

**TELECOMMUNICATION
STANDARDIZATION SECTOR**

STUDY PERIOD 2013-2016

English only

Original: English

Mérignac, France, 16-19 July 2013

MEETING ANNOUNCEMENT

Source: TSB

Title: Ninth meeting of FG M2M, Mérignac / Bordeaux, France, 16-19 July 2013

1 The ninth meeting of ITU-T Focus Group on Machine-to-Machine Service Layer (FG M2M) is scheduled to take place from 16-19 July 2013 inclusive at Novotel Mérignac Hotel in Mérignac, France, at the kind invitation of eDevice.

2 The results from the last FG M2M meeting are available at <http://ifa.itu.int/t/fg/m2m/docs/>. Please note that a TIES or Guest account is required to access these documents. If you do not have a TIES account, a Guest account can be obtained at <http://www.itu.int/ITU-T/edh/faqs-guest.html>.

3 Participation in FG M2M is open to ITU-T Member States, Sector Members and Associates. It is also open to any individual from a country which is a member of ITU and who is willing to contribute to the work. This includes individuals who are also members or representatives of interested standards development organizations.

4 The items for discussion at the meeting will be made available on the Focus Group web page: <http://www.itu.int/en/ITU-T/focusgroups/m2m/>. Information related to the meeting and contributions received will be made available on the Focus Group web page.

The meeting will **open at 0930 hours on 16 July 2013 at Novotel Mérignac Hotel**. Participant check-in will begin at 0830 hours. No registration fee is required for participating in this meeting.

The discussions will be held in English only.

5 To enable TSB to make the necessary arrangements concerning the organization of the Focus Group meeting, please register via the on-line form available at <http://www.itu.int/en/ITU-T/focusgroups/m2m/> as soon as possible, but **not later than 9 July 2013**. Please note that registration of participants to the meeting is carried out exclusively *online*. To easily provide you with any updates concerning the meeting planning, please provide a valid e-mail address.

6 The documents will be made publicly available for this meeting. In preparing documents, please use the basic template for the FG documents available from the Focus Group web page.

Participants shall submit input documents in electronic format to TSB (tsbfgm2m@itu.int).

In agreement with the Focus Group management, the deadline for document submission for this meeting is **9 July 2013**.

Contact: TSB

Email: tsbfgm2m@itu.int

Attention: This is not a publication made available to the public, but **an internal ITU-T Document** intended only for use by the Member States of ITU, by ITU-T Sector Members and Associates, and their respective staff and collaborators in their ITU related work. It shall not be made available to, and used by, any other persons or entities without the prior written consent of ITU-T.

Documents will be processed by TSB and moved to the relevant read only folder <http://ifa.itu.int/t/fg/m2m/docs/1307-Bordeaux/in/>.

Meeting documents can also be quickly and easily viewed and downloaded by clicking on the respective link on the FG M2M website.

7 Wireless LAN facilities are available for use by delegates at the venue. Detailed information is available on site.

8 For practical information, please refer to the **Annex 1** of this document.

9 **Remote Participation:** You can participate remotely at the FG M2M meeting. As a remote delegate you will be able to hear discussions, see documents and presentations and interact with the remote meeting host. If you wish to participate as a remote delegate, you need to register in advance via the on-line form available at <http://www.itu.int/en/ITU-T/focusgroups/m2m/>. Remote participation instructions will be made available to registered participants.

10 We would remind you that citizens of some countries are required to obtain a visa in order to enter and spend any time in France. The visa must be requested and obtained from the office (embassy or consulate) representing France in your country or, if there is no such office in your country, from the one that is closest to the country of departure. Please be aware that visa approval might take time so kindly make your visa request as soon as possible.

In case you need an invitation letter from eDevice to support your visa application, please register for the meeting as described above, and then kindly provide, **before 30 June 2013**, the confirmation, your full name, affiliation, nationality and passport number to Ms Sophie Buganza (sbuganza@edevic.com) **and** copy tsbfgm2m@itu.int.

