

INTERNATIONAL TELECOMMUNICATION UNION

*Telecommunication
Development Bureau*



Administrative Circular CA/06

17 May 1999

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Subject: **Convening of the second meetings of ITU-D Study Groups:**

Study Group 1: 30 August - 3 September 1999

Study Group 2: 6 - 10 September 1999

TO ADMINISTRATIONS OF MEMBER STATES OF THE ITU AND MEMBERS OF THE DEVELOPMENT SECTOR

Dear Sir/Madam,

1. In agreement with the two Study Groups Chairmen and in accordance with the schedule of ITU Telecommunication Development Sector meetings for 1999, I have the pleasure to invite you to participate in the second meetings of ITU-D Study Group 1 and Study Group 2.

2. These meetings will take place according to the following schedule:

Study Group 1: 30 August - 3 September 1999 (5 days)
(dealing with telecommunication development strategies and policies)

Study Group 2: 6 - 10 September 1999 (5 days)
(dealing with development, harmonization, management and maintenance of telecommunication networks and services, including spectrum management)

The meetings will take place in Geneva (ITU Tower - Room B) and start at 0930 hours on the first day.

3. Annex 1 contains two registration forms. A single form per participant and per Study Group should be completed and returned to us by **9 August 1999** at the latest.

4. Annex 2 contains the preliminary draft agendas of the respective Study Groups.

5. The titles of Questions to be handled by both Study Groups as approved by the World Telecommunication Development Conference (WTDC-98, Valleta) and confirmed by the first Study Group meetings and by the Telecommunication Development Advisory Group (TDAG, Geneva, 8-9 April 1999) are attached in Annex 3.

6. In order to facilitate processing your contribution to the Study Groups, I would appreciate receiving your documents by **28 June 1999** for both Study Groups. I would particularly encourage you to submit contributions and other documents in electronic form, irrespective of the word processing software used, preferably by e-mail to the address: *devsg1@itu.int* for Study Group 1 and *devsg2@itu.int* for Study Group 2. You may of course feel free to co-ordinate your proposals with other Administrations and organizations.

7. In order to ensure that all documents are treated correctly and are being translated in time for the meetings, we would be grateful if you would respect the deadlines mentioned in Annex 4.

8. In accordance with the ITU general policy about documents, input documents should be submitted in time, be kept as concise and short as possible, and electronic media should be used to the maximum possible extent. A **Template form** for the submission of contributions is proposed in Annex 5 and can be found on the ITU Web under the URL: <http://www.itu.int/ITU-D/Activities.html>.

9. The complete text of the Questions as well as the documents and the reports of the 1998 meetings can be found on the ITU-D above mentioned Web site. However, participants wishing to have paper copies can obtain them from the ITU-D Study Groups Secretariat.

10. The list of hotels at preferential ITU rates as well as a reservation form are attached as Annex 6.

11. As you may appreciate, the success of the ITU-D Study Groups and the value of the output are contingent on the involvement of Rapporteurs, Associate Rapporteurs and active participants in the study process. Your contribution for the consideration by either Study Group will be highly appreciated.

I look forward to meeting you in Geneva.

Yours faithfully,

Hamadoun I. TOURÉ
Director

Annexes: 7

- (1) Registration forms for 1999 meetings of Study Groups 1 and 2
- (2) Preliminary draft agendas for the meetings of Study Groups 1 and 2
- (3) List of Questions to be handled by both Study Groups
- (4) Deadlines for presentation of documents
- (5) Template for submission of contributions
- (6) Topics related to Focus Groups
- (7) List of Hotels and reservation form

Distribution:

- Administrations of Member States of the ITU;
- ITU-D Sector members, including:
 - Recognized Operating Agencies;
 - Scientific or Industrial Organizations;
 - Regional and other International Telecommunication Organizations;
 - Intergovernmental Organizations Operating Satellite Systems;
- United Nations and certain United Nations Specialized Agencies;
- Contact points for Study Groups 1 and 2
- ITU distribution list



DEUXIÈME RÉUNION DE LA COMMISSION D'ÉTUDES 1 DE L'UIT-D

(Genève, 30 août - 3 septembre 1999)

SECOND MEETING OF ITU-D STUDY GROUP 1

(Geneva, 30 August - 3 September 1999)



SEGUNDA REUNIÓN DE LA COMISIÓN DE ESTUDIO 1 DEL UIT-D

(Ginebra, 30 de agosto - 3 de septiembre de 1999)

Formulaire d'inscription – Registration Form – Formulario de inscripción

La participation des femmes est encouragée
Participation of women is encouraged
Se anima a las mujeres a participar

(LETTRES MAJUSCULES - CAPITAL LETTERS - LETRAS MAYUSCULAS)

