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| **电信标准化局** | **logo_C_** |
|  |  |

2010年6月17日，日内瓦

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| --- | --- | --- |
| 文号： | **电信标准化局第4/12号集体函** |  |
| 电话： 传真：  电子 邮件： | +41 22 730 5780 +41 22 730 5853  [tsbsg12@itu.int](mailto:tsbsg12@itu.int) | 致国际电联各成员国主管部门、 ITU-T部门成员和参加第12研究组 工作的ITU-T部门准成员 |

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| 事由： | **第2/12研究组的会议 2010年9月17日，柏林** |

尊敬的先生/女士：

1 应德意志电信公司实验室（Deutsche Telekom AG Laboratories）的盛情邀请，并按照第12研究组上一次会议（2010年5月18-27日，日内瓦）达成的协议，我谨通知您，第2/12研究组（多媒体质量的客观模型和工具）第2/12工作组（性能、服务质量及体验质量）将于2010年9月17日在柏林召开会议。

第2/12工作组会议的目的是批准P.OLQA 建议书(第9/12号课题) 并就“P.NBAMS呼吁提交模型”（第14/12号课题）达成一致意见。会议之前将召开第9、14和17/12号课题的联合报告人组会议（2010年9月15-17日）。

第2/12工作组会议将于9月17日14:00时开始。与会者的注册工作将自13:30分起在会场开始（见附件2）。

2 由第2/12工作组主席Klemens Adler先生起草的议程草案见本函**附件1**。

3 **附件2**是主办方提供的实用信息。

4 请注意，继TSAG在2010年2月8-11日的会议上进行磋商之后，并在与ITU-T各研究组主席达成一致的基础上，电信标准化局目前试行应在会议召开日的至少十二（12）个日历日以前收到文稿。这类文稿将在第12研究组网站上发布，因而必须在**2010年9月4日之前**寄达电信标准化局。按照现行规定，对于在会议开始日至少两个月之前收到的文稿，可以应要求予以翻译。

欢迎与会者以第12研究组主页上提供的网上提交表格或电子邮件的方式向以下地址提交文稿：[tsbsg12@itu.int](mailto:tsbsg12@itu.int)。详尽指南见ITU-T网站。

我们大力提倡您使用已制作出的一套模版，它们既能够使ITU-T文件的格式保持一致，又可以方便文件制作、提高效率。这些模版可以在ITU-T各研究组网页中的“代表资源”（Delegate Resources）（[http://www.itu.int/ITU‑T/studygroups/templates/index.html](http://www.itu.int/ITUT/studygroups/templates/index.html)）处找到。

为了解决与文稿有关的问题，请在文稿上注明联系人的姓名、传真和电话号码以及电子邮件地址。因此，务请在所有文件的首页注明这些细节。

5 为了便于电信标准化局进行文件制作和会议组织方面的必要安排，我希望您能通过信函、传真（号码：+41 22 730 5853）或电子邮件（[tsbreg@itu.int](mailto:tsbreg@itu.int)）的方式尽早、但**不迟于2010年8月17日**将代表贵主管部门、部门成员、部门准成员、区域性组织和/或国际组织或其它实体出席会议的人员名单发至我处，同时，希望各主管部门注明其代表团团长（如果有副团长，亦盼一并注明）的姓名。

**6** **请注意，ITU-T会议的与会者只能通过ITU-T网址进行网上预注册：**[**http://www.itu.int/ITU-T/studygroups/com12/index.asp**](http://www.itu.int/ITU-T/studygroups/com12/index.asp)。

7 第2/12工作组与其主席Klemens Adler先生达成一致意见，将采取进一步的步骤，努力实现全电子化的工作环境，因此，会议将以无纸会议的形式进行。

8我们高兴地通知您，国际电联将提供数量有限的若干份非全额与会补贴（或是经济舱机票，或是住宿费和用于支付餐饮和杂项费用的每日生活补贴），以促进最不发达国家或低收入发展中国家代表的与会。申请时必须得到相关国际电联成员国主管部门的授权，而且一国仅能有一人申请。**附件3**中的与会补贴申请表应在**2010年8月17日**之前交回国际电联。请注意，在2008年世界电信标准化全会（WTSA-08）上，各代表团团长做出了承诺，他们将向其正副主席候选人提供必要的资源，以便相关人员在四年任职期内能够履行职责，因此他们已认识到，正副主席不会从国际电联得到任何财务资助。

9 我们谨在此提醒您，一些国家的公民需要获得签证才能入境瑞士并在此逗留。**签证必须至少在会议召开日的四（4）个星期前**向驻贵国的瑞士代表机构（使馆或领事馆）申请，并随后领取。如果贵国没有此类机构，则请向驻离贵国最近的国家的此类机构申请并领取。

