

Mandate Of The ITEU

International TeMIP User group

1. Introduction

The ITEU is: -

- ?? A collection of Companies that makes use of the TeMIP product set. Currently the membership is spread over four continents.

Members fall into three main categories: -

- ?? Network Operators – these are companies that hold a license to operate a telecommunications business within a single or number of countries, such as: -
 - o A mobile telephone network
 - o A fixed telephone network
 - o A cable company delivering multimedia into businesses and private homes
 - o A carrier delivering high band interconnections for any of the above or for other large corporate businesses
- ?? System Integrators/Consultancies - these are companies that build and integrate solutions for other business's, such as: -
 - o Develop and sell software products to other companies
 - o Integrate software solutions into other companies
 - o Manage existing solutions within companies
- ?? Telecommunications equipment manufacturers – these are companies that build and sell elements enabling businesses to build telecommunication solutions.

The group is completely independent of COMPAQ and was founded during the 3rd TeMIP Forum at Cancun Mexico in June 1997.

Detailed in this mandate are: -

- ?? the goals of the group
- ?? the benefits of joining the group
- ?? the functions of group members
- ?? the rule of membership

2. ITEU Goals

The ITEU has the following goals:

- ?? To protect our memberships investment in TeMIP
- ?? Drive the future COMPAQ development/strategy of TeMIP by providing a forum where TeMIP users have an input and share their experiences with COMPAQ
- ?? Share the experience of TeMIP implementation, design and live running.
- ?? To create and deliver a TeMIP enhancement list for COMPAQ to implement into each TeMIP release
- ?? To review the members use of TeMIP, exposing shortfalls, detailing product choice and sharing this information with COMPAQ
- ?? Encourage Telecomm suppliers to integrate their products with TeMIP and form partnerships with COMPAQ
- ?? Encourage Compaq to integrate TeMIP with Third Party products and maintain the interfaces to TeMIP through upgrades
- ?? Provide information on Third Party products and how they are implemented and interface with TeMIP

?? Help Compaq to make TeMIP solutions successful.

3. Benefits of Membership

The main advantages of membership are: -

?? TeMIP strategy

- o The ITEU has a strategy sub group, subjects are often proposed during the main meetings by members and discussed with COMPAQ. Often there are separate strategy meetings with COMPAQ to establish the key work the membership requires. For example we have covered: -

- ///* Service Management

- ///* IP Management

- ///* TeMIP Upgrades

- ///* Use of Windows

?? Protection of TeMIP investment

- o All members have invested in TeMIP and the group works with COMPAQ in order to protect this investment. The group helps COMPAQ maintain their market lead by: -

- ///* Encouraging 'Telecommunications equipment manufacturers' to build and maintain TeMIP interfaces, thus the operators are able to reduce the time needed to implement the introduction of new elements

- ///* Encouraging leading NMS software solution providers to include 'off the self' integration with TeMIP, thereby avoiding costly local customization

- ///* Encouraging COMPAQ to place as much TeMIP functionality into the 'Core Product', thus ensuring that it is maintained through element or TeMIP upgrades. This reduces upgrade costs and TeMIP system downtime.

- ///* Encouraging Compaq to aim for a cost of an 80% product and 20% customisation (which includes upgrades and implementation).

?? Networking

- o Find out how other members are using their TeMIP implementations
- o Find out the TeMIP partnership products are used by other members
- o Find out the plans of the partnership product producers with regard to their TeMIP integrations
- o Find out the future needs of other members
- o Find out the plans of the 'Telecom equipment manufacturers' for their 'Sub Network Managers' and how they are interfacing these with TeMIP

?? Core TeMIP enhancements

- o COMPAQ implement our top 15 TeMIP enhancement requests in each TeMIP release (often they go well beyond 15)
- o Members present to COMPAQ their uses of TeMIP detailing areas such as: -
 - ///* Products they are integrating with
 - ///* How they achieved upgrades
 - ///* Experiences with TEMs
 - ///* Use of TeMIP toolkits

?? Future TeMIP Roadmaps

- o COMPAQ present their future roadmaps, indicating the areas being influenced by the ITEU

4. What the Group Does

The ITeU has a general meeting twice a year, usually in the spring and autumn. ITeU member companies host the meetings, which last for 2 days. There is often an optional third day, where the host company may run TeMIP product based demonstrations.

