

# INTERNATIONAL TELECOMMUNICATION UNION

*General Secretariat*



21 September 2001

Ref: Member States of ITU (Region 2)

Contact: Mr. Fabio Leite

Tel: +41 22 730 5940

Fax: +41 22 730 6500

E-Mail: [fabio.leite@itu.int](mailto:fabio.leite@itu.int)

Subject: Invitation to participate in the ITU Regional Consultation Meeting on Global Circulation of IMT-2000 Terminals in Cooperation with CITELE

Dear Sir/Madam,

Worldwide roaming is one of the key features of IMT-2000 systems, which requires the global circulation of terminals. Global circulation deals with the right of users to carry their terminals from their home country to another, and the ability to use these terminals if accepted and connected by a network operator. It is generally recognized that certain steps are required to build a framework for global circulation of IMT-2000 terminals.

The ITU was invited to consider possible means to facilitate global circulation. I have, therefore, consulted Administrations of Member States (see Circular Letter No. 97 of 22 January 2001 and <http://www.itu.int/osg/imt-project/docs/cl-97-e.pdf>) on their opinions about the regulatory principles, which should apply to the global circulation of IMT-2000 terminals. A report was presented at the last ITU-R Working Party 8F meeting (Stockholm, 27 June – 3 July 2001) on the replies received from the Administrations of Member States.

In addition, discussions are being held with representatives of other regional bodies and interested stakeholders to address their particular concerns. In order to build on these ongoing discussions and as a result of the XVIII PCC.III meeting, ITU and CITELE jointly decided to hold a regional consultation meeting to continue considering possible mechanisms to facilitate the global circulation of IMT-2000 terminals (see Report of the XVIII PCC.III meeting (11-15 June 2001, Ottawa, Canada)).

Your contribution to those discussions could facilitate that task. Therefore, you are cordially invited to participate in the next ITU regional consultation meeting on global circulation of IMT-2000 terminals, which will take place in Guatemala City, 5 November 2001 in

conjunction with the XIX PCC.III Meeting. The agenda for the meeting is contained in Attachment 1. The venue, hotels and local information together with the Hotel Reservation Form is included in Attachment 2 and a Meeting Registration Form is found in Attachment 3.

Further details on the meeting arrangements can be found at: <http://www/itu.int/osg/imt-project/circulation.html>.

Yours faithfully,

A handwritten signature in black ink, appearing to read 'Yoshio Utsumi', written in a cursive style.

Yoshio UTSUMI  
Secretary-General

## **ATTACHMENT 1**

### **AGENDA**

#### **1. Official opening**

**1.1** Guatemala authorities

**1.2** ITU

#### **2. Presentations on IMT-2000 Implementation**

**2.1** Deployment of IMT-2000 systems

**2.2** Global harmonization efforts

**2.3** Introducing Global Circulation (ITU)

**2.4** ITU-R WP 8F activities

**2.5** CITELE activities

**2.6** ITU SG activities

#### **3. Discussions and conclusion**

**3.1** Adoption of a draft Opinion for CITELE PCC.III consideration

## ATTACHMENT 2

### INFORMATION ON THE VENUE, HOTELS AND LOCAL INFORMATION

#### 1. VENUE

##### **INTER-CONTINENTAL HOTEL GUATEMALA**

14 Calle 2-51, Zone 10  
Guatemala City, Guatemala  
Tel: +502 379 4444  
Fax: +502 379 4445

#### 2. NATIONAL COORDINATION

The General Coordinator of this event is Mr. Jorge Garrido, Manager of Frequency regulation and broadcasting.

**Address:** SUPERINTENDENCIA DE  
TELECOMUNICACIONES  
14 Calle 3-51, Zone 10  
Murano Center Building, Floor 16  
Guatemala  
Tel: +502 366 5880  
Fax: +502 366 5880 ext. 245  
E-mail: [jgarrido@sit.gob.gt](mailto:jgarrido@sit.gob.gt)

#### 3. HOTEL RESERVATIONS

The following rates are from the hotels the Organizing Committee considered more convenient for the meeting, one because is the site of the meeting and the other because it is at the opposite corner from the Hotel site of the meeting. Prices include Breakfast Buffet but do not include taxes (12% IVA+10% tourism).