1. M. / Mme <i>Mr. / Mrs.</i> Sr. / Sra. _____ (nom, <i>family name</i> , apellidos) _____ (prénom, <i>first name</i> , nombre)			
2. Pays <i>Country</i> País _____			
3. Nom de l'Administration ou de l'Organisation <i>Name of the Administration or Organization</i> Nombre de la Administración u Organización _____			
4. Titre <i>Title</i> Título _____			
☐ Administration Membre de l'UIT <i>ITU Member Administration</i> Administración Miembro de la UIT	☐ Chef de délégation <i>Head of delegation</i> Jefe de delegación	☐ Adjoint <i>Deputy</i> Adjunto	☐ Délégué <i>Delegate</i> Delegado
☐ Exploitation reconnue <i>Recognized Operating Agency</i> Empresa de explotación reconocida	☐ Organisme scientifique ou industriel <i>Scientific or Industrial Organization</i> Organismo científico o industrial	☐ ONU et ses institutions spécialisées <i>UN and its specialized agencies</i> ONU y sus organismos especializados	
☐ Organisation régionale ou internationale <i>Regional or International Organization</i> Organización regional o internacional			
☐ Organisation intergouvernementale exploitant des systèmes à satellites <i>Intergovernmental Organization operating satellite systems</i> Organización intergubernamental que explota sistemas de satélite			☐ Autres <i>Others</i> Otros
6. Adresse <i>Address</i> Dirección _____ Tel.: _____ Fax: _____ E-Mail: _____			
7. Adresse pendant la réunion <i>Address during the meeting</i> Dirección durante la reunión _____ Tel.: _____			
8. Je désire recevoir les documents en <i>I wish to receive the documents in</i> Deseo recibir los documentos en ☐ Français ☐ English ☐ Español			

Date: <i>Date:</i> Fecha:	Signature: <i>Signature:</i> Firma:
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A retourner dûment rempli à l'UIT/BDT (Bureau T.213) avant le **9 août 1999**
 To be returned duly completed to the ITU/BDT (Office T.213) before **9 August 1999**
 A devolver debidamente completado a la UIT/BDT (Oficina T.213) antes del
9 de agosto de 1999

Place des Nations
 CH-1211 Genève 20
 Suisse

Tel.: +41 22 730 5091
 Fax: +41 22 730 5484
 E-mail: ellen.sellier@itu.int



DEUXIÈME RÉUNION DE LA COMMISSION D'ÉTUDES 2 DE L'UIT-D

(Genève, 6 - 10 septembre 1999)

SECOND MEETING OF ITU-D STUDY GROUP 2

(Geneva, 6 - 10 September 1999)

SEGUNDA REUNIÓN DE LA COMISIÓN DE ESTUDIO 2 DEL UIT-D

(Ginebra, 6 - 10 de septiembre de 1999)



Formulaire d'inscription – Registration Form – Formulario de inscripción

La participation des femmes est encouragée
Participation of women is encouraged
Se anima a las mujeres a participar

(LETTRES MAJUSCULES - CAPITAL LETTERS - LETRAS MAYUSCULAS)

1. M. / Mme Mr. / Mrs. Sr. / Sra.				_____ (nom, family name, apellidos)		_____ (prénom, first name, nombre)								
2. Pays Country País								_____						
3. Nom de l'Administration ou de l'Organisation Name of the Administration or Organization Nombre de la Administración u Organización								_____						
4. Titre Title Título								_____						
5.														
☐ Administration Membre de l'UIT ITU Member Administration Administración Miembro de la UIT			☐ Chef de délégation Head of delegation Jefe de delegación		☐ Adjoint Deputy Adjunto		☐ Délégué Delegate Delegado							
☐ Exploitation reconnue Recognized Operating Agency Empresa de explotación reconocida			☐ Organisme scientifique ou industriel Scientific or Industrial Organization Organismo científico o industrial			☐ ONU et ses institutions spécialisées UN and its specialized agencies ONU y sus organismos especializados								
☐ Organisation régionale ou internationale Regional or International Organization Organización regional o internacional														
☐ Organisation intergouvernementale exploitant des systèmes à satellites Intergovernmental Organization operating satellite systems Organización intergubernamental que explota sistemas de satélite							☐ Autres Others Otros							
6. Adresse Address Dirección									_____					
Tel.: _____			Fax: _____			E-Mail: _____								
7. Adresse pendant la réunion Address during the meeting Dirección durante la reunión									Tel.: _____					
8. Je désire recevoir les documents en I wish to receive the documents in Deseo recibir los documentos en									☐ Français		☐ English		☐ Español	
Date: Date: Fecha:				Signature: Signature: Firma:										

A retourner dûment rempli à l'UIT/BDT (Bureau T.213) avant le **9 août 1999**
 To be returned duly completed to the ITU/BDT (Office T.213) before **9 August 1999**
 A devolver debidamente completado a la UIT/BDT (Oficina T.213) antes del
9 de agosto de 1999

Place des Nations
 CH-1211 Genève 20
 Suisse

Tel.: +41 22 730 5091
 Fax: +41 22 730 5484
 E-mail: ellen.sellier@itu.int

ANNEX 2**STUDY GROUP 1****(Geneva, 30 August - 3 September 1999)****DRAFT AGENDA OF THE MEETING OF STUDY GROUP 1****(starting on Monday 30 August 1999 at 930 hours)****(Room B)**

1. Opening of the Meeting
2. Approval of the Draft Agenda and tentative schedule
3. Appointment of a Rapporteur for the meeting
4. Results of the Plenipotentiary Conference (Minneapolis, 1998) with relevance to the work of Study Groups
5. Results of the TDAG meeting (Geneva, 8 - 9 April 1999) with relevance to the work of Study Groups:
 - 5.1 Guidelines for Rapporteurs
 - 5.2 Text of new Question 16/1
 - 5.3 Swiss proposal on the change of title of Question 8/1
 - 5.4 Other relevant decisions
6. Appointment of a Rapporteur for Question 6/1
7. Allocation of documents
8. Year 2000 issues

