

# INTERNATIONAL TELECOMMUNICATION UNION

General Secretariat



Ref: DM-04/1154  
TSB/ST

23 September 2004

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cc: Chairmen of ITU-T Study Groups 2 and 3

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Subject: **Invitation to the second meeting of the Council Working Group on the International Telecommunication Regulations, Geneva 6 – 7 December 2004**

Dear Colleagues,

1 Pursuant to Resolution 121 (Marrakesh, 2002), a Council Working Group on International Telecommunication Regulations (ITR) has been established to review the ITR and to report to Council. This Working Group is open to all Member States, whose delegation may include appropriate legal, regulatory and technical experts.

2 The second meeting of this Group will take place in Geneva (Room B1, Second basement of the ITU Tower building) on 6 – 7 December 2004 just before the Global Symposium for Regulators (GRS) event. A draft agenda is attached (**Annex 1**). Member States and experts nominated by them are invited to attend. The meeting will open at 0930 hours on Monday 6 December 2004 and registration will be possible from 0830 hours on that day in the second basement of the ITU Tower building. Registration of participants should be by letter or fax (fax No: +41 22 730 5881) as soon as possible but **not later than 22 November 2004**. The registration form is in **Annex 2** (one form to be completed for each participant). List of hotels for delegates to ITU meetings and confirmation form are available at <http://www.itu.int/travel/>.

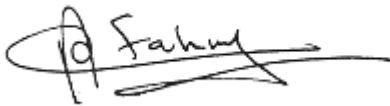
3 A web page has been established for the Working Group at: <http://www.itu.int/ITU-T/itr/>. Documents for the meeting as well as any relevant information will be posted there. The e-mail multi-list address established for this Working Group will continue to function in order to facilitate message distribution and electronic working. Registration for this e-mail reflector may be arranged on-line by completing the registration form which can be found on Working Group website.

4 For your convenience, wireless LAN facilities are available in the ITU main conference room areas for participants' use. Detailed information is available on the ITU-T website (<http://www.itu.int/ITU-T/edh/faqs-support.html>).

5 We would remind you that citizens of some countries are required to obtain a visa in order to enter and spend time in Switzerland. The visa must be requested and obtained from the office (embassy or consulate) representing Switzerland in your country or, if there is no such office in your country, from the one that is closest to the country of departure. If problems are encountered, the Union can, at the official request of the administration or company you represent, approach the competent Swiss authorities in order to facilitate delivery of the visa. Any such request must specify the name and functions of the individual(s) for whom the visa(s) is/are requested and be accompanied by a copy of the registration form approved for the ITU conference or meeting in question.

6 Any input documents (contributions) for consideration at the meeting of the ad hoc group should be submitted to the ITR secretariat, preferably in electronic form, using the model available at the meeting web site mentioned above, to [WG-ITR@itu.int](mailto:WG-ITR@itu.int) **no later than 15 November 2004** in order to facilitate production and distribution for the meeting. Administrations are also invited to respond to the DM-1141 of 22 June 2004 (<http://www.itu.int/ITU-T/ITR/>), concerning a questionnaire on the International Telecommunication Regulations.

Yours sincerely,

A handwritten signature in black ink, appearing to read 'Alaa Fahmy', with a long horizontal flourish extending to the right.

Alaa Fahmy,  
Chairman, Council Working Group on ITRs

**Enc.:** Draft Agenda; Registration Form.

## ANNEX 1

INTERNATIONAL TELECOMMUNICATION UNION



### **WORKING GROUP ON THE INTERNATIONAL TELECOMMUNICATION REGULATIONS**

Working Document:  
WD-ITR 2/01-E

6/12/2004

Original: English

GENEVA — SECOND MEETING — 6 – 7 DECEMBER, 2004

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#### **Chairman of the Council Working Group on ITRs**

**Second Meeting  
Room B1, Second basement of the ITU Tower building  
ITU Headquarters, Geneva  
6 – 7 December 2004**

#### *Draft agenda*

1. Opening of the meeting
2. Adoption of the Agenda
3. Review of the previous meeting report
4. Report of Sub-group 1
5. Examination of replies to questionnaire and contributions: an overview
- 6.1. Report of Sub-group 2 (Review of current ITR)
- 6.2. Classification of ITR provisions which should be terminated, retained in the ITR, transferred to the CS or CV, or embodied in ITU Recommendations
- 7.1. Report of Sub-group 3 (New Issues)
- 7.2. Examination of possible new provisions in the ITR
- 7.3. Examination of possible new issues that may be the subject of ITU Recommendations
8. Future work programme
9. Other business
10. Closure of the meeting



## ANNEX 2

**Groupe du travail du Conseil ; Révision du règlement des  
télécommunications internationales**

Genève, 6 – 7 décembre 2004

**Working group of the Council on Review of the International  
Telecommunication Regulations**

Geneva, 6 – 7 December 2004

**Grupo de trabajo del Consejo; Revisión del Reglamento de  
las Telecomunicaciones Internacionales**

Ginebra, 6 – 7 diciembre de 2004



### Formulaire d'inscription - Registration form - Formulario de inscripción

(A retourner au Secrétariat général (Bureau T.1313 / Fax +41 22 730 58 81) avant le)  
(To be returned to the General Secretariat (Office T.1313 / Fax +41 22 730 58 81) by)  
(Devuélvase al la Oficina de la Secretaría General (Oficina T.1313 / Fax +41 22 730 58 81) antes del)

**22.11.2004**

#### Réprésentation / Representation / Representación:

Etat Membre / Member State / Estado Miembro

M/Mr./Sr.  Mme/Mrs./Sra.  Mlle/Miss/Srta.  Ms

Nom/Family name/Apellido: \_\_\_\_\_ Prénom/First name/Nombre: \_\_\_\_\_

Accompagné de (Membre(s) de famille) - à spécifier, s.v.p.  
Accompanied by (Family member(s)) - please specify \_\_\_\_\_  
Acompañado por (Miembro(s) de la Familia) - por favor, especificar \_\_\_\_\_

Titre officiel dans l'Administration:  
Official title in Administration: \_\_\_\_\_  
Título oficial en su Administración: \_\_\_\_\_

Nom et adresse complète de l'Administration :  
Name and complete address of Administration : \_\_\_\_\_  
Nombre y dirección completa de la Administración \_\_\_\_\_

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Tel:	Fax:
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E-mail:
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**Adresse personnelle (facultatif) / Home address (optional) / Dirección personal (facultativo)**  
Tel: \_\_\_\_\_

**Hôtel/Adresse à Genève (voir Note) / Hotel/Address in Geneva (see Note) / Hotel/Dirección en Ginebra (véase Nota)**

Tel: \_\_\_\_\_

Note: La réservation doit se faire DIRECTEMENT avec l'Hôtel et non par le biais de l'UIT.

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.

Date/Fecha: \_\_\_\_\_ Signature/Firma: \_\_\_\_\_