



Oficina Regional de Ciencia
para América Latina y el Caribe
Representación de la UNESCO
ante el MERCOSUR
Sector Comunicación e Información
Oficina UNESCO Montevideo



Geneva, 12 December 2013

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- To Administrations of Member States of the Union;
- To ITU-T Sector Members;
- To ITU-T Associates;
- To ITU-T Academia;
- To UNESCO Members

Copy:

- To the Chairmen and Vice-Chairmen of ITU-T Study Groups;
- To the Director of the Radiocommunication Bureau;
- To the Director of the Telecommunication Development Bureau;
- To the Regional Director, ITU Regional Office for the Americas, Brasilia;
- To the Heads, ITU Area Offices in Honduras, Chile and Barbados;
- To the Permanent Mission of Uruguay in Switzerland

**Subject: ITU/UNESCO Events on Smart Sustainable Cities
(Montevideo, Uruguay, 11-14 March 2014)**

Dear Sir/Madam,

1 At the kind invitation of the Uruguayan Ministry of Industry, Energy and Mining, we are pleased to inform you that ITU and UNESCO are organizing a series of events dedicated to the overarching theme of "Smart Sustainable Cities" from 11 to 14 March 2014, in Montevideo, Uruguay.

2 As part of their mandate to secure a sustainable future, ITU and UNESCO have set out on an ambitious mission to raise awareness on the need for sustainable development, through the harnessing of ICTs to achieve this end. These series of events will take place at Mercosur's Headquarters with an agenda to further crucial themes including smart sustainable cities, e-waste management, human exposure to electromagnetic fields and the collaboration with Academia.

The series of events will be structured as follows:

- 11 March 2014: Forum on Smart Sustainable Cities
- 12 March 2014: Forum on Environmentally Sound Management of E-waste in Latin America
- 13 March 2014: Forum on Human Exposure to Electromagnetic Fields (EMFs) in Latin America (morning)
- 13 March 2014: Forum on Smart Water Management (afternoon)
- 14 March 2014: Forum on Saving the Planet through ICT: The Role of Academia (morning)

3 **Discussions will be held in English and in Spanish.**

4 Participation is open to ITU Member States, Sector Members, Associates and Academic Institutions and UNESCO Member States, as well as to anyone who wishes to contribute to the work. This includes individuals who are also members of international, regional and national organizations. The events are free of charge.

5 The events will bring together leading specialists in the field from the Latin-American Region, from top policy-makers to engineers, designers, planners, government officials, regulators, standards experts and others.

6 The draft programmes of each forum will be made available at: <http://www.itu.int/en/ITU-T/Workshops-and-Seminars/Pages/URY-2014.aspx>. Please do not hesitate to contact Cristina Bueti (cristina.bueti@itu.int), should you need any additional information on the programmes.

7 **Accommodation:** Detailed information on hotel accommodation, transportation, visa and health requirements will be made available on the events website: <http://www.itu.int/en/ITU-T/Workshops-and-Seminars/Pages/URY-2014.aspx>. This website will be updated as new or modified information become available.

8 **Fellowships:** Due to budgetary constraints, ITU and UNESCO are unfortunately not able to offer fellowships.

9 **Registration:** To enable ITU to make the necessary arrangements concerning the organization of the events, we should be grateful if you would register via the on-line form available at <http://www.itu.int/en/ITU-T/Workshops-and-Seminars/Pages/URY-2014.aspx> as soon as possible, **but not later than 7 March 2014. Please note that pre-registration of participants is carried out exclusively online.**

10 We would remind you that citizens of some countries are required to obtain a visa in order to enter and spend any time in Uruguay. The visa must be requested and obtained from the Uruguayan Embassy in your country, or if there is no such office in your country, from the one that is closest to the country of departure. Please see the ITU-T website <http://www.itu.int/en/ITU-T/Workshops-and-Seminars/Pages/URY-2014.aspx> for additional information on visa requirements.

Yours faithfully,

[Signed]

[Signed]

[Signed]

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