9. Progress report on ITU-D Study Group 1 Questions:
 - 9.1 Question 6/1
 - 9.2 Question 7/1
 - 9.3 Question 8/1
 - 9.4 Question 9/1
 - 9.5 Question 10/1
 - 9.6 Question 11/1
 - 9.7 Question 12/1 and Joint Consultative Group on Economic Aspects of Spectrum Management
 - 9.8 Question 13/1: Focus Group on promotion of infrastructure and use of the Internet in developing countries
 - 9.9 Question 14/1
 - 9.10 Question 15/1
 - 9.11 Question 16/1
10. Progress report on WTDC-98 Resolution 9 “Participation of countries, particularly developing countries, in frequency spectrum management
11. Progress report on the work of the Special Group on Human Resources Development
12. Collaboration and liaison activities:
 - 12.1 Within each Region covered by BDT
 - 12.2 With ITU-D Study Group 2
 - 12.3 With ITU-R and ITU-T Sectors
 - 12.4 With other organizations via the BDT Secretariat
13. Electronic Document Handling (EDH)
14. Date and place of the next meeting
15. Any other business

A. GABRIELLI

Chairman, Study Group 1

STUDY GROUP 2

(Geneva, 6 - 10 September 1999)

DRAFT AGENDA OF THE MEETING OF STUDY GROUP 2

(starting on 6 September 1999 at 930 hours)

(Room B)

1. Opening of the Meeting
2. Approval of the Draft Agenda and tentative schedule
3. Appointment of a Rapporteur for the meeting
4. Results of the Plenipotentiary Conference (Minneapolis, 1998) with relevance to the work of Study Groups
5. Results of the TDAG meeting (Geneva, 8 - 9 April 1999) with relevance to the work of Study Groups:
 - 5.1 Guidelines for Rapporteurs
 - 5.2 New text for modified Questions 10b/2 and 11/2
 - 5.3 Deletion of Question 13/2 for which the regulatory part became a new Question 16/1 for Study Group 1 and the technical part was embedded in existing Question 11/2 of Study Group 2
 - 5.4 Other relevant decisions
6. Study Group work organization:
 - 6.1 Appointment of Vice-Chairperson for the Americas (based on consultations of the Director of BDT with the members of that Region)
 - 6.2 Appointment of a Rapporteur for Question 10/2 and Associate Rapporteurs for each part of the Question
7. Allocation of documents
8. Results of the work on Focus Groups:
 - 8.1 Year 2000 issues
 - 8.2 Progress report on mechanisms to promote the development of new telecommunication technologies for rural applications (Focus Group on Topic 7)
 - 8.3 Other Focus Group activities

9. Progress report on ITU-D Study Group 2 Questions:
 - 9.1 Question 9/2
 - 9.2 Question 10/2
 - 9.3 Question 11/2
 - 9.4 Question 12/2
 - 9.5 Question 14/2
 - 9.6 Question 15/2
 - 9.7 Question 16/2
10. Progress report on WTDC-98 Resolution 9
11. Progress report on the work of the Special Group on Human Resources Development
12. Collaboration and liaison activities:
 - 12.1 Within each Region covered by BDT
 - 12.2 With ITU-D Study Group 1
 - 12.3 With ITU-R and ITU-T Sectors
 - 12.4 With other organizations via the BDT Secretariat
13. Electronic Document Handling (EDH)
14. Date and place of the next meeting
15. Any other business

N. KISRAWI

Chairman, Study Group 2

ANNEX 3

LIST OF QUESTIONS TO BE HANDLED BY STUDY GROUP 1**SECOND STUDY PERIOD (1998-2002)**

Question 6/1: *Interconnection*

Question 7/1: *Universal access/service*

Question 8/1: *Establishment of an independent regulatory body*

Question 9/1: *Impact of the introduction and utilization of new technologies on the regulatory environment of telecommunications*

Question 10/1: *Regulatory impact of the phenomenon of convergence within the telecommunications, broadcasting, information technology and content sectors*

Question 11/1: *Factors to create a climate favourable to investment*

Question 12/1: *Tariff policies, tariff models and methods of determining the cost of national telecommunication services*

Question 13/1: *Promotion of infrastructure and use of the Internet in developing countries*

Question 14/1: *The role of telecommunications in social and cultural development, including the protection and promotion of indigenous culture and identity*

Question 15/1: *Technology transfer and informatization*

Question 16/1: *Methods to enhance the viability of public service broadcasting, particularly focusing on developing countries*

LIST OF QUESTIONS TO BE HANDLED BY STUDY GROUP 2
SECOND STUDY PERIOD (1998-2002)

Question 9/2: *Identify study group Questions in the ITU-T and ITU-R Sectors which are of particular interest to developing countries and systematically, by way of annual progress reports, inform them of the progress of work on the Questions to facilitate their contributions to the work on those Questions as well as, ultimately, to benefit from their outputs in a timely manner*