建议需要邀请函和/或签证函进入德国的与会者与德国的联系人Ing. Alexander Raake博士教授或Anne Keller-Marz女士联系，其详细信息见附件2。

顺致敬意！

电信标准化局主任  
 马尔科姆•琼森

**附件：3件**

ANNEX 1  
(to TSB Collective letter 4/12)

Draft agenda for Working Party 2/12 meeting

(Berlin, 17 September 2010)

Friday, 17th September 2010, 2pm

1. Opening

2. Approval of the Agenda

3. Document allocation

4. Approval of the “P.NBAMS Call for Model Submission” Document – Q.14/12

5. Consent of draft new Recommendation P.863 (former P.OLQA) – Q.9/12

6. Approval of liaison documents

7. Any other business

8. Closure of the meeting

ANNEX 2  
(to TSB Collective letter 4/12)

Practical information

**Meeting venue**

Deutsche Telekom Laboratories  
Building TEL, 20th floor  
Ernst-Reuter-Platz 7  
10587 Berlin  
Germany

**Country/city information**

**Germany info:** <http://www.deutschland.de/Tourism.38+M52087573ab0.0.html>

**Berlin info:**<http://www.berlin.de/international/index.en.php>

**Visas requirements (contact person for invitation letter)**

Link: <http://www.auswaertiges-amt.de/diplo/en/Infoservice/FAQ/VisumFuerD/01-VisumNoetig.html>

If you have any further questions, please do not hesitate to contact us.

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| Prof. Dr.-Ing. Alexander Raake Assessment of IP-based Applications  Tel.:  +49308353-58462  Fax:  +49308353-58409  e-mail: [alexander.raake@telekom.de](mailto:alexander.raake@telekom.de)  <http://www.aipa.tu-berlin.de/> | or | Ms. Anne Keller-Marz Administration Assistant  Tel.:  +49308353-58809  Fax:  +49308353-58409  e-mail: [anne.keller-marz@telekom.de](mailto:jan.binder@telekom.de) |

Postal Address:

**TECHNISCHE UNIVERSITÄT BERLIN**

Fakultät IV, Elektrotechnik und Informatik  
Assessment of IP-based Applications  
Deutsche Telekom Laboratories  
Ernst-Reuter-Platz 7, Sekr. TEL 18-1  
D-10587 Berlin

**Customs regulations**

For information please see:

<http://www.zoll.de/english_version/a0_passenger_traffic/b0_third_country/a0_free_of_duty/index.html>

**Vaccination requirements**

None

**Medical facilities and nearest hospital**

Several hospitals nearby, close hospitals e.g.

DRK-Westend: <http://www.drk-kliniken-berlin.de/westend/krankenhaus-westend/>

**List of hotels, (preferential rates if any) and reservation procedure (with contact person details)**

**See map below for locations**

List of hotels near Deutsche Telekom Laboratories, Ernst-Reuter-Platz 7, 10587 Berlin:



**1 Hotel Gates**

Knesebeckstr. 8-9 Single room: 80,00 €

10623 Berlin Booking Code: Telekom 2010

Contact: Distance to:

Phone: +49 30 311 06 00 Airport: Berlin Tegel, 8,5 km

Fax: +49 30 312 20 60 Train station: Berlin Hauptbahnhof, 4,9 km

E-Mail: [info@hotel-gates.com](mailto:info@hotel-gates.com) Exhibition: Berlin ICC, 2,5 km

**2 Hotel Otto**

Knesebeckstr. 10 Single room: 80,00 €

10623 Berlin Booking Code: Telekom 2010

Contact: Distance to:

Phone: +49 30 54 71 00 80 Airport: Berlin Tegel, 8,5 km

Fax: +49 30 54 71 00 888 Train station: Berlin Hauptbahnhof, 4,9 km

E-Mail: [info@hotelotto.com](mailto:info@hotelotto.com) Exhibition: Berlin ICC, 2,5 km

**3 Berlin Excelsior Hotel**

Hardenbergstr. 14 Single room: 80,00 €

10623 Berlin Booking Code: Telekom 2010

Contact: Distance to:

Phone: +49 30 31 55-0 Airport: Berlin Tegel, 9 km

Fax: +49 30 31 55-10 02 Train station: Berlin Hauptbahnhof, 4,4 km

E-Mail: [info@hotel-excelsior.de](mailto:info@hotel-excelsior.de) Exhibition: Berlin ICC, 3 km

**4 Motel One**

Kantstr. 7-11a Single room: 63,00 €

10623 Berlin Booking Code: Telekom 2010

Contact:     Distance to:

