WG(s):	All	Sophia Antipolis, France, 10-12 April 2024

MEETING ANNOUNCEMENT

Source:	ITU-T Focus Group on Testbeds Federations for IMT-2020 and Beyond (FG-TBFxG)
Title:	Eighth meeting of the ITU-T Focus Group on Testbeds Federations for IMT-2020 and beyond (FG-TBFxG), Sophia Antipolis, France, 10-12 April 2024
Contact:	TSB FG-TBFxG Secretariat	E-mail: tsbfgtbf@itu.int

Abstract: This document contains the announcement of the eighth FG-TBFxG meeting to be held in ETSI HQ (Sophia Antipolis, France) from 10 to 12 April 2024.

1. On behalf of Giulio Maggiore (FG-TBFxG Chair), we are pleased to announce that the eighth meeting of **the ITU-T Focus Group on Testbeds Federations for IMT-2020 and beyond (FG-TBFxG)** will be held in ETSI Headquarters (Sophia Antipolis, France) from **10 to 12 April 2024 at 1200-1600 hours local time (daily)**. The remote connection for FG-TBFxG meeting will be provided for registered participants who wish to join remotely.
    The FG-TBFxG will be collocated with ETSI TC INT meeting.

2. **Venue:**

    ETSI
    650 Route des Lucioles
    06560 Valbonne - Sophia Antipolis
    FRANCE

3. **Practical information:** is available at ETSI webpage at: https://www.etsi.org/about/find-us. The relevant link is also available at FG-TBFxG webpage (https://itu.int/go/fgtbf).

4. **Visa support:** the citizens of some countries are required to obtain a visa to enter and spend time in France. If required, visas must be requested before the date of arrival from the embassy or consulate representing France in your country or, if there is no such office in your country, from the one that is closest to the country of departure. Deadlines vary, so it is suggested to check directly with the appropriate representation and apply early.

    The visa support requests are to be addressed directly to ETSI, the host of the meeting, using the online form available at https://portal.etsi.org/meetings/visa/visa.htm and selecting the entry "ITU-T FG-TBFxG #08" in the "Technical Body/Plugtests/Workshop" drop-down menu.

5. **Registration:** Participants are invited to register as soon as possible. The online registration form is available at the FG-TBFxG homepage. Places are limited and registration will be handled on a first-come, first-served basis. Registration is required for remote participation as well as on-site participation. Please note that pre-registration of participants for the event is

carried out exclusively online. To enable the host to make the necessary arrangements, participants are invited to register as soon as possible.

For non-ITU users, please create an ITU account via webpage or contact tsbfgtbf@itu.int if you have questions.

6. **Working language:** the discussions will be held in English only.

7. **Remote connection:** is provided for those who successfully registered to the event. The remote connection will be provided via ITU MyMeetings platform (https://remote.itu.int/). This link is also made available on the FG-TBFxG webpage (https://itu.int/go/fgtbf).

8. **Participation rights:** Participation in the FG-TBFxG is free of charge and open to any individual from a country that is a member of ITU and who is willing to contribute actively to the work may participate in the focus group. This includes individuals who are also members of international, regional and national organizations. The FG-TBFxG encourages collaboration with SDOs/Fora, Research Communities, Researchers on IMT-2020 and beyond, Industry Users of Testbeds, Testbeds Suppliers for IMT-2020 Testbeds and other Testbeds, CSPs (Communications Service Providers), Network Operators, Infrastructure Vendors/Suppliers for ICT and Verticals, Open Source & Open Hardware Projects, Regulators.

9. **Meeting objectives:** are to consider input documents, review written contributions in order to progress the FG-TBFxG work plan (TBFxG-O-082, February 2024), advance the ongoing work items and liaise with different entities.

10. **Deadline for contributions:** Written contributions should be in line with the terms of reference of the FG-TBFxG. They need to be submitted to the TSB Secretariat (tsbfgtbf@itu.int) in electronic format using the templates available from the FG-TBFxG homepage (https://itu.int/go/fgtbf).
    The suggested deadline to submit contributions is on 3 April 2024.

    Note: when preparing contributions to the Focus Group meeting, participants are invited to take into consideration the Focus Group work plan agreed at the previous meeting (TBFxG-O-082, February 2024).

11. **SharePoint:** the meeting draft agenda, documents and other practical information will be made available at the FG-TBFxG SharePoint in advance of the meeting.

12. **FG-TBFxG mailing list:** Anyone interested in following or participating in this work is invited to subscribe to a dedicated Focus Group mailing-list fgtbf@lists.itu.int. The step-by-step instruction on how to subscribe can be found at the webpage at: https://itu.int/go/fgtbf.

Key deadlines:

10 March 2024	Submit request for letter of invitation for visa purposes (see practical information)
3 April 2024	Submit written contributions (by e-mail to tsbfgtbf@itu.int) using the templates available from the FG-TBFxG homepage, https://itu.int/go/fgtbf
	Pre-registration (via the online registration form on the Focus Group webpage, https://itu.int/go/fgtbf)

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