Question 10a/2: *Communications for rural and remote areas*

Question 10b/2: *Development of multi-purpose community telecentres*

Question 10c/2: *Penetration and service target for rural telecommunications*

Question 10d/2: *Definition of a set of indicators describing the state of development of a country's rural telecommunication network and services*

Question 10e/2: *Sound and television broadcasting and communication for rural and remote areas*

Question 10f/2: *Measurement of the impact of information and communication technologies in rural and remote areas*

Question 10g/2: *Enhancing the capacity of the NGOs to achieve development aims, through the use of telecommunication*

Question 11/2: *Examine digital broadcasting technologies and systems, including cost/benefit analyses, assessment of demands on human resources, interoperability of digital systems with existing analogue networks, and methods of migration from analogue to digital technique*

Question 12/2: *Examine broadband communications over traditional copper wires on aspects of technologies, systems and applications*

Question 13/2: This Question has been split. The technical part has been embedded in Q11/2, and the regulatory part has become a new Q16/1 for Study Group 1.

Question 14/2: *Fostering the application of telecommunication in health care. Identifying and documenting success factors for implementing telemedicine*

Question 15/2: *Human resource management and development to successfully meet the challenges of sector reform and transformation, with special emphasis to employment including consideration of gender issues*

Question 16/2: *Preparation of Handbooks for developing countries*

ANNEX 4

SUBMISSION OF CONTRIBUTIONS

SOURCE	DEADLINE
WTDC-98, Appendix to Res. 4, Section 2:	
2.1 <i>Contributions received at least two months before a meeting shall be published and distributed in time for the said meeting.</i>	28 June 1999
2.2 <i>Contributions received less than two months, but not less than ten working days before the opening of a meeting, will not be processed in accordance with the procedure outlined in 2.1 above and shall be published as “delayed contributions” in the original language only (and in any other working language into which they may have been translated by the originator).</i>	16 August 1999
2.3 <i>Contributions received by the Director less than ten working days before the opening of a meeting shall not be entered on the agenda. They shall not be distributed but will be held for the next meeting.</i>	No distribution

ANNEX 5

CONTRIBUTION

Electronic version (Winword or RTF only) to be sent to:

devsg1@itu.int for SG1 Questions*devsg2@itu.int* for SG2 Questions

Paper version to be sent to:

ITU/BDT, STG Secretariat, Fax nr. +41 22 7305484

Date:☐**For action**

[Please indicate which is appropriate]

☐**For information****ITU-D Study Group:****Question:****Title of contribution:****Revision to previous contribution (Yes / No)**

[Any changes in a previous text should be indicated by revision marks]

If yes, please indicate document no.:

Name of contact point:**Administration/Organization/Company:****Tel.:****Fax:****E-mail:****Action required**

[Please indicate what is expected from the meeting]

Abstract

[Please provide a resumé of a few lines]

[Insert text of contribution here or attach file]

ANNEX 6**TOPICS RELATED TO FOCUS GROUPS**

1. Maintenance-oriented investments - information and computer-aided tools for evaluation of expansion/maintenance needs of bids for procurement of equipment
2. Guidelines/procedures for improving efficiency of maintenance of software SPC switches
3. Computer-aided tools and error-free traffic data acquisition procedures for strengthening the traffic administration systems of SPC switches to serve the needs of competitive telecommunication markets
4. Using telecommunication and telematics to enhance learning environments for development
5. Collaboration between sectors of public interest and telecommunication operators
6. Year 2000 - Millennium problem
7. Study of various mechanisms by which to promote the development of new telecommunication technologies for rural applications
8. Promotion of infrastructure and use of the Internet in developing countries*

* Focus Group created at the first meeting of Study Group 1 (Geneva, 10-12 September 1998).



1999



LISTE DES HOTELS DE GENEVE ET ENVIRONS ACCORDANT DES TARIFS PREFERENTIELS A L'UIT

LIST OF HOTELS IN GENEVA AND AREA ACCORDING SPECIAL RATES TO ITU

Ces tarifs spéciaux ne peuvent être obtenus que si la réservation est faite directement auprès de l'hôtel, et sans aucun intermédiaire.

Special ITU tariffs can only be obtained when the booking is made without intermediary directly at the hotel.

HOTELS *****

HOTEL D'ANGLETERRE

17, Quai du Mont-Blanc
1201 GENEVE
tel +41 22 906 55 55
fax +41 22 906 55 56

standard
superior
deluxe
breakfast

CHF 310
CHF 390
CHF 460
CHF 32

service, VAT and city tax included
free entrance to fitness/sauna included
suite on request

HOTEL BEAU RIVAGE

13, quai du Mont-Blanc
1201 GENEVE
tel +41 22 716 68 25
fax +41 22 716 60 65
E-mail: reservation@beau-rivage.ch

SGL
DBL
junior suite
breakfast

CHF 275 to 360
CHF 275 to 460
CHF 680 to 1080
CHF 26 to 34

service and VAT included
Special rate after 7 days

HOTEL INTERCONTINENTAL

7-9, Petit-Saconnex
1211 GENEVE
tel +41 22 919 39 39
fax +41 22 919 38 38 - tlx 412921

SGL
DBL

CHF 197,50
CHF 250

service and VAT included
walking distance from ITU

HOTEL NOGA-HILTON

19, quai du Mont-Blanc
1201 GENEVE
tel +41 22 908 90 81
fax +41 22 908 90 90 - tx 412337
<http://www.hiltongeneve.ch>

SGL
DBL

CHF 230 to 270
CHF 280 to 320

service and VAT included.