ANNEX 1

Practical information

Mérignac - Bordeaux

1 Location and Access

Mérignac is the largest suburb of the city of Bordeaux, France. It is the beating heart of the economic effulgence of that region. A leading economic and commercial centre of Aquitaine, it is a vital base of employment and opportunity. Known for its innovation, and thanks to its economic diversity, it brews the industries of High Technology, from aeronautics to medical research. Hosting enterprises of the Aerospace Valley, it is a world competitiveness pole in the aeronautics field. Companies from other domains are also attracted by this city such as Bioparc Health and pharmaceutical industries that are specialized in Bio-development and surgery. Accommodating more than 4500 enterprises from 25 different activity fields in 6 main areas (financial services, retail, automotive, tourism business, construction, and aeronautics), it is a significant economic windfall that brings together nearly 40'000 traders and 8'000 jobs.

For more information about Bordeaux, please see <http://en.wikivoyage.org/wiki/Bordeaux>.

1.1 Bordeaux–Mérignac Airport (IATA: BOD, ICAO: LFBG)

Mérignac is served by the Bordeaux International Airport which is located 12 km to the west of Bordeaux.

Serving more than 4 million passengers in 2012, the Bordeaux- Mérignac Airport is the sixth busiest airport in France. Flights come in from European, Middle Eastern and Canadian cities. Regular service is available from Oslo, Stockholm, Rome, Madrid, Barcelona, Dublin, Bristol, Geneva, Liverpool, London, Tunis, Montreal, Quebec, Agadir, Alger, Oran, Casablanca, Marrakesh, and many more.

1.2 Shuttles, Taxis and Car Rental

A free shuttle is available between Airport and meeting venue, Novotel Merignac / Bordeaux Airport.

Jet'Bus shuttles, departing from Terminal B, link the city centre to the Bordeaux train station every 45 minutes. The cost of a one-way ticket on a Jet'Bus shuttle is 7€.

Taxis payment is reasonable and is by meter. Always check the meter is activated keeping in mind that once it is, a 2€ amount is automatically set at the beginning of the journey. A typical tariff is approximately 1€ per km.

All the big-name car rental companies are represented at Bordeaux Airport.

2 Venue

The meeting will be held at **Novotel Merignac / Bordeaux Airport**.

80 Avenue J F Kennedy, 3700 MERIGNAC, FRANCE

Tel: +33 5 57 53 13 30 | Fax: +33 5 56 55 99 84

Web: <http://www.novotel.com/gb/hotel-0402-novotel-bordeaux-aeroport/index.shtml>



Figure 1 Map of the Novotel Merignac / Bordeaux Airport

3 Hotels

The following list indicates hotels situated nearby the meeting venue, as provided by eDevice. **Please consult your travel agent for other options.**

3.1 Novotel Mérignac / Bordeaux Airport (****) – FG M2M meeting venue

Address: 80 Avenue J F Kennedy, 3700 MERIGNAC, FRANCE. Tel: +33 5 57 53 13 30

Web: <http://www.novotel.com/gb/hotel-0402-novotel-bordeaux-aeroport/index.shtml>

The Novotel Bordeaux Aéroport hotel is located only 0.6 miles (1 km) from Bordeaux airport (free shuttle runs 7am-11pm) and under 15 mins from the city center. This 4-star hotel lies at the heart of a fully enclosed 5-acre (2-ha) wooded park with swimming pool. Ideal for a business or leisure stopover, the hotel has 137 rooms, 7 meeting rooms and an enclosed car park. The Novotel Café and bar are open every day and, when the weather is nice, you can eat outside on the large terrace.

Price: 112 € (Discounted price for eDevice guests including breakfast + additional 44€ for the pauses and the lunch).

3.2 Ibis Hotel (**) – Less than 1km away from the Airport, in proximity to meeting venue

Address: Avenue Apollo, Parc Cadera Sud, 33700 MERIGNAC, FRANCE. Tel.: + 33 5 5634 1019

Web: <http://www.ibis.com/gb/hotel-0600-ibis-bordeaux-aeroport/index.shtml>

On the outskirts of Bordeaux, the ibis Bordeaux Aéroport hotel is easily accessible from the city center 15 min away. 65 air-conditioned rooms are available for booking.