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The agenda for Day 1 normally covers: -

- ?? Discussion of future TeMIP/NMS strategic requirements
- ?? Discussion of TeMIP/Partner product requirements
- ?? 15 TeMIP core requirements needed by the membership (known as the 15 x 15)
- ?? 15 TeMIP core improvements required by the membership
- ?? Presentation of TeMIP case experiences (from the membership)
- ?? The presentation and discussion of areas where the TeMIP solution is not able to meet the business needs of the members.

The Agenda for Day 2 invites COMPAQ and normally covers: -

- ?? The sharing of the membership TeMIP strategic and product requirements
- ?? Submission of the top 30 TeMIP requirements of the membership
- ?? Submission of the top 15 TeMIP improvements of the membership
- ?? A presentation to COMPAQ of the high level TeMIP concerns held by the membership
- ?? A sharing with COMPAQ of how TeMIP is used and implemented by the membership
- ?? A presentation by COMPAQ of their responses to previous requirements, improvements and findings given by the membership
- ?? Feedback by the membership to COMPAQ

5. Rule of Membership

ITeU membership is open to any Network operator, System Integrator/Consultancy and Telecommunications equipment manufacture with a contract for using the TeMIP product(s).

The Network Operator membership rule is: -

- ?? One membership per nationally based government issued license to operate a service/network (mobile, fixed or interconnect)

The System Integrators/Consultancies rule is

- ?? One membership per company, this may be expanded at the discretion of the membership, the company would have to present their reason for additional membership at an ITeU meeting

The Telecommunications equipment manufacturers rule is

- ?? One membership per company, this may be expanded at the discretion of the membership, the company would have to present their reason for additional membership at an ITeU meeting

Membership is per company and per individual. Every member has to agree and sign the mandate, thereby protecting their own interest, as well as the interest of other members (confidentiality).

There are four types of membership (current members are listed in Annex B): -

- ?? Full member, this gives all the privileges of the other levels plus the right to submit and vote TeMIP 15 x 15 requirements, TeMIP problem resolutions and the election of ITeU officers.
 - Full membership; retained by undertaking and completing an ITeU recognised activity which then gives a period of activity exemption. Recognised activities are: -
 - ✍ Hosting an ITeU general meeting – gains a five year activity exemption
 - ✍ Holding the post of ITeU Chairperson – gains a three year exemption
 - ✍ Running and hosting an ITeU strategy workshop – gains a three year exemption
 - ✍ Holding the post of ITeU 15 x 15 requirement owner – gains a three year exemption
 - ✍ Holding the post of ITeU 15 x 15 problem resolution owner – gains a three year exemption
 - ✍ Holding the post of ITeU Strategy owner – gains a three year exemption
 - ✍ Giving a presentation to the ITeU – gains a one year exemption
 - ✍ Successfully owning a 15 x 15 requirement – gains a one year exemption
 - ✍ Successfully owning a 15 x 15 problem - gains a one year exemption

~~///~~ Being a 'Single Point of Contact' for an ITeU issue/action – gains a one year exemption

Exemption periods are concurrent.

Full membership will reduce to that of affiliated member should the company fail to attend any ITeU meeting during a calendar year.

?? Affiliated Member; this gives all the privileges of 'Non Active' and 'Lapsed' plus the right to attend any ITeU meeting

o Affiliated membership is retained by:-

~~///~~ Attendance at an ITeU meeting during a calendar year

~~///~~ An existing exemption period gained whilst the company was a full member

Affiliated membership reduces to 'Non Active' when the company fails to maintain its qualification criteria.

To re-qualify for full membership, an affiliated member must undertake one of the agreed qualifying activities, with the agreement of the ITeU Chairperson.

?? Non Active Member; this gives you all the privileges of a 'Lapsed' member plus access to the ITeU web site and invitations to the ITeU meetings.

o Non-Active Membership; retained by: -

~~///~~ Proven use of the ITeU web site during a calendar year.

Non-Active membership reduces to 'lapsed' when a company fails to maintain its qualification.