HOTEL DE LA PAIX

11, quai du Mont-Blanc
1201 GENEVE
tel +41 22 909 60 00
fax +41 22 909 60 01
<http://www.paix-geneva.ch>

SGL
DBL

CHF 180
CHF 220

service and buffet breakfast included

HOTEL PRESIDENT WILSON

47, quai Wilson
1211 GENEVE 21
tel +41 22 906 66 66
fax +41 22 906 66 67 - tx 412 328

SGL
DBL
Junior suite
breakfast

CHF 200 to 420
CHF 230 to 420
CHF 750
CHF 23 to 32

service and VAT included.

RAMADA HOTEL

19, rue de Zurich
1211 GENEVE 1
tel +41 22 909 91 20
fax +41 22 909 90 02
E-mail: info@ramada.ch

standard room
luxury/executiv
Studio
Breakfast
Studio (*)

CHF 180
CHF 225 to 240
CHF 100 (*)
CHF 19 to 28
CHF 100

service and VAT included.

(*) Minimum 7 days in studio

HOTEL LA RESERVE

301, route de Lausanne
1293 BELLEVUE-GENEVE
tel +41 22 959.86.88
fax +41 22 959.85.88

SGL
DBL
breakfast

CHF 220
CHF 300
CHF 28

service and VAT included
free entrance to swimming pool, sauna, jacuzzi
tennis - free parking

HOTEL DU RHONE

Quai Turretini, 1
1201 GENEVE
tel +41 22 909.00.00
fax +41 22 909 00 10
<http://www.hoteldurhone.com>

SGL
DBL
junior
suite
Breakfast

CHF 340 to 395
CHF 430
CHF 560
CHF 22 to 32

service and VAT included

HOTEL LE RICHEMOND

Jardin Brunswick
1211 GENEVE 1
tel + 41 22 731 14 00
fax + 41 22 731 67 09
<http://WWW.RICHEMOND.CH>

SGL
DBL
junior ste
suite
breakfast

CHF 270 to 320
CHF 350
CHF 595
From CHF 1020
CHF 31 to 37

service and VAT included
+ CHF 30,- per per. Lake view

HOTEL SOFITEL GENEVE

18-20, rue du Cendrier
1201 GENEVE
tel +41 22 908 80 80
fax +41 22 908 80 81

SGL
DBL

CHF 195 to 245
CHF 245

service, VAT, city tax and buffet breakfast included

HOTELS ****

HOTEL AUTEUIL

33, rue de Lausanne
1201 GENEVE
tel +41 22 731 44 00
fax +41 22 738 74 92
<http://www.manotel.com>

SGL
DBL

CHF 143
CHF 170

service, VAT, buffet breakfast included.
Shuttle airport/hotel or return CHF 9,-

HOTEL DE BERNE

26, rue de Berne
1201 GENEVE
tel +41 22 731 60 00
fax +41 22 731 11 73
<http://www.bernehotel.ch>

SGL
DBL

CHF 145
CHF 175

service, taxes and breakfast included

HOTEL BRISTOL

10, rue du Mont-Blanc
1201 GENEVE
tel +41 22 716 57 00
fax +41 22 738 90 39 -
<http://www.bristol.ch>

SGL
DBL
Junior Suite
breakfast

CHF 214
CHF 245
CHF 332
CHF 20 to 27

service and VAT included
Rooms refurbished (air-conditioning -
Fitness)

HOTEL CARLTON

22, rue Amat
1202 GENEVE
tel +41 22 908 68 50
fax +41 22 908 68 68

SGL
DBL

CHF 150
CHF 190

service, VAT and breakfast included
Free shuttle from airport or railway station to
hotel and return
Kitchenette as from 6 days (+ CHF 20 per day)

HOTEL CHURCHILL

15, rue du Simplon
1207 GENEVE
tel +41 22 700 88 88
fax +41 22 700 88 78

SGL
DBL

CHF128
CHF 138

breakfast included

HOTEL CORNAVIN

Place de la Gare
1201 GENEVE
tel +41 22 716 12 12
fax +41 22 716 12 00

SGL
DBL

CHF 148 to 188
CHF 204 to 244

breakfast, city tax, service and VAT included

HOTEL DIPLOMATE

46, rue Terrassière
1207 GENEVE
tel : +41 22 735 30 79
fax :+41 22 735 06 61

SGL
DBL

CHF 110 to 128
CHF 128 to 138

tax and breakfast included

HOTEL EPSOM

18-20, rue Richemont
1202 GENEVE
tel +41 22 732 08 35
fax +41 22 738 85 47

SGL
DBL

CHF 143
CHF 170

service, VAT, taxes, buffet breakfast included.
Shuttle airport/hotel CHF 9,-
<http://www.manotel.com>

FORUM PARK HOTEL GENEVE

(ex Penta)
75-77, avenue Louis Casai
1216 COINTRIN - GENEVE
tel +41 22 710 30 00
fax +41 22 710 31
www.forumparkhotel.ch

SGL
DBL

CHF 170
CHF 200

service, VAT and buffet breakfast included
Free shuttle between airport and hotel
Free entrance to sauna and fitness
Free parking
Non smoking rooms.