Phone: +49 30 315 1736 0     Airport: Berlin Tegel, 7 km

Fax: +49 30 315 1736 10     Train station: Berlin Hauptbahnhof, 4,7 km

E-Mail: [berlin-kudamm@motel-one.com](mailto:berlin-kudamm@motel-one.com)     Exhibition: Berlin ICC, 5 km

**5 Ringhotel Chateau Berlin**

Knesebeckstr. 38 - 49 Single room: 77,00 €

10719 Berlin Booking Code: Telekom 2010

Contact: Distance to:

Phone: +49 30 889 1198 0 Airport: Berlin Tegel, 9 km

Fax: +49 30 889 1198 15 Train station: Berlin Hauptbahnhof, 5,4 km

E-Mail: [info@hotel-chateau-berlin.de](mailto:info@hotel-chateau-berlin.de) Exhibition: Berlin ICC, 3,4 km

**6 art'otel Berlin**

Joachimstaler Str. 28 Single room: 80,00 €

10719 Berlin Booking Code: Telekom 2010

Contact: Distance to:

Phone: +49 3088 44 7 0 Airport: Berlin Tegel, 11 km

Fax: +49 30 88 44 7-700 Train station: Berlin Hauptbahnhof, 5 km

E-Mail: [abkinfo@pphe.com](mailto:abkinfo@pphe.com) Exhibition: Berlin ICC, 5 km

**7 Econtel Berlin**

Sömmeringstr. 24-26 Single room: 72,00 €

10589 Berlin Booking Code: Telekom 2010

Contact: Distance to:

Phone: +49 30 3 46 81-0 Airport: Berlin Tegel, 3 km

Fax: +49 30 34 68 11 63 Train station: Berlin Hauptbahnhof, 4,8 km

E-Mail: [info@berlin.econtel.de](mailto:info@berlin.econtel.de) Exhibition: Berlin ICC, 3 km

**8 alfa**

Ufnaustr. 1 Single room: 80,00 €

10553 Berlin Booking Code: Telekom 2010

Contact: Distance to:

Phone: +49 30 2 02 13-5 00 Airport: Berlin Tegel, 4,5 km

Fax: +49 30 2 02 13-5 55 Train station: Berlin Hauptbahnhof, 4 km

E-Mail: [mike.reichwald@gold-inn.de](mailto:mike.reichwald@gold-inn.de) Exhibition: Berlin ICC, 5,2 km

**9 Hotel Adrema**

Gotzkowskystraße 20/21 Single room: 80,00 €

10555 Berlin Booking Code: Telekom 2010

Contact: Distance to:

Phone: +49 30 202 13 40 0 Airport: Berlin Tegel, 8,5 km

Fax: +49 30 202 13 444 Train station: Berlin Hauptbahnhof, 2,6 km

E-Mail: [info.BERADR@gold-inn.de](mailto:info.BERADR@gold-inn.de) Exhibition: Berlin ICC, 2,5 km

**How to reach Deutsche Telekom Laboratories**

If you are travelling to Deutsche Telekom Laboratories Berlin, you can travel by rail, air or car. The following overview shows the various points of arrival in Berlin, and which routes take you into the city.

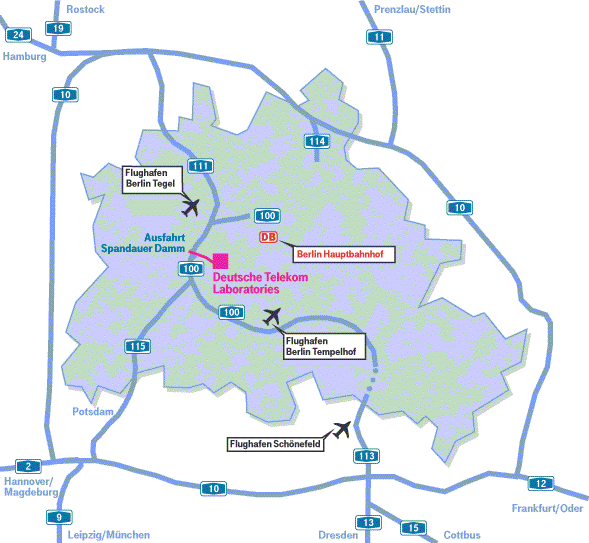
**Our address**

Deutsche Telekom AG

Deutsche Telekom Laboratories (18th floor)

Ernst-Reuter-Platz 7

10587 Berlin



**Arrival by airplane**

Using **public transportation** to Telekom Laboratories:

**From Tegel airport**

Take bus X9 heading towards S+U-Bahnhof Zoologischer Garten and get off at U-Bahnhof Ernst-Reuter-Platz. It will take approximately 20 minutes.

**From Schönefeld airport**

Take the free shuttle bus to the S-Bahn station Flughafen Berlin-Schönefeld.

