

INTERNATIONAL TELECOMMUNICATION UNION



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Subject **ITU Regional Seminar on Costs and Tariffs and Meeting of the Study Group 3
Regional Group for Asia and Oceania (SG3RG-AO) (former TAS Group)
Hanoi, Viet Nam, 4-6 March 2009**

Dear Sir/Madam,

We are pleased to invite you to participate in the ITU Regional Seminar on Costs and Tariffs, organized by the Telecommunication Development Bureau (BDT) in coordination with the Telecommunication Standardization Bureau (TSB) of the International Telecommunication Union (ITU) in collaboration with the Ministry of Information and Communications of Viet Nam. The seminar will take place at ***Hanoi Horison Hotel, from 4 to 5 March 2009.***

A Regional Meeting of the Study Group 3 Regional Group for Asia and Oceania (SG3RG-AO) (former TAS Group) will follow the seminar at the beginning of the afternoon on 5 March 2009 at 14h00. The seminar and the SG3RG-AO meeting will be conducted in English.

Participants are requested to submit in advance an update of their telecommunication sector scenario including insights into regulatory and pricing policy aspects with special focus on the cost modeling strategies applied in their countries. This should be sent by e-mail at carmen.prado@itu.int or by fax at +41 22 730 6210 **by 20 February 2009.**

In order to build on work in progress and optimize transfer of knowledge, we strongly recommend that, where possible, Administrations designate their Regional Group for Asia and Oceania (SG3RG-AO) (former TAS Group) representative to attend this seminar or register an official who has the expertise and responsibility for matters of costs and tariffs. Discussion sessions will be conducted to promote dialogue and exchange of experiences among participants. Please find enclosed the Provisional Agenda in Annex A.

Information regarding these events as well as logistical information (hotel accommodation, currency, weather, contact person in Viet Nam, etc.), hotel registration form, visa requirements and visa support form may be found at the following website address: <http://www.itu.int/ITU-D/finance/>.

In particular, I would point out that you should announce your participation using Annex 5 (with a copy to the TSB) by **27 February 2009**. Delegate registration onsite will begin at 08h30 as indicated in the agenda.

It is important to note that participants should enquire in advance whether they need a visa for Viet Nam and apply to the Consulate or Embassy of Viet Nam in their respective country.

I look forward with great anticipation to your participation in this event.

Yours faithfully,

[Original signed]

Sami Al Basheer Al Morshid
Director

Annex A: Provisional Agenda

Annex B: Registration Form