'Non-Active' members can gain one of the higher levels of membership by undertaking an ITeU task allocated by the Chairperson.

?? Lapsed member; will still receive general circulars issued by the ITeU administrator. Lapsed membership will cease at the discretion of the Chairperson.

There is no limit on the number of representatives per membership attending ITeU meetings or obtaining a logon for the ITeU web site, but this should be kept to a reasonable level.

New members are to contact either the ITeU chairperson or administrator to apply for membership. Membership is accepted once the company has: -

?? Signed and returned the mandate

?? Presented their companies use and experience of TeMIP at the next general ITeU meeting (15 minute presentation)

?? Gained approval from the full members (50% by vote if necessary) at the ITeU general meeting at which they gave their presentation

?? Should a new member fail to attend the first ITeU meeting following their application, they will be categorized as a lapsed member.

Any member is free to resign from the ITeU at any time without obligation.

COMPAQ or any full member may appeal to the Chairperson about the qualification of any ITeU member. The Chairperson will present the appeal at the next general meeting.

6. Officers and their Functions

Appointed/Elected Positions: -

Chairperson: -

?? Elected by the full members for a 2 year term.

?? Chairs All ITeU meetings (including strategy)

?? Represents ITeU at external meetings, such as the TeMIP forum

?? Adjudicates on levels of ITeU company membership decisions

?? Maintains long term meeting agendas

ITeU administrator: -

- ?? Appointed by the chairperson
- ?? Issues all correspondence to the membership
- ?? Maintains the ITeU web site
- ?? Maintains access to ITeU web site
- ?? Maintains the ITeU membership levels and records completed actions and keeps the attendance record.
- ?? Publishes membership status, Annex B to this mandate
- ?? Signs up new members
- ?? Issues invitations to ITeU members
- ?? Chase 'Single points of contact' to clear their actions
- ?? Issue all agendas before the meetings
- ?? Issue minutes and action points after the meetings

ITeU Host: -

- ?? Elected by the full members
- ?? Sets up the ITeU meeting venue
- ?? Arranges acceptable hotel accommodation for members and COMPAQ attendees
- ?? Invites COMPAQ attendance at day 2 via the ITeU administrator
- ?? Via the 'ITeU administrator' issues the invitations together with the accommodation lists
- ?? Controls the short term agenda and chases outstanding issues from previous meetings
- ?? Allocates a person skilled in TeMIP to take minutes
- ?? Corresponds with the Chairperson with regard to meeting logistics
- ?? Arranges evening entertainments for the end of day 1
- ?? Asks local companies to sponsor events (if appropriate)
- ?? Arranges a meeting on the day before the event in order to review the agenda and any action points from previous meetings with the Chairperson and ITeU administrator
- ?? Provides copies of all relevant material for each meeting attendee
- ?? Arranges optional third day (should the host wish) to run a series of presentations or workshops based around their uses of TeMIP
- ?? Arranges a post meeting review (on 3rd day) with Chairperson, ITeU administrator and minute taker

Strategy owner: -

- ?? Elected by the full members for a two year term
- ?? Collates strategy subjects and information for use during the meeting
- ?? Investigates and presents strategic topics for use during the meeting or at separate work shops
- ?? Reports any strategic issues of which the membership believe COMPAQ should be aware

15 x 15 requirement owner: -

- ?? Elected by the full members for a two year term
- ?? Requests new requirements, from all the 'Full ITeU members' three months before the Autumn meeting.
- ?? Collates the five new requirements, from each 'Full member' of the ITeU, two months before the Autumn meeting
- ?? Issues the collated requirement list one month before the Autumn meeting
- ?? Resolves any 'Full member' requirement queries with the one submitting the requirement
- ?? Reports on the progress of the requirements at each meeting
- ?? Liaises with COMPAQ about the progress of the requirement
- ?? Runs the 15 x 15 'full member' voting at the autumn meeting
- ?? Formally submits the top 15 ITeU requirements to COMPAQ within 2 weeks of the Autumn meeting

- ?? Chases COMPAQ for a full response to all requirements, in order to be presented these at the Spring meeting

