**CCSDS CMC Agenda**

**23 – 24 October 2018**

**Hosted by DLR, Berlin, Germany**

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| **CMC/CESG Joint Meeting – Tuesday, 23 October 2018** |
| 0845 | 1. Call to Order - Welcome, Opening Remarks
 | J. Afarin |
| 0850 | 1. Introduction of Delegates
	1. Opening remarks from DLR
 | RepresentativeO. Peinado |
| 0855 | 1. Agenda Review and Approval
 | J. Afarin |
| 0900 | 1. CESG and Area Reports (210/8 = 26 min each)[[1]](#footnote-2)
	1. CESG Chair Introduction
	2. SEA Area
	3. CSS Area
	4. SIS Area
	5. SLS Area
	6. MOIMS Area
	7. SOIS Area
	8. Summary Meeting Statistics
 | M. di GiulioCSEG ADs |
| 1315 | Lunch |  |
| 1400 | 1. CESG – Extra Items to Report to CMC
 | M. di Giulio |
| 1430 | 1. SANA Resolution Discussion
 | J. Afarin  |
| 1445 | 1. JAXA Report/Update
 | T. Shigeta |
| 1515 | 1. Meeting Planning
	1. Spring 2019 Tech Plenary & CMC (USA/CSA)
	2. Fall 2019 Tech Plenary & CMC (ESA-ESOC)
	3. Spring 2020 Tech Plenary & CMC (USA/JAXA)
	4. Fall 2020 Tech Plenary & CMC (CNES)
2. Schedule for Next CMC Mid-term Telecon
 | J. AfarinM. McKayT. ShigetaJ.M. SoulaJ. Afarin |
| 1545 | 1. Secretariat Report
	1. Document Status Report
	2. Action Items Status (only open items)
 | T. Gannett C. Ramos |
| 1615 | 1. Hellenic Space Agency Observer Request Discussion
 | C. Ramos |
| 1640 | 1. Head of Delegate Only Discussion
 | J. Afarin |
| 1730 | Adjourn  |  |
| 1930 | Joint CMC/CESG Dinner - *Restaurant Maximilians Berlin* |  |

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| **CMC Meeting – Wednesday, 24 October 2018** |
| 0845 | 1. Call to Order – Welcome/Opening remarks
 | J. Afarin |
| 0850 | 1. Agenda Review and Approval
 | J. Afarin |

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| ***ISO/TC 20/SC 13 Meeting – Wednesday, 24 October 2018; 0900 – 1115 hours*** |

*- See Separate Agenda for ISO/TC 20/SC 13 Meeting (page3) –*

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| 1130 | 1. CCSDS Standards for NASA’s Future Lunar Exploration Missions
 | W. Tai |
| 1300 | Lunch |  |
| 1400 | 1. IOP Topics
 | J. Afarin |
| 1500 | 1. Other Open Topics
 | All |
| 1600 | 1. CMC Review of Resolutions and Action Items
 | All |
| 1700 | Adjourn |  |



**53rd Plenary Meeting**

**ISO TC 20/SC 13 Subcommittee**

(Informal meeting)

**Hosted by DLR**

**Berlin, Germany**

**24 October 2018, Wednesday (09:00-11:15)**

**AGENDA**

**1.** (09:00) **- Opening of the meeting.**

**2.** (09:00-09:05) **- Roll call of delegates.**

**3.** (09:05-09:10) **- Appointment of the drafting committee.**

**4.** (09:10-09:15) **- Approval of the 53rd meeting Agenda (N1681).**

**5.** (09:15-09:20) **- Approval of the previous, 52nd Meeting Package (See [\*], Minutes - Ref. N1655).**

**6.** (09:20-09:50) **- Presentation of Member Report by Delegates.**

**7.** (09:50-10:00) **- Update on CCSDS-ISO TC20/SC13 Liaison activities.**

**8.** (10:00-10:10) **- Update on the status of ISO/CD 17355 (CCSDS File Delivery Protocol)**

**9.** (10:10-10:25) **- Approval to adopt recently published CCSDS Documents as ISO Standadrds under the Fast Track Process.**

**10.** (10:25-10:40) **- Planned change to the format of the Program of Work.**

**11**. (10:40-11:00) **- Review and update of the Resolutions and Action Items.**

**12.** (11:00-11:15) **- Other Business and Planning for the (formal) 54th meeting.**

**13.** (11:15) **- Adjourn.**

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**NOTE:**

*Adjustment may occur in the initial time of this meeting as part of the CMC/CCSDS adjoining meeting Agenda.*

**PRESENTATION OF WRITTEN REPORTS by P-Members in a meeting**:

*1) EXPECTED, in a FORMAL meeting; 2) OPTIONAL, in an INFORMAL meeting.*

**[\*] All available MEETING PACKAGES of the Subcommittee, can be consulted at the following URLs:**

**a) Livelink/ISO Website:**

https://isotc.iso.org/livelink/livelink?func=ll&objId=11659509&objAction=browse&viewType=1

**b) CWE/CCSDS Website:**

https://cwe.ccsds.org/cmc/docs/Forms/AllItems.aspx?RootFolder=%2Fcmc%2Fdocs%2FISO%20TC20-SC13%20Subcommittee%2F06%2EISO%20TC20-SC13%20Subcommittee%20Meeting%20Packages&View=%7BA9212960-ACE0-4540-AAC0-8CE5EA05B273%7D&

**CMC-A-2018-10-01**

Peter Shames was requested to work with the Secretariat to create a process description for transitioning the existing CCSDS website information (contacts and organization) into SANA. The process should also describe specific role and responsibilities of the appropriate stakeholders (process-owners) who will be responsible for updating and maintaining accuracy of the information.

Due Date: November 7, 2018

1. Please include summary of activities chart (SIS Style Spring 16) & Include future projects descriptions and justifications [↑](#footnote-ref-2)