<u>HOTEL GRAND-PRE</u> 35, rue du Grand-Pré 1202 GENEVE tel +41 22 918 11 11 fax +41 22 734 76 91 GRAND-PRE@CNSA.CH	SGL DBL	CHF 150 to 170 CHF 215 to 235	service, tax, VAT and breakfast included Free shuttle every day from 7AM to 9PM between airport, hotel and Cornavin railway station
<u>HOLIDAY INN CROWNE PLAZA</u> 26, voie de Moens 1218 GRAND-SACONNEX - GE tel +41 22 791 00 11 fax +41 22 798 92 73 - tx 415695	SGL DBL junior ste breakfast Special package*	CHF 155 CHF 185 to 220 CHF 240 to 560 CHF 26 CHF 167	service and VAT included Free shuttle between airport and hotel *Special package for International Org. includes breakfast, bus ticket or free parking, city tax, free entrance to fitness.
<u>HOTEL-ROTISSERIE DU LAC</u> Grand-Rue 1296 COPPET - VD tel +41 22 776 15 21 fax +41 22 776 53 46	SGL DBL Suite breakfast	CHF120 to 135 CHF 135 to 170 CHF270 to 320 CHF 20	service and VAT included
<u>HOTEL LE MONTBRILLANT</u> 2, rue de Montbrillant 1201 GENEVE tel +41 22 733 77 84 fax +41 22 733 25 11	SGL DBL Triple Studio	CHF 115 to 145 CHF175 CHF 205 CHF 145 to 205	service, VAT, city tax included (breakfast not included when staying in studio)
<u>MÖVENPICK HOTEL</u> 20, route de Pré-Bois 1215 GENEVE 15 AEROPORT tel +41 22 798 75 75 fax +41 22 791 02 84 http://www.movenpick.geneva.ch	Standard Supérieure Plaza/Delu breakfast	CHF 175 CHF 215 CHF 235 to 255 CHF 25	service, taxes, VAT included Free shuttle between airport and hotel Free entrance to fitness.
<u>HOTEL REX MANOTEL</u> 44, avenue Wendt 1203 GENEVE tel +41 22 345 71 50 fax +41 22 344 04 20 - tx 415890	SGL DBL	CHF 100 to 125 CHF 163	service, taxes VAT and breakfast included Shuttle airport/hotel CHF 9 Direct bus to ITU (No 11 http://www.manotel.com
<u>HOTEL ROYAL</u> 41, rue de Lausanne 1202 GENEVE tel +41 22 906 13 57 fax +41 22 738 85 57	SGL DBL	CHF 143 CHF 170	service, taxes, VAT, and breakfast included. Shuttle airport/hotel CHF 9,- http://www.manotel.com
<u>VOLTAIRE PALACE HOTEL - FERNEY-VOLTAIRE (France)</u> Avenue du Jura F-01212 FERNEY-VOLTAIRE tel +33 4 50 40 77 90 fax +33 4 50 40 98 36 volhotel@iprolink.fr	SGL DBL	FRF 525 FRF 675	service, taxes and buffet breakfast included Free shuttle between hotel/airport/railway station and Palexpo. Free parking.
<u>HOTEL WARWICK</u> 14, rue de Lausanne 1201 GENEVE tel +41 22 731 33 26 fax +41 22 738 49 02 - tx 412731	SGL/DBL Suites Breakfast	CHF 170 to 202 + 20 % CHF 9 to 26	service, VAT and breakfast included. Free train ticket between railway station and airport Reduced rates in winter and for suite (- 20%)
HOTELS ***			
<u>HOTEL LES ALPES</u> 14 rue des Alpes 1201 GENEVE tel +41 22 731 22 00 fax +41 22 731 16 89	SGL DBL TRP	CHF 128 CHF 150 CHF 170	service, VAT, taxes and breakfast included.
<u>HOTEL ASCOT</u> 55, rue Rothschild 1202 GENEVE tel +41 22 731 76 04 fax +41 22 738 85 68 http://www.manotel.com	SGL DBL	CHF 126 CHF 150	service, VAT, taxes breakfast included. Shuttle airport/hotel and back CHF 9,-

CADETT MÖVENPICK HOTEL

21, avenue de Mategnin
1217 MEYRIN - GENEVE
tel +41 22 989 90 00
fax +41 22 989 99 99

stand. room
sup. room
breakfast

CHF 135
CHF 180
CHF 19

for 1 or 2 persons, service taxes ,VAT included
" " " " "
Monthly rate on request.
Free shuttle between airport and hotel

HOTEL CHANTILLY

27, rue de la Navigation
1201 GENEVE
tel +41 22 731 11 07
fax +41 22 738 85 27

SGL
DBL

CHF 126
CHF 150

service, taxes VAT, breakfast included.
Shuttle airport/hotel and back CHF 9,-
<http://www.manotel.com>

HOTEL CHAVANNES DE BOGIS

Les Champs Blancs
1279 CHAVANNES DE BOGIS - VD
tel +41 22 776 47 11
fax +41 22 776 49 80

