

INTERNATIONAL TELECOMMUNICATION UNION



*Telecommunication
Standardization Bureau*

Geneva, 30 January 2001

Ref: **TSB Circular 1bis (REMINDER)** -To Administrations of Member States of the Union;
-To ITU-T Sector Members;
-To ITU-T Associates

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Subject: **Study Period 2001-2004**
- **Request for contacts and addresses for the TSB database**
- **ITU-T and TSB documentation**

Dear Sir/Madam,

By **TSB Circular 1** dated 23 November 2000, I invited Member States, ITU-T Sector Members and ITU-T Associates to send me the names and addresses of their contact persons and inform me how they wish to receive ITU-T documentation (paper copies or download from the ITU-T website).

The circular set a deadline of 15 January 2001 for returning Annexes 3 (contact details) and 4 (ITU-T documentation) to TSB.

However, a number of Member States, ITU-T Sector Members and ITU-T Associates have not yet replied. Since the dispatch of documents, using our new list of addresses, will begin on **15 February 2001**, I should be extremely grateful if you would supply as a matter of urgency the information requested by TSB Circular 1 of 23 November 2000. Otherwise, members who have failed to reply **will cease receiving paper copies of the documents for the new study period**.

I would point out that there can be no question of sending documents retroactively at a later stage, owing to the costs involved.

Unless you reply by **15 February 2001**, I shall assume that your organization **does not wish to receive ITU-T study group documents**, in which case it will be sent only TSB circulars.

Naturally, if you have already replied to TSB Circular 1, please disregard this reminder.

Yours faithfully,

A handwritten signature in black ink, consisting of stylized Chinese characters. The characters appear to be '赵子麟' (Zhao Zilun), which matches the printed name below. The signature is written in a cursive style with some overlapping strokes.

H. Zhao
Director of the Telecommunication
Standardization Bureau