15 x 15 problem resolution owner: -

- ?? Elected by the full members for a two year term
- ?? Requests new problems from all the 'Full ITeU members' three months before the Spring meeting.
- ?? Collates the five new problems from each 'Full member' of the ITeU two months before the Spring meeting
- ?? Issues the collated problem list one month before the Spring meeting
- ?? Resolves any 'Full member' problem queries with the one submitting the problem
- ?? Reports on the progress of the problems at each meeting
- ?? Liaises with COMPAQ on the progress of the problem
- ?? Runs the 15 x 15 'full member' voting at the Spring meeting
- ?? Formally submits the top 15 ITeU problems to COMPAQ within two weeks of the Spring meeting
- ?? Chases COMPAQ for a full responses to all problems, so that these can be presented at the Autumn meeting

The list of ITeU current officers is in Annex A.

Exemption positions: -

SPOC 'Single point of contact': -

- ?? Takes ownership and controls an ITeU issue/action
- ?? Becomes the point of contact for all full members and COMPAQ with regard to issue/action
- ?? Reports progress of issue/action at each meeting until closure is agreed by the membership at the ITeU meeting

15 x 15 requirement/problem owner: -

- ?? A person from the full member company that submitted the requirement/problem
- ?? Liaises with COMPAQ with concerning the requirement/problem
- ?? Agrees with COMPAQ as to when the requirement/problem should be deemed closed
- ?? Produces a written progress report for each requirement/problem owned, one month before each ITeU general meeting

7. Frequency of ITeU meetings

The ITeU will hold a general meeting twice a year (Spring and Autumn); ITeU companies will share the hosting of each meeting.

Additional strategy meetings may be held. Any full member may propose and organise such a meeting. However, they must obtain approval from the ITeU chairperson and make the meeting open to all Full and Affiliated ITeU members.

8. Compaq

COMPAQ are invited to attend day 2 of each general ITeU meeting, they will also be invited to attend Strategy meetings/Workshops when appropriate.

COMPAQ are committed to the ITeU and have guaranteed support of all strategy, requirement and problem lead initiatives from the group.

9. Finance

Membership of the ITeU is free of charge. No member will ever be held responsible for the cost resulting from the initiatives of any other member. All costs, such as travel, hotel, and meals, as well as the cost resulting from hosting an ITeU meeting will be borne by the initiative taker.

10. Confidentiality

All ITeU members are to treat the information presented by or handed out by other ITeU members as strictly confidential, to be used for the sole purpose of understanding the TeMIP product, its possibilities and its use. All documents should be marked as strictly confidential.

Any member handing out information to other members, have to ensure that it does not violate any confidentiality obligations.

The ITeU cannot be held liable for any possible misuse of information used, or presented, during ITeU meetings, but will do its utmost to protect the interest of their members.

11. Liability

Each member should endeavor to give correct information and positive advice to other members. Members will not have any liability for the accuracy of the information supplied.

12. Mandate changes

Full members wishing to suggest changes to the mandate must ensure that they obtain an agenda slot during an ITeU general meeting. Contacting either the Chairperson or the ITeU administrator can do this, the full member will then be asked to present the change at an ITeU general meeting, where it will be put to the vote of the full member ITeU attendees at the meeting.

The Chairperson will be responsible for updating the mandate with the agreed changes.

Change History

Issue	Date	Author (updated by)	Remarks
1.0A	4th August, 1997	Derek R Johnston	Initial Draft
1.0B	6th October, 1997	Andreas.Rollnik	ICU and ITU to ITeU conversion (document wide)
2.0	22nd October, 1997	Andreas Rollnik	Incorporate changes proposed during the meeting
2.1	8 th August 2000	Rod Grosvenor	Text updated to refer to 'Compaq' vs. 'Digital'
2.2	1st September 2001	Rod Grosvenor	Signature section on p. 4 amended to improve clarity.
3.0A	13 th February, 2002	Derek R Johnston	Updated based on Autumn 2001 Membership vote. Main change was to introduce new membership categories

Membership application

I / we apply for membership of the ITeU in accordance with the terms of the mandate as set out above on behalf of.....*

Signed on behalf of organisation applying for membership Received by ITeUG Secretary

Position:

Date.

Date:

* insert organisation name.