SGL
DBL
3 pers.
Suite
Spec.Pack*

CHF 85 to 100
CHF 105 to 120
CHF 140
CHF 200 to 260
CHF 149 to 189

service, VAT, city tax and breakfast included
Free shuttle between airport, railway station, Palexpo
* Special package."Drive & Sleep" including room
(single or double occupancy), breakfast, car
(unlimited mileage)

HOTEL CRISTAL - FASSBIND

4, rue Pradier
1201 GENEVE
tel +41 22 731 34 00
fax +41 22 731 70 78
cornavin@iprolink.ch

SGL
DBL

CHF 133 to 158
CHF 197 to 223

service, city tax, VAT and breakfast included

HOTEL DRAKE-LONGCHAMP

7, rue Butini
1202 GENEVE
tel +41 22 731 67 50
fax +41 22 738 00 07 -

SGL
DBL
TRP

CHF 139
CHF 179
CHF 199

breakfast included.

HOTEL EDELWEISS

2, place de la Navigation
1201 GENEVE
tel +41 22 731 36 58
fax +41 22 738 85 33

SGL
DBL

CHF 126
CHF 150

service, taxes, VAT, buffet breakfast included.
Shuttle airport/hotel CHF 9,-
Swiss atmosphere
<http://www.manotel.com>

HOTEL EDEN

135, rue de Lausanne
1202 GENEVE
tel +41 22 732 65 40
fax +41 22 731 52 60
<http://www.eden.ch>

SGL
DBL

CHF 148
CHF 190

service, taxes, VAT and breakfast included rooms
Air conditionned
Internet access & modem connection

HOTEL FRANTOUR SAVOY

8, place de Cornavin
1201 GENEVE
tel +41 22 906 47 00
fax +41 22 906 47 90

SGL
DBL

CHF 128
CHF 150

service, taxes and breakfast included

HOTEL INTERNATIONAL ET TERMINUS

20, rue des Alpes
1201 GENEVE
tel +41 22 732 80 95
fax+41 22 732 18 43

SGL
DBL

CHF 95 to 125
CHF 138

service, VAT and buffet breakfast included

HOTEL MEDIAN

Chemin de Colovrex
F - 01210 FERNEY-VOLTAIRE
tel + 33 4 50 28 00 50
fax+ 33 4 50 42 88 93

Standard
Suite
Breakfast

FRF 340 to 380
FRF 445 to 495
FRF42

service, VAT and buffet breakfast included
Free airport shuttle

HOTEL MODERNE

1, rue de Berne
1201 GENEVE
tel +41 22 732 81 00
fax +41 22 738 26 58

SGL
DBL

CHF 60 to 115
CHF 145 to 155

service, taxes, VAT and buffet breakfast included

HOTEL MON REPOS

131, rue de Lausanne
1202 GENEVE
tel +41 22 732 80 10
fax +41 22 732 85 95
reservations@hmrge.ch
<http://www.hmrge.ch>

SGL
DBL
Jun.suite

CHF 133
CHF 178
CHF 243

service, taxes, VAT and buffet breakfast included
shuttle between hotel/airport and ITU on request
New telephone numbers as from February 1999
Tel 022/909 39 09 - Fax 022/909 39 93

HOTEL MONTANA

23, rue des Alpes	SGL	CHF 108 to 118	service, taxes and breakfast included
1201 GENEVE	DBL	CHF 140	special rates on request for long stay
tel +41 22 732 08 40			
fax +41 22 738 25 11			
E-mail: hotel.montana@span.ch			

HOTEL RESIDENCE LES NATIONS

62, rue du Grand-Pré	SGL	CHF 123	service, VAT and breakfast included
1202 GENEVE	DBL	CHF 180	special rate for long stay
tel +41 22 734 30 03	TRP	CHF 220	Kitchenette on request (CHF 10,- per day)
fax +41 22 734 38 84			

SAGITTA HOTEL

6, rue de la Flèche		SGL	DBL	service, taxes, VAT and breakfast included
1207 GENEVE	Studio	CHF 139	CHF 179	weekly and monthly rates available.
tel +41 22 786 33 61	Junior Suite	CHF 179	CHF 219	
fax +41 22 849.81.10	Appartement	CHF 259	CHF 299	* breakfast not included when staying in Residence

HOTEL STRASBOURG-UNIVERS

10, rue Pradier	SGL	CHF 110	service, VAT , city tax and breakfast included
1201 GENEVE	DBL	CHF 160	
tel +41 22 906 58 00			
fax +41 22 738 42 08			
www.hotel-strasbourg-geneva.ch			

HOTEL WINDSOR

31, rue de Berne	SGL	CHF 110	service, VAT and breakfast included
1201 GENEVE	DBL	CHF 150	
tel +41 22 731 71 30			
fax +41 22 731 93 25			

HOTELS ****HOTEL BEAU-SITE**

3, Place du Cirque	SGL	CHF 52 to 63	service, taxes, VAT and breakfast included
1204 GENEVE	DBL	CHF 74 to 83	
tel +41 22 328 10 08	3 beds	CHF 93 to 100	
fax +41 22 329 23 64	4 beds	CHF 101 to 107	

