

International Committee for Information Technology Standards

INCITS Secretariat, Information Technology Industry Council (ITI)

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Date: September 3, 2004

Logistics Package, Meeting Announcement and Schedule of INCITS M1 and M1 Task Groups/Ad-Hoc Group Meetings

October 4 – October 8, 2004

Meeting Location:

Bethesda Marriott

5151 Pooks Hill Road

Bethesda, MD 20814

301-897-9400

<http://marriott.com/property/propertyPage/WASBT>

Hosting Organizations:

National Institute of Standards
and Technology (NIST)

<http://www.nist.gov>

Contact:

Fernando Podio

Fernando.Podio@nist.gov

301-975-2947

DoD Biometrics Management Office (BMO)

<http://www.biometrics.dod.mil>

Contact:

Ramy Guirguis

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703-377-1429

Meeting Rooms

Two meeting rooms and an additional room for breakout/ad-hoc meetings are available.

Accommodations

The meetings will take place at the Bethesda Marriott, Bethesda, MD. The hosts have arranged for a block of rooms to be made available at a discounted rate. The rooms are booked under the group name "INCITS M1" and will be charged \$150.00 per night single or double (regularly \$229). The hosts encourage all guests to book at the Bethesda Marriott when possible.

Meeting Schedule

October 4 – October 8, 2004

	Monday October 4	Tuesday October 5	Wednesday October 6	Thursday October 7	Friday October 8
Room 1 AM	M1.2 Interfaces	M1.5 Testing	AHGEMS ⁽²⁾	M1.1 Vocabulary	M1
Room 1 PM	M1.2 Interfaces	M1.5 Testing	AHGEMS ⁽²⁾	M1	Delegates Meetings*
Room 2 AM	M1.3 Ad-Hoc Group AHGGCTM ⁽¹⁾	M1.3 Data Formats	M1.4 Profiles	M1.6 Cross Jurisdictional	
Room 2 PM	M1.3 Ad-Hoc Group AHGGCTM ⁽¹⁾	M1.3 Data Formats	M1.4 Profiles		

Meeting of the Ad-Hoc Group on Issues on CA

7:00 PM – 9:00 PM Monday October 4

Breakout room

(1) M1.3 Ad Hoc Group on Generalized Conformance Testing Methodologies

(2) Ad-Hoc Group on Evaluating Multi-Biometric Systems

(*) Delegates' Meeting

US delegates to SC 37 WG meetings – November 2004 in Paris, France

The M1 Delegates' Meeting will start immediately after M1 adjourns. If M1 adjourns Friday at NOON, the M1 Delegates Meeting will start at 1:00PM and end no later than 5:00 PM.

M1 Rules for SC37 and SC37/WG Participation have been posted in the M1 web site (http://www.incits.org/tc_home/m1.htm) as Standing Document 3 (SD3).

M1 members and delegates: Please make your travel plans accordingly.

Hotel Check-In/Checkout

The Marriott's check-in time is 4:00 p.m. The Marriott's checkout time is 12:00 p.m.

The "cut-off date" is **September 22, 2004**. Reservation requests received after the cut-off date will be based on the Marriott's space and rate availability. All reservations must be made individually through the hotel's reservation department by calling 1-800-228-9290.

When making reservations, please reference this event's name as "INCITS M1" to receive preferred pricing.

Parking

Parking at the hotel is free.

Directions from Area Airports

Washington, DC/National/ Reagan Airport - DCA (15 MI SE) Take George Washington Parkway to I-495N to Exit 34 South. Turn right at traffic light onto Pooks Hill Rd. Hotel is on the right.

Washington, DC/Dulles - IAD (25 MI SW) Take Dulles Access Rd. to I-495N to Exit 34 South. Turn right at first traffic light onto Pooks Hill Rd. Hotel is on the right.

Baltimore-Washington Intl - BWI (35 MI NE) Take I-195 to 95S to I-495 W to Exit 34 South. Turn left at first traffic light (south toward Wisconsin Ave, Rte 355 south). Turn right at next traffic light onto Pooks Hill Rd. Hotel is on the right