Annex A – Appointed ITeU officers

Chairperson – Derek R Johnston, Vodafone UK, derek.johnston@vodafone.co.uk appointed Autumn 2001

ITeU administrator – Marchet, Karine, COMPAQ, Karine.Marchet@Compaq.com
Beatrice Houal, COMPAQ, Beatrice.Houal@compaq.com

ITeU Host – post changes with each meeting.

Strategy owner - Derek R Johnston, Vodafone UK, derek.johnston@vodafone.co.uk appointed Autumn 2000

15 x 15 requirement owner - Charles Praud, Acanthis, charles.praud@acanthis.fr appointed Autumn 2000

15 x 15 problem resolution owner Charles Praud, Acanthis, charles.praud@acanthis.fr appointed Autumn 2001

Full Name	Organization	Qualification
Bruno Padovini	A.S.C. srl Italy	LAPSED
Nazareno Claudiani	A.S.C. srl Italy	LAPSED
Charles Praud	Acanthis	FULL
Daniel Bozzi	Acanthis	FULL
Suzan Mendes	Acanthis	FULL
Calvo Aurora	Airtel Movil S.A.	NO-ACTIVE
Rosel Perales	Airtel Movil S.A.	NO-ACTIVE
Salvador Perez	Airtel Movil S.A.	NO-ACTIVE
Annette Saliken	Altus Solutions Inc	FULL
Daryl Morse	Altus Solutions Inc	FULL
Drew Cuff	Altus Solutions Inc	FULL
David Snell	Altus Solutions Inc	NEW
Paulin Laberge	Altus Solutions, Inc.	FULL
Agnès Vugier	Bouygues Telecom	NEW
Antoine Dauchy	Bouygues Telecom	NEW
Arnaud Pelletier	Bouygues Telecom	NO-ACTIVE
Laurence Durivault	Bouygues Telecom	NO-ACTIVE
Richard Mishra	British Telecommunications	LAPSED
Clive Boyne	Cable & Wireless Jamaica	NEW
Remigio Torres	Cable & Wireless Panama	NEW
Kalina Ruiz	Cable & Wireless Panama	NEW
Rod Grosvenor	Cable & Wireless UK	NO-ACTIVE
Philip Playford	Cable & Wireless UK	NO-ACTIVE
Hutgh Tallini	Cable and Wireless GN	NO-ACTIVE
Akihisa Egawa	Cable and Wireless IDC Japan	NO-ACTIVE
Greg H. Patton	Cable&Wireles USA	NO-ACTIVE
Pascal Vignon	Cap Gemini, Ernst & Young (France)	NO-ACTIVE
Stephan Libourel	Cap Gemini, Ernst & Young (France)	NO-ACTIVE
Doug Harrison	Dante	NO-ACTIVE
Loai Garelnabi	Emirates telecommunications Corporation - ETISALAT	NO-ACTIVE
Mahra Fares	Emirates telecommunications Corporation - ETISALAT	NO-ACTIVE
Mohammed Al Suweidi	Emirates telecommunications Corporation - ETISALAT	NO-ACTIVE
Samir Shehata	Emirates telecommunications Corporation - ETISALAT	NO-ACTIVE
Anthony Boobier	Energis	LAPSED
Gregor Steverding	E-Plus	NO-ACTIVE
Patrick Racette	Ericsson ca	NEW
Magnus Ragneberg	Ericsson Erisoft AB	FULL
Karin Kullander	Ericsson Microwave Systems AB	FULL
Klas Ek	Ericsson Microwave Systems AB	FULL
Lars Johansson	Ericsson Microwave Systems AB	FULL
Hakan Kappelin	Ericsson Microwave Systems AB	NEW
Jeffrey Kuhn	General Dynamics Electronic Systems	NO-ACTIVE
Joseph Sating	General Dynamics Electronic Systems	NO-ACTIVE
Tonny Madsen	GN Nettest	LAPSED
Alberto Sibani	H3G Italy	NEW
Alessandro Gaudenzi	H3G Italy	NEW
Marco Manfredini	H3G Italy	NEW
Riccardo Rastelli	H3G Italy	NEW
Gennaro Auriemma	H3G Italy	NEW

