agreed at the global level involving stakeholders from the M2M and vertical market communities, would provide a cost-efficient platform, which can be easily deployed in hardware and software, in a multi-vendor environment, and across sectors.

The Focus Group on the M2M service layer (FG M2M) will study activities currently undertaken by various standards developing organizations (SDOs) in the field of M2M service layer specifications to identify key requirements for a common M2M service layer.

FG M2M will identify a minimum set of common requirements of vertical markets, focusing initially on the health-care market and application programming interfaces (APIs) and protocols supporting e-health applications and services, and draft technical reports in these areas.

The Focus Group does not intend to duplicate other efforts and will benefit from existing work and expertise. Therefore, FG M2M aims at including vertical market stakeholders that are not among the traditional ITU-T membership, such as Continua Health Alliance and the World Health Organization (WHO) for health-care, and will collaborate with M2M communities worldwide (including research and academia), SDOs, forums and consortia.

2. Objectives

- Collect and document information from the global M2M community and from vertical market entities on current activities and technical specifications including requirements, use cases, service and business models, etc.

- Draft technical reports to support the development of APIs and protocols to enable M2M services and applications; focusing initially on services and applications for e-health.

- Facilitate and encourage the participation and contribution of vertical market stakeholders and liaise with other SDOs to avoid duplication of activity.

- Assist in the preparation and conduct of the ITU/WHO workshop on e-health (26-27 April 2012) with respect to M2M applications and services for the health-care sector.

3. Structure

The high-level structure and a working group on "e-health applications and services" will be created. It will be formed by three sub working groups on "M2M use cases and service models", "M2M service layer requirements" and "M2M APIs and protocols".

4. Relationships

FG M2M will work in close collaboration with all ITU-T Study Groups, especially SG 11, SG 13 and SG 16 (in particular with IoT-GSI) through collocated meetings (see clause 11), for instance on the coordination of respective work programmes and on the coordination of seminars and workshops according to Recommendation ITU-T A.31.

Collaboration with relevant SDOs, government/industry forums and consortia, companies, academic institutions, research institutions and subject matter experts is critical to the success of the Focus Group. FG M2M will determine other relevant entities to collaborate with, and the type of collaboration that should take place, in accordance with Recommendation ITU-T A.7.

5. Specific tasks and deliverables

- Perform a "gap analysis" for vertical market M2M service layer needs, initially focusing on applications and services for the health-care market.
- Identify a minimum common set of M2M service layer requirements and capabilities, initially focusing on e-health applications and services.
- Study whether existing APIs and protocols satisfy the above requirements and capabilities to support a common M2M service layer between M2M applications and telecom networks.
- Draft technical reports describing and addressing the gaps and identifying future standardization work for ITU-T in the field of the M2M service layer.
- Support global harmonization and consolidation by inputting final deliverables to the parent Study Group and other relevant Study Groups as appropriate.
- Develop a living list of SDOs, forums and consortia dealing with M2M service layer APIs and protocols, including information concerning their activities and documents in the context of a common M2M service layer platform.

6. Parent group

The parent group is ITU-T Study Group 11.

7. Leadership

See clause 2.3 of Recommendation ITU-T A.7

8. Participation

See clause 3 of Recommendation ITU-T A.7. A list of participants will be maintained for reference purposes and reported to the parent group.

9. Administrative support

See clause 5 of Recommendation ITU-T A.7.

10. General financing

See clauses 4 and 10.2 of Recommendation ITU-T A.7.

11. Meetings

The frequency and location of meetings will be determined by the Focus Group and the overall meetings plan will be announced as soon as possible. The Focus Group will use remote collaboration tools to the maximum extent, and collocation with existing meetings to the

maximum extent. The meetings will be announced by electronic means (e.g., e-mail and website, etc.) at least four weeks in advance.

12. Technical contributions

Contributions are to be submitted at least ten calendar days before the meeting takes place.

13. Working language

The working language shall be English.

14. Approval of deliverables

Approval of deliverables shall be taken by consensus.

15. Working guidelines

Working procedures shall follow the procedures of Rapporteur meetings. No additional working guidelines are defined.

16. Progress reports

See clause 11 of Recommendation ITU-T A.7.

17. Announcement of Focus Group formation

The formation of the Focus Group will be announced via TSB Circular to all ITU membership, via the ITU-T Newslog and other means, including communication with the other involved organizations.

18. Milestones and duration of the Focus Group

The Focus Group lifetime is one year from the first meeting.

A preliminary set of milestones includes:

- First Focus Group meeting: Geneva, Switzerland, March 2012
- Intermediate presentation of Focus Group and its activities: joint ITU/WHO workshop on e-health. Geneva, Switzerland, 26-27 April 2012
- WTSA-12 side event on e-health: Dubai, United Arab Emirates, November 2012

19. Patent policy

See clause 9 of Recommendation ITU-T A.7.

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