HOTEL LUSERNA

12, avenue de Luserna	SGL	CHF 60 to 120	service, taxes, VAT and breakfast included
1203 GENEVE	DBL	CHF 80 to 130	direct bus to ITU (N. 11)
tel +41 22 345 46 76	3 beds	CHF 100 to 150	Free parking
fax +41 22 344 49 36	4 beds	CHF 120 to 170	

HOTEL RIO

1, Place Isaac-Mercier	SGL	CHF 64 to 85	service, taxes, VAT and breakfast included
1204 GENEVE	DBL	CHF 84 to 125	
tel + 41 22 732 32 64			
fax + 41 22 732 82 64			
http://geneva.yop.ch/hotels/rio			

RESIDENCES**A.B. JAKIR - STUDIOS-APPARTEMENTS**

16, rue Gautier	studio 1	CHF 100	per night (minimum 10 nights)
1201 GENEVE	or 2 pers.	CHF 1700	per month
tel & fax +41 22 731 49 46		CHF 1600	per month (stay of 2 months)
Mobile : +41 79 60 62 751		CHF 1500	per month (stay of more than 2 months)
Email : jakir@bluewin.ch			

AUBERGE DU GRAND SACONNEX

175, route de Ferney	studio 2	CHF	As from 1 February 1999
1218 GRAND SACONNEX	to 4 pers.	CHF	On request
tel + 33 4 50 72 95 40			
fax + 33 4 50 72 95 43			

RESIDENCE ST-JAMES

3, rue Versonnex
1207 GENEVE
tel + 41 22 849 91 00
fax + 41 22 736 43 74

Studio CHF 130 to 180
Apartment CHF 235 to 385
breakfast CHF 13

service, VAT and taxes included
weekly and monthly rates available

RESIDENCE LES CITADINES - FERNEY-VOLTAIRE - FRANCE

34, route de Genève
F-01210 FERNEY-VOLTAIRE
tel +33 4 50 42 61 61
fax +33 4 50 40 91 24

Studio FRF 380
FRF 360
2 rooms FRF 505
FRF 490

per day (from 1 to 6 nights)
per month, from 28 days to 3 months
per day (From 1 to 6 nights)
per month, from 28 days to 3 months
reduced rates for stay from 6 to 27 nights and more
than 3 months

RESIDENCE LES CITADINES - GAILLARD (France)

102, rue de Genève
F-74240 GAILLARD
tel +33 4 50 87 75 00
fax +33 4 50 87 75 75
<http://www.citadines.com>
gaillard@citadines.com

Studio FRF 230
FRF 220
2 rooms FRF 310
FRF 300

per day
per day (stay after 6 days)
per day
per day (stay after 6 days)
Hotel service on request - reduced rate for stay of
more than 28 days

RESIDENCE ORION - GAILLARD - FRANCE

1 place Porte de France
F-74240 GAILLARD
tel +33 4 50.87.60.60
fax +33 4 50.87.60.80

Studio 1 /2 pers FRF 220
FRF 210
Apt. 1 to 4 pers. FRF 300
FRF 290

per day
per day (stay after 6 days)
per day
per day (stay after 6 days)
Reduced rate for stay of more than 28 days

RESIDENCE LA RESERVE - FERNEY-VOLTAIRE - FRANCE

3, avenue du Jura
F-01210 FERNEY-VOLTAIRE
tel +33 4 50 40 30 20
fax +33 4 50 40 30 00 - tx 309517

Studio FRF 530 to 635
2 rooms FRF895 to 1520
3 rooms FRF2045

Special rates for more than 4 days
Free entrance to swimming pool, sauna, fitness



UNION INTERNATIONALE DES TELECOMMUNICATIONS
INTERNATIONAL TELECOMMUNICATION UNION
UNIÓN INTERNACIONAL DE TELECOMUNICACIONES



Place des Nations
CH 1211 Genève 20

Téléphone National (022) 730 51 11
International +41 22 730 51 11

Tg : BURINTERNA GENEVE
Télex : 421 000 UIT CH

TELEFAX
+41 22 733 72 56

TELETEX
228 46815100=uit

FORMULAIRE DE RESERVATION D'HÔTEL
HOTEL RESERVATION FORM
FORMULARIO DE RESERVACIÓN DE HOTEL

Ce formulaire de confirmation est à **adresser directement à l'hôtel** de votre choix
*This confirmation form **should be sent directly to the hotel** of your choice*
Dirija directamente este formulario de confirmación **al hotel** de su elección.

Réunion du au Genève
Meeting from *to* *Geneva*
Reunión del al Ginebra

Confirmation de la réservation faite le à l'hôtel
Confirmation of the reservation made on *to hotel*.....
Confirmación de la reserva efectuada el al hotel

au prix préférentiel offert à l'UIT / at ITU preferential tariff / al precio preferencial ofrecido a la UIT

..... chambre simple/double du heure d'arrivée au
..... *single/double room* *from* *time of arrival* *to*
..... habitación ind./doble del hora de llegada al

Nom / *Name* / Apellido

Prénom / *First name* / Nombre

Adresse / *Address* / Dirección Tel:

..... Fax:

.....

Carte de crédit en garantie de la réservation

Credit card to guarantee this reservation (AX/VISA/DINERS/EC)

Tarjeta de crédito que garantiza la reserva autre/other/otras

N° validité/validity/validez

Date/Date/Fecha Signature/Signature/Firma