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| **Telecommunication Standardization Bureau** |  |
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Geneva, 24 March 2014

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| Ref:  Tel:  Fax: | **TSB Circular 89**  TSB Workshops/A.N.  +41 22 730 5126 +41 22 730 5853 | - To Administrations of Member States of the Union;  - To ITU-T Sector Members;  - To ITU-T Associates;  - To ITU-T Academia |
| E-mail: | [tsbworkshops@itu.int](mailto:tsbworkshops@itu.int) | **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 Regional Director, ITU Regional Office, Cairo;  - To the Regional Director, ITU Regional Office, Addis Ababa;  - To the Permanent Mission of Tunisia in Geneva |

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| Subject: | **Second Study Group 13 Regional Workshop for Africa on “Future Networks: Cloud Computing, Energy Saving, Security and Virtualization”  (Tunis, Tunisia, 28 April 2014)** |

Dear Sir/Madam,

1 At the kind invitation of Tunisia Telecom, ITU is organizing the **Second ITU-T Study Group 13 Regional Workshop for Africa on “Future Networks: Cloud Computing, Energy Saving, Security and Virtualization,”** which will take place at [Le Palace Hotel](http://www.lepalace.tn) on 28 April 2014. The workshop will be followed by the Second meeting of ITU-T SG 13 Regional Group for Africa ([SG 13RG-AFR](http://www.itu.int/en/ITU-T/studygroups/2013-2016/13/sg13rgafr/Pages/default.aspx)) from 29 to 30 April 2014 at the same venue and will also be hosted by Tunisia Telecom.

The workshop will open at 0930 hours. Registration will begin at 0830 hours.

2 Discussions will be held in English with interpretation in French and Arabic.

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 aims to:

* Give an overview of SG13 work in the areas of the workshop subjects;
* Share the knowledge on the regional developments on these topics;
* Provide updates on standardization trends and technology aspects; and
* Attract attention to the SG13RG-AFR meeting to be held immediately after the workshop.

5 A draft programme of the workshop, presentations and relevant information will be made available on the ITU-T website at the following URL: <http://www.itu.int/en/ITU-T/Workshops-and-Seminars/sg13/201404/Pages/default.aspx>. This website will be updated as new or modified information become available.

6 General information including hotel accommodation, transportation, visa and health requirements can be found at the above-mentioned ITU-T website.

7 **Fellowships**: We are pleased to inform you that **one partial fellowship (DSA only)** per administration will be awarded, **within the Africa and Arab region only,** 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 **Form 1)**, must be returned to ITU not later than **13 April 2014.**  Please note that the decision criteria to grant a fellowship include: the available TSB budget; contributions by the applicant to the meeting; equitable distribution among countries and regions; and gender balance.

8 To enable TSB to make the necessary arrangements concerning the organization of the workshop, I would be grateful if you would register via the on-line form at the ITU-T website: <http://www.itu.int/en/ITU-T/Workshops-and-Seminars/sg13/201404/Pages/default.aspx>, as soon as possible, **but not later than 21 April 2014**. **Please note that pre-registration of participants to workshops is carried out exclusively *online*.**

9We 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 Tunisia. The visa must be requested and obtained from the   
Tunisian 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. Participants who require an invitation letter to facilitate  
their entry visa are requested to complete the Visa Support Form in Appendix III of the “General Information” document at the ITU-T website: <http://www.itu.int/en/ITU-T/Workshops-and-Seminars/sg13/201404/Pages/default.aspx>. The duly completed form should be returned to:   
**Ms Saida Mouellhi**; Email: [Saida.Mouellhi@tunisietelecom.tn](mailto:Saida.Mouellhi@tunisietelecom.tn); Telephone: +216 70 30 28 63 as   
soon as possible and no later than **12 April 2014**. Please be aware that visa approval might take time  
so kindly make your request for the invitation letter as soon as possible.   
  
Yours faithfully,

Malcolm Johnson  
Director of the Telecommunication  
Standardization Bureau

**FORM 1 - FELLOWSHIP REQUEST**

(to TSB Circular 89)

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|  | **2nd SG 13 Regional Workshop for Africa on “*Future Networks: Cloud Computing, Energy Saving, Security and Virtualization”*** and **2nd Study Group 13 RG-AFR meeting**  (Tunis, Tunisia, 28-30 April 2014) | | | | | |  |
| **Please return to:** | | | **ITU**  **Geneva (Switzerland)** | | **E-mail :** [**bdtfellowships@itu.int**](mailto:bdtfellowships@itu.int)  **Tel: +41 22 730 5227**  **Fax: +41 22 730 5778** | | | |
| **Request for one partial fellowship to be submitted before  13 April 2014** | | | | | | | |
|  | | | | 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/sg13/201404/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): \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_** | | | | | | | | |
| CONDITIONS :   1. One partial fellowship per eligible country (covering only daily subsistence   allowance in Tunis). 2. Imperative that fellows be present from the first day and participate during the entire duration of the event. | | | | | | | | |
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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** | | |