##### **HOTEL INTER-CONTINENTAL GUATEMALA** (site of the meeting)

14th Street 3-51, Zone 10  
Guatemala City, Guatemala  
Tel: +502 379 4444  
Fax: +502 379 4445

<b>Single Deluxe Room</b>	<b>US\$ 85.00</b>
<b>Double Deluxe Room</b>	<b>US\$ 95.00</b>

##### **HOTEL VIVA CLARION SUITES**

(at the opposite corner from the Hotel site of the meeting)

14th Street 3-08, Zone 10  
Guatemala City, Guatemala  
Tel: +502 363 3333  
Fax: +502 363 3303

<b>Single Room</b>	<b>US\$ 80.00</b>
<b>Double Room</b>	<b>US\$ 90.00</b>

Delegates should make reservations through the reservations office at Inter-Continental Hotel with Mr. Geovanni Ceballos (Tel: +502 379 4559, Fax: +502 379 4502 or by E-mail at: cgrupos@gruporeal.com.gt) using the form provided. Please indicate your hotel choice. It is very important to make your reservation as soon as possible (before October 3, 2001), *reservations must include a credit card number*. A confirmation message will be sent to you. Should you decide not to attend, the hotel reservation must be cancelled 24 hours before your planned arrival or else you will be charged for one night.

#### **4. REGISTRATION BEFORE THE MEETING**

Please send the registration form to ITU, IMT-2000 Project (Fax +41 22 730 5122, Office T.816 or e-mail to: lia.millet@itu.int) and to the coordination office (Fax: +502 366 5880 Ext. 245, e-mail: jgarrido@sit.gob.gt).

#### **5. CLIMATE**

Guatemala is a country where temperatures vary little. We recommend that you bring light clothing to use during the day and a sweater for the evenings when it's a bit cooler.

#### **6. AIRPORT AND TRANSPORTATION**

The Guatemala Airport has direct connections to most American cities but the main point of entry to the country is Miami and most delegates will connect to Guatemala through Miami. A CITELE PCC.III reception center will be in operation at the Guatemala Airport on November 3 and 4 during peak arrival times (08:00 am to 22:00 pm). That center will provide free transportation for delegates to the hotels. For those arriving at other times, taxis and hotel buses are always available. A taxi from the airport to the hotels costs about Q.75.00. There is a currency exchange facility at the airport which is open during peak arrival hours.

#### **7. PASSPORTS, VISAS AND DEPARTURE TAX**

Most delegates need a passport and a visa to enter Guatemala. However, some countries do not need a visa, and others only require a Tourist Card, which can be obtained on the Airlines traveling to Guatemala or at any Consulate of Guatemala. We recommend you obtain visa information and avoid any inconvenience.

The cost of the Tourist card is US\$5,00.

The departure tax is US\$30.00.

#### **8. CURRENCY**

The official currency of Guatemala is the Quetzal. The exchange rate is free, changing from day to day but it is, normally, about US\$1.00 = Q. 7.91.

There is a 12% value added tax on almost all goods and services.

#### **9. ELECTRIC CURRENT**

The electric current is 110/120 volts and requires plugs with two prongs.



