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| **Telecommunication StandardizationBureau** |  |
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 Geneva, 16 May 2012

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| Ref:Tel:Fax:Email: | **TSB Circular 286**TSB Workshops/P.R.+41 22 730 5158+41 22 730 5853tsbworkshops@itu.int  | - To Administrations of Member States of the Union;- To ITU Sector Members;- To ITU Associates;- To ITU Academia |
|  |  | **Copy:**- To the Chairmen and Vice-Chairmen of ITU-T Study Groups;- To the Director of the Telecommunication Development Bureau;- To the Director of the Radiocommunication Bureau.- To the Director of the ITU Regional Office for the Arab States- To the Permanent Mission of Tunisia, Geneva |
| Subject: | **ITU Workshop on "ICT Innovations for Developing Countries" (Tunis, Tunisia, 20 June 2012)** |

Dear Sir/Madam,

1 I would like to inform you that an ITU workshop on “**ICT Innovations for Developing Countries**” will take place at [Le Palace Hotel](http://www.lepalace.tn/) in Tunis, Tunisia on 20 June 2012 at the kind invitation of Tunisie Télécom.

The workshop will open at 1045 hours. Participants’ registration will begin at 0830 hours. Detailed information concerning the meeting room will be provided at the entrance of the meeting venue.

2 Discussions will be held in English only.

3 Participation is open to ITU Member States, Sector Members, Associates and Academic Institutions and to any individual from a country which is a member of ITU who wishes to contribute to the work. This includes individuals who are also members of international, regional and national organizations. The workshop is free of charge.

4 The workshop is aimed at presenting the work programme of the Focus Group and highlighting particular ICT innovations which have been successful in the region.

5 A draft programme of the workshop is set out in **Annex 1** hereto.

6 Information relating to the workshop is available on the ITU-T website at the following address: <http://www.itu.int/en/ITU-T/Workshops-and-Seminars/ict/201206/Pages/default.aspx>.

7 **Fellowships**: We are pleased to inform you that one full or two partial fellowships per administration will be awarded, subject to available funding, to facilitate participation from Least Developed or Low Income Developing Countries (<http://itu.int/en/ITU-T/info/Pages/resources.aspx>). An application for a fellowship must be authorized by the relevant Administration of the ITU Member State. Fellowship requests (please use enclosed **in Annex 2)**, must be returned to ITU **not later than** **28 May 2012** (please note that at WTSA-08, the Heads of Delegation committed that their candidate chairmen and vice-chairmen would be provided with the necessary resources to fulfil the duties of their office for the full four year term and that it was therefore recognized that the chairmen and vice-chairmen will not receive financial assistance from ITU).

8 To enable TSB to make the necessary arrangements concerning the organization of the workshop, I should be grateful if you would register via the on-line form at: <http://www.itu.int/en/ITU-T/Workshops-and-Seminars/ict/201206/Pages/default.aspx>, as soon as possible, but **not later than
13 June 2012**. **Please note that pre-registration of participants to workshops is carried out exclusively *online*. Remote participation will be provided for this workshop.** Details will be made available at the event website: <http://www.itu.int/en/ITU-T/Workshops-and-Seminars/ict/201206/Pages/default.aspx>.

9 We would remind you that citizens of some countries are required to obtain a visa in order to enter and spend any time in Tunisia. The visa must be requested and obtained from the Embassy or Consulate of Tunisia in your country or, if there is no such office in your country, from the one that is closest to the country of departure.

10 This **Workshop on "ICT Innovations for Developing Countries”** will be preceded by a two-day Workshop on Cloud Computing from 18 to19 June 2012. In addition, the second meeting of the FG Innovation will take place from the afternoon of 20 to 21 June 2012 inclusive. Both events will also take place at [Le Palace Hotel](http://www.lepalace.tn/). Further information may be found on the FG Innovation webpage at the following address: <http://www.itu.int/en/ITU-T/focusgroups/innovation/Pages/default.aspx>.

Yours faithfully,

Malcolm Johnson
Director of the Telecommunication
Standardization Bureau

**Annexes: 2**

ANNEX 1
(to TSB Circular 286)

**Workshop on "ICT Innovations for Developing Countries"**

**Tunis, Tunisia 20 June 2012**

**Draft Programme**

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| ***20 June 2012*** |
|   | 10.45 – 11.00 | *Opening Ceremony* |
|   | 11.00 – 12.15 | ***Session 1 : Working Group 1***The objective of the session is to present the activities of Working Group 1 and successful ICT Innovations in the region.  |
|  | ***12.15 – 14.00      Lunch*** |
|   | 14:00 – 15.30 | ***Session 2 : Working Group 2***The objective of the session is to present the activities of Working Group 2 and highlight main areas of work and tasks ahead.  |
|  | ***15.30 – 15.45     Coffee break*** |
|   | 15.45 – 16.45 | ***Session 3 : Working Group 3***The objective of the session is to present the activities of Working Group 3 and discuss main areas of work and tasks ahead. |
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|   | 16.45 – 17.15 | Panel Discussion |

**ANNEX 2**

**(**to TSB Circular 286**)**

**FELLOWSHIP REQUEST**

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|  | **ITU Workshop on "ICT Innovations for Developing Countries"****(Tunis, Tunisia, 20 June (morning only) 2012)** |  |
| **Please return to:** | **ITU** **Geneva (Switzerland)** | **E-mail :** **bdtfellowships@itu.int** **Tel: +41 22 730 5227**  **Fax: +41 22 730 5778** |
| **Request for one full fellowship or two partial fellowships to be submitted before 28 May 2012** |
|  | Participation of women is encouraged |  |
| Registration Confirmation I.D. No: ……………………………………………………………………………(Note: It is imperative for fellowship holders to pre-register via the on-line registration form at: <http://www.itu.int/en/ITU-T/Workshops-and-Seminars/ict/201206/Pages/default.aspx>)**Country: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_****Name of the Administration or Organization: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_****Mr. / Ms. \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_(family name) \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_(given name)****Title: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_** |
| **Address: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_****\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_****Tel.: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Fax: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ E-Mail:\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_****PASSPORT INFORMATION :****Date of birth: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_****Nationality: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Passport number: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_****Date of issue: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ In (place) : \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_Valid until (date): \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_** |
| **Please select your preference**  |
| 1. **□** One full fellowship     or **□** two partial fellowships (per eligible country).
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| 1. In case of two partial fellowships, chose one of the following:
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|  **□ Economy class air ticket (duty station / Tunis / duty station).** **□ Daily subsistence allowance intended to cover accommodation, meals & misc. expenses.** |
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| **Signature of fellowship candidate:** | **Date:** |
| **TO VALIDATE FELLOWSHIP REQUEST, NAME, TITLE AND SIGNATURE OF CERTIFYING OFFICIAL DESIGNATING PARTICIPANT MUST BE COMPLETED BELOW WITH OFFICIAL STAMP.****N.B. IT IS IMPERATIVE THAT FELLOWS BE PRESENT FROM THE FIRST DAY TO THE END OF THE MEETING.** |
| **Signature** | **Date** |