



The Secretary-General

Connect-AMS_DM12/1014

Geneva, 4 April 2012

TO:

- Ministers and/or Director-Generals of Administrations of Member States from the Americas region
- Heads of regulatory agencies other than Administrations
- Chief Executive officers of Sector members from all regions
- Heads of regional and international organizations (including financial and development agencies)
- Invited guests.

Subject: **Connect Americas Summit, Panama City, Panama, 17-19 July 2012**

Sir/Madam,

I have the pleasure to invite you to join us at the *Connect Americas* Summit to be held on 17-19 July 2012 in Panama City at the kind invitation of the President of the Republic of Panama.

The *Connect Americas* Summit is organized by the International Telecommunication Union in close collaboration with the Inter-American Telecommunication Commission (CITEL), the Comisión Técnica Regional de Telecomunicaciones (COMTELCA) and the Caribbean Telecommunication Union (CTU).

The Summit will mark the culmination of a series of high-level events organized in the region including the RIO +20 Summit and the Summit of the Organization of American States (OAS). It will also capitalize on the outcomes of both events in harnessing the power of ICT and in mobilizing the human, financial and technical resources to further the attainment of the internationally agreed World Summit on the Information Society (WSIS) vision and goals and Millennium Development Goals (MDGs).

Connect Americas is designed to bring together the leaders of the Americas Region along with all the relevant stakeholders from the public and private sectors as well as international and regional financing and development agencies to network face-to-face and forge new partnerships, to commit towards a shared vision and strategy for the region in the coming years with the aim of collaboratively creating inclusive information societies and advancing prosperity. This partnership will also contribute to the implementation of projects that will enhance the deployment of ICT networks, applications and services within the region.

The draft programme outline of the Summit can be found in **annex** together with practical information on registration, hotel reservations and visa requirements.

I very much hope your organization will be able to attend the Summit in Panama at the highest level of participation to join the Leaders and heads of relevant stakeholders in setting the scene for the prosperity of the Americas Region through the use of ICTs.

Yours faithfully,

[Original signed]

Dr Hamadoun I. Touré

Annexes: 3

Annex 1
CONNECT AMERICAS SUMMIT
DRAFT PROGRAMME

17 JULY 2012

- | | |
|--------------------|--|
| 10:00-13:00 | Multi-stakeholder Meeting to review the projects and partnership announcements |
| 11:00-13:00 | Drafting Group meeting to review the draft Summit Communiqué |
| 15:00-17:00 | Connect Americas Ministerial Meeting to review and finalize the draft Summit Communiqué |

18 JULY 2012

- | | |
|--------------------|-------------------------|
| 10:00-11:00 | Opening Ceremony |
| 11:15-12:30 | Opening debate |
| 12:30-13:30 | Press Conference |
| 14:30-16:00 | Roundtable 1 |
| 16:30-18:00 | Roundtable 2 |

19 JULY 2012

- | | |
|--------------------|--------------------------|
| 10:00-11:30 | Roundtable 3 |
| 12:00-13:00 | Roundtable 4 |
| 15:00-16:30 | Policy Statements |
| 16:30-17:00 | Summit Closing |

Annex 2

The Summit

The Summit will bring together countries of the Americas region represented by Heads of State and Government, Ministers, Heads of Regulatory Authorities, as well as CEOs and senior officials from industry, regional and international organizations including financial institutions. The Summit will also attract representatives from the press, as well as leading ICT analysts and observers.

The Summit includes several phases and meetings at the Head of State, and Government, Ministerial, and Expert levels. Simultaneous interpretation will be provided in English and Spanish.

Multi-Stakeholder Meeting

The purpose of the Multi-Stakeholder Meeting is to review the projects and the partnership agreements reached in light of the identified priorities and themes, leading to their announcement during the Summit. The Meeting will be open to all stakeholders (both from within and outside the Region).

Drafting Group

A drafting group will review the draft Summit Communiqué that will be endorsed by the Ministers of governments of the Americas region.

Ministerial Meeting

The purpose of the Meeting of delegations of the Americas Region is to review and endorse the Summit Communiqué before its presentation during the Closing Ceremony.

Since the Communiqué is to be issued in the name of the Heads of State and Governments of the Americas Region, this meeting will only be open to government delegations and ITU officials.

Roundtables

The roundtables provide a platform to engage government and industry leaders and other stakeholders on major issues of the Summit and to explore a common way forward. This includes securing stakeholder commitments for shared actions as well as the support of Heads of State and Governments. The programme of the roundtable will be based on the Background Papers prepared by the ITU/CITEL/COMTELCA/CTU working groups during the Summit preparatory process. The roundtables also provide visibility for projects highlighted by the Summit and stakeholders involved in their success.

Partnership Announcements and Networking

The Summit in Panama will provide an excellent opportunity to announce multi-stakeholder partnerships.

It will also provide an opportunity for intense networking for all those invited to attend.

Specific attention will be given to VVIP Bilateral Meetings, i.e. meetings between Heads of State and Governments, as well as VIP Bilateral Meetings (meetings at Minister and C-level). In the same spirit, the Summit format will provide an opportunity for other participants to gather and network.

To this end, meeting rooms for bilateral meetings will be available to participants. The partnership announcements will also provide a mechanism to facilitate the access of stakeholders to the Press covering the event on site.

Annex 3

Organizational arrangements

Registration

Pre-registration started on 21 March 2012 and will be **carried out exclusively online through focal points** designated by each administration and entity entitled to participate in the Summit.

The list of focal points can be accessed using a TIES log-in at this [address](#) and Designated Focal points can find the registration form [here](#). If your entity does not have a focal point or a TIES log-in, please contact bdtmeetingsregistration@itu.int.

To modify the contact details of a focal point, or to change a focal point, an official fax from an authorized official should be sent to the BDT Registration Service at +41 22 730 5545 or +41 22 730 5484, providing the updated details of the new focal point: last name, first name and e-mail address.

Hotel reservations, airport transfers and transportation

A number of official hotels have been selected for the Summit. Airport transfers and bus shuttles during the event will only serve official hotels. For more information on hotel reservation, please see <http://www.itu.int/ITU-D/connect/americas/HotelReservation.asp>

Visas

Citizens of a number of countries are not required to get a visa to enter Panama. Those requiring an entry visa fall into two categories: those requiring a stamped visa and those requiring an “authorized” visa. The stamped visas take 3 to 5 days for their processing. The authorized visas take a minimum of 10 days.

In addition, regardless of nationality, participants are exempted if:

1. they have a valid visa issued by Australia, Canada, the United Kingdom, the United States or any Member State of the European Union, provided the visa has been used at least once to enter that the territory of the country issuing the visa;
- OR
2. they are legal residents of Australia, Canada, the United Kingdom, the United States or any Member State of the European Union

Holders of diplomatic, consular, official or special passport from Cuba, the Dominican Republic, Haiti, the Philippines, the Russian Federation, Ukraine and Vietnam are also exempt.

The list of countries not requiring visas and the list of countries requiring either a stamped or authorized visa as well as details on how to apply for visas is found on the website at <http://www.itu.int/ITU-D/connect/americas/Visas.asp>

Interpretation

Simultaneous interpretation will be provided in English and Spanish.

For further details on the event visit our **website** at

www.itu.int/ITU-D/connect/americas/