INTERNATIONAL TELECOMMUNICATION UNION

**COLLABORATION ON ITS
COMMUNICATION STANDARDS**

**TELECOMMUNICATION
STANDARDIZATION SECTOR**

STUDY PERIOD 2013-2016

English only

Original: English

Geneva, Switzerland, 26 and 28 June 2013

MEETING ANNOUNCEMENT

Source:	ITU/TSB
Title:	Meeting of the Collaboration on ITS Communication Standards

1   The eighth meeting of the Collaboration on ITS Communication Standards will take place on **26 and 28 June 2013** at ITU headquarters in Geneva, Switzerland.

2   The intent of the Collaboration is to provide a globally recognized forum for the creation of an internationally accepted, globally harmonized set of Intelligent Transportation Systems (ITS) communication standards of the highest quality in the most expeditious manner possible to enable the rapid deployment of fully interoperable ITS communication-related products and services in the global marketplace.

3   The results of previous Collaboration meetings are available at http://itu.int/en/ITU-T/extcoop/cits/Pages/meeting-documents.aspx.

4   Participation is open to: (1) Representatives of ITU Member States, Sector Members, Associates and Academia, and any individual from a country which is a member of ITU who wishes to contribute to the work; and (2) Any individual from a national, regional or international SDO who wishes to contribute to the work.

5   The work items of the Collaboration are reproduced on the Collaboration webpage: http://itu.int/en/ITU-T/extcoop/cits/. A draft agenda prepared by the Collaboration management and any contributions received will be made available on the webpage. Participants shall submit input documents in electronic format to ITU/TSB (tsbcits@itu.int).

6   The meeting will open at **0900 hours on 26 June 2013**. Participant registration will begin at 0830 hours.

No registration fee is required for participating in this meeting, but no fellowships will be granted. The discussions will be held in English only. Wireless LAN facilities are available for use by delegates at the venue.

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7   The meeting coincides with related events taking place in Geneva the same week:

- Rapporteur meeting on vehicle gateway platform for telecommunication/ITS services/applications (Q27/16): 24-25 June 2013, ITU headquarters;
- 160th session of the UNECE World Forum for the Harmonization of Vehicle Regulations (WP.29): 25-28 June 2013, UN Palais des Nations (opening session and agenda item on ITS are tentatively scheduled for the morning of 25 June 2013);
- Joint ITU/UNECE workshop on ITS in emerging markets: 27 June 2013, ITU headquarters, see http://itu.int/en/ITU-T/Workshops-and-Seminars/its-em/201306.

The World Forum for the Harmonization of Vehicle Regulations and the ITU/UNECE workshop will be open to any registered participant.

8   ITU headquarters are located at Place des Nations in the heart of the Geneva's United Nations district (see http://itu.int/SG-CP/info/togeneva.html#transport). Delegates attending ITU conferences and meetings may benefit from special terms in a number of hotels in Geneva. A list of hotels and a hotel confirmation form are available at http://itu.int/travel/.

9   To enable ITU/TSB and the host to make the necessary arrangements concerning the organization of the meeting, please register via the online form at: http://itu.int/en/ITU-T/extcoop/cits/, as soon as possible, but **not later than 12 June 2013**. **Please note that pre-registration of participants to the meeting is carried out exclusively** *online.* To easily provide you with any updates concerning the meeting planning, please fill in your valid e-mail address on your registration form.

10   **Remote Participation** is available for this 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 at http://itu.int/en/ITU-T/extcoop/cits/. Remote participation instructions will be made available to registered participants.

11   We would like to remind you that citizens of some countries are required to obtain a visa in order to enter and spend any time in Switzerland. **The visa must be requested at least four (4) weeks before the date of beginning of the meeting** and obtained from the office (embassy or consulate) representing Switzerland in your country or, if there is no such office in your country, from the one that is closest to the country of departure.

        If problems are encountered by **ITU Member States, Sector Members, Associates or Academic Institutions**, and at the official request made by them to TSB, the Union can approach the competent Swiss authorities in order to facilitate delivery of the visa but only within the period mentioned of four weeks. Any such request should be made by official letter from the administration or entity you represent. This letter must specify the name and functions, date of birth, passport number, dates of issue and expiry of passport of the individual(s) for whom the visa(s) is/are requested and be accompanied by a copy of the confirmation notification of registration approved for the ITU-T meeting in question, and must be sent to TSB by fax (+41 22 730 5853) or e-mail (tsbreg@itu.int), bearing the words **"visa request"**. **Please also note that ITU can assist only representatives of ITU Member States, ITU Sector Members, ITU Associates and ITU Academia.**