**ITU REGIONAL CONSULTATION MEETING ON GLOBAL CIRCULATION OF IMT-2000 TERMINALS**



**REUNIÓN CONSULTIVA REGIONAL DE LA UIT SOBRE LA CIRCULACIÓN MUNDIAL DE TERMINALES IMT-2000**

**Guatemala City, 5 November 2001  
Ciudad de Guatemala, 5 de noviembre de 2001**

**HOTEL RESERVATION / RESERVA DE HOTEL**

Send the form to Mr. Geovanni Ceballos at the INTER-CONTINENTAL HOTEL: Fax: +502 379 4502, E-mail: [cgrupos@gruporeal.com.gt](mailto:cgrupos@gruporeal.com.gt) Please type or print clearly. We recommend to do your reservation as soon as possible to guarantee the special rates. // Enviar este formulario al Sr. Geovanni Ceballos al HOTEL INTER-CONTINENTAL: Fax: +502 379 4502, E-mail: [cgrupos@gruporeal.com.gt](mailto:cgrupos@gruporeal.com.gt). Sírvase escribir a máquina o en letra de imprenta. Se recomienda hacer la reserva a la brevedad para garantizar las tarifas especiales.

<b>Last Name/</b> <i>Apellido:</i>		<b>First Name/</b> <i>Nombre:</i>	
<b>Organization-Company/</b> <i>Organización-Compañía:</i>			
<b>Address/</b> <i>Dirección:</i>			
Tel.:		Fax:	E-mail:
<b>Hotel's name / Nombre del Hotel</b>		<b>Type of Room / Tipo de Habitación</b>	

**Shared with/**  
*Compartida con:* \_\_\_\_\_

**Arrival date and time, Airline and flight No./**  
*Fecha y hora de llegada Aerolínea y No. de vuelo:* \_\_\_\_\_

**Departure date and time/**  
*Fecha y hora de salida* \_\_\_\_\_

***I authorize the use of the following credit card to guarantee my hotel reservation***  
Autorizo el uso de la siguiente tarjeta de crédito a fin de garantizar la reserva de hotel:

<b>Type of Card/Tipo de Tarjeta:</b>	<b>Number/Número:</b>
<b>Name on Card/Nombre:</b>	<b>Expiration Date/Fecha de expiración:</b>

**Signature:** \_\_\_\_\_

### ATTACHMENT 3



ITU REGIONAL CONSULTATION MEETING ON GLOBAL CIRCULATION  
 OF IMT-2000 TERMINALS  
 (Guatemala, 5 November 2001)

REUNIÓN CONSULTIVA REGIONAL DE LA UIT SOBRE LA CIRCULACIÓN MUNDIAL  
 DE TERMINALES IMT-2000  
 (Guatemala, 5 de noviembre de 2001)



## Registration form - Formulario de inscripción

(To be returned to ITU, IMT-2000 Project (Fax +41 22 730 5122 or e-mail to: lia.millet@itu.int) by  
 (Devuélvase a la UIT, Proyecto de las IMT-2000 (Fax +41 22 730 5122 o por correo electrónico a: lia.millet@itu.int)  
 antes del)

22.10.2001

Member State/Sector Member/Organization\*   
 Estado Miembro/Miembro de un Sector/Organización\*

\*Delete as appropriate / Tachar la parte que no corresponda

Mr./Sr.  Mrs./Sra.  Miss/Srta.  Ms

Family name: \_\_\_\_\_ First name: \_\_\_\_\_  
 Apellido: \_\_\_\_\_ Nombre: \_\_\_\_\_

Official title in Administration or Organization: \_\_\_\_\_  
 Título oficial en su Administración u Organización:

Name and complete address of Administration or Organization: \_\_\_\_\_  
 Nombre y dirección completa de la Administración u Organización:

E-mail:  Fax:  Tel:

Home address (optional) / Dirección personal (facultativo)  
 \_\_\_\_\_ Tel: \_\_\_\_\_

Hotel/Address in Guatemala (see Note) / Hotel/Dirección en Guatemala (véase Nota)  
 \_\_\_\_\_ Tel: \_\_\_\_\_

Note: Reservations must be made DIRECTLY with the hotel and not through the ITU.  
 Nota: Reservas deben hacerse DIRECTAMENTE con el hotel y no a través de la UIT.

Accompanied by family member(s) - please specify \_\_\_\_\_  
 Acompañado por miembro de la familia - por favor, especificar

*Réservé au Secrétariat / For Secretariat use only / Reservado para la Secretaría*

Franchise  Section  Casier