Meng Xin	Liaoning Mobile China	NEW
Miroslav Kotevski	Macedonian Telecom	NEW
Brian Down	Marconi Communications	AFFILIATED
Barbara O'Connor Nash	Marconi Communications	AFFILIATED
Ian Clark	Marconi Communications	AFFILIATED
Shary Van	Marconi Communications	NEW
Zsuzanna Kozabel	Matáv	NEW
Robert Horvath	Matáv	NEW
Mathieu Duforeau	Mobistar	AFFILIATED
Hugues Dorchy	Mobistar	AFFILIATED
Jean-Christophe Bayet	Mobistar	AFFILIATED
George Lu	Motorola China	AFFILIATED
Legion Liu	Motorola China	AFFILIATED
Lin Jun	Motorola China	AFFILIATED
William Zheng	Motorola China	AFFILIATED
Alek Voronov	Motorola Israel Ltd.	AFFILIATED
Barry Graham	Motorola OSS D	AFFILIATED
John Milligan	Motorola OSS D	AFFILIATED
John Sheehy	Motorola OSS D	AFFILIATED
Liam McCarthy	Motorola OSS D	AFFILIATED
Patrick Connors	Motorola OSS D	AFFILIATED
Bert Fulkerson	Motorola, Inc	NEW
Daniel Jaquint	Motorola, Inc	NEW
Padraig Martin	Motorola, Inc	NEW
David Deasy	Motorola, Inc	NEW
Mary Murphy	Motorola, Inc	NEW
Henrik Sierslev	Netman	AFFILIATED
Poul Boeje Pedersen	Netman	NEW
Soren Chrismansen	Netman	NEW
Marco Gouveia	Optimus	AFFILIATED
Paul Soehnchen	PSI AG	NEW
Alexander Schreiber	PSI AG	NEW
Georg Becker	PSI AG	NEW
Shi Liangrui	Shanghai Bell(China)	LAPSED
Martin Herrmann	Siemens A.G.	FULL
Ingrid Wariwoda-Haas	Siemens A.G.	FULL
Markus Gruber	Siemens A.G.	FULL
Wolfgang Janoschek	Siemens A.G.	FULL
Shaporov Vladimir	Siemens Moscov	NEW
Peter Godfrey	Systems Mechanics Ltd	AFFILIATED
Rob Green	Systems Mechanics Ltd	AFFILIATED
Chris Mathews	Systems Mechanics Ltd	AFFILIATED
Rene Tonon	Systems Mechanics Ltd	NEW
Oluf Brix Hiltmar	TDC Services A/S (ex. Tele Danmark)	AFFILIATED
Soren Werner	TDC Services A/S (ex. Tele Danmark)	AFFILIATED
Soren Werner	Telecel Vodafone	AFFILIATED
Carlos Mota	Telecel Vodafone	AFFILIATED
Pedro Aleixo	Telecel Vodafone	AFFILIATED
Simon Holmgaard	Tellabs	FULL
Gert Hollerup	Tellabs	FULL
Jan Moeller Hansen	Tellabs Denmark	FULL

Georg Lund Pedersen	Tellabs R&D Denmark	FULL
Fred Schmiedeskamp	Transtel	NO-ACTIVE
David A. F. Miles	Transtel S. Africa	NO-ACTIVE
Per Baacke	T-Systems	NEW
Ediz Saracoglu	Turkcell	AFFILIATED
Gulgun Kocamaz	Turkcell	AFFILIATED
Melike Beykoz	Turkcell	AFFILIATED
Safak Yorucu	Turkcell	AFFILIATED
Bryan Mohan	Vodafone	FULL
Derek Johnston	Vodafone	FULL
David Roberts	Vodafone	FULL
Henri Kaye	Vodafone	NEW
Joerg Bennemann	Vodafone D2	FULL
Ralf Forbrig	Vodafone D2	FULL
Damien Quinn	Vodafone Ireland	AFFILIATED
Kieran Murphy	Vodafone Ireland	AFFILIATED
Léon Roijackers	Vodafone Libertel	FULL
Paul Hendriks	Vodafone Libertel	NEW
Vellimalai Karuppanan	Yes' Optus Ltd	AFFILIATED