There, take the AirportExpress train (DB RE4 or DB RE5; heading towards Rathenow or Rostock (the AirportExpress departs approximately every 30 minutes). Get off at the Zoologischer Garten station. Next, take the U-Bahn line U2 heading towards Ruhleben and get off at Ernst-Reuter-Platz. In total, it will take approximately 45 minutes.





**Travelling to Telekom Laboratories by car**

General remarks on travelling to Berlin by car:

If you are travelling to Berlin by car, it is best to take the highway or Stadtautobahn (see overview map). From the exit marked Kaiserdamm, it is approximately a 10-minute drive to Ernst-Reuter-Platz, depending on the traffic.

**Parking**

There is always plenty of (metered) parking in Bismarckstraße. Parking in Otto-Suhr-Allee is free of charge but can be a little bit farther from Ernst-Reuter-Platz.

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**Arriving from the north via the A 111**

Follow the A 111. This will automatically take you onto the A 100. Take the exit marked Kaiserdamm, and turn left into Knobelsdorffstraße. After crossing the autobahn turn right into Sophie-Charlotten-Straße. Turn left into Kaiserdamm at the next traffic light. Follow Kaiserdamm (it will turn into Bismarckstraße) until you reach Ernst-Reuter-Platz.

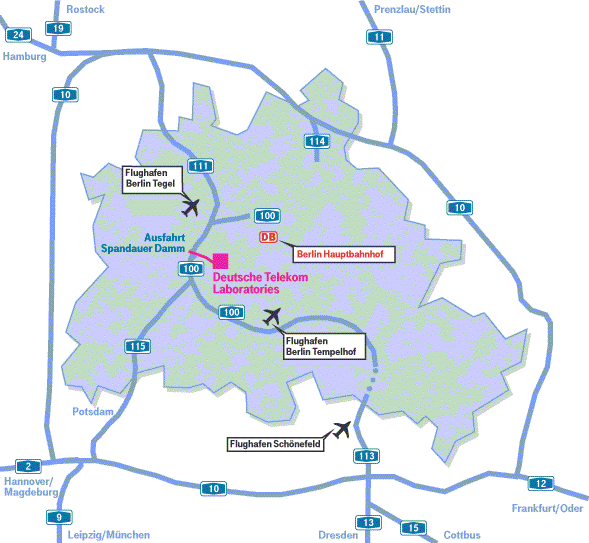
**Arriving from the south via the A 115 (Avus) or the A 100**

If you are arriving via the A 115 (Avus), please continue to the intersection Dreieck Funkturm. From there, take the A 100 heading towards Hamburg. Take the exit marked Kaiserdamm, turn right into Knobelsdorffstraße and turn right again at the next traffic light into Sophie-Charlotten-Straße. At the next traffic light, turn left into Kaiserdamm. Follow Kaiserdamm (it will turn into Bismarckstraße) until you reach Ernst-Reuter-Platz.

**Arrival by train**

Arriving at Berlin Hauptbahnhof railway station:

Take the Bus No. 245 heading towards S+U Zoologischer Garten. Get off at stop Marchstraße. The bus departs every 10 minutes from Invalidenstraße (just north of the station) and the trip takes about 20 minutes.





**Getting around in Berlin / in-town transport**

<http://www.bvg.de/index.php/en/index.html>

**Currency/credit cards/traveller cheques**

Euro/Credit cards mostly accepted in restaurants, but not normally in shops.

<http://www.oanda.com/lang/de/currency/converter/>

**Climate**

Most of Germany has a [temperate seasonal climate](http://en.wikipedia.org/wiki/Temperate) in which humid western winds predominate. The climate is moderated by the [North Atlantic Drift](http://en.wikipedia.org/wiki/North_Atlantic_Current), which is the northern extension of the [Gulf Stream](http://en.wikipedia.org/wiki/Gulf_Stream). This warmer water affects the areas bordering the North Sea including the area along the Rhine, which flows into the North Sea. Consequently in the north-west and the north, the climate is [oceanic](http://en.wikipedia.org/wiki/Oceanic_climate); [rainfall](http://en.wikipedia.org/wiki/Precipitation_%28meteorology%29) occurs year round with a maximum during summer.

Winters are mild and summers tend to be cool, though temperatures can exceed 30 [°C](http://en.wikipedia.org/wiki/Celsius) (86 [°F](http://en.wikipedia.org/wiki/Fahrenheit)) for prolonged periods. In the east, the climate is more [continental](http://en.wikipedia.org/wiki/Continental_climate); winters can be very cold, summers can be very warm, and long dry periods are often recorded. Central and southern Germany are transition regions which vary from moderately oceanic to continental. (Source: Wikipedia, June 10 2010)

**Time difference**

Timezone is CET

<http://www.weltzeit.de/zeitzonenkarte.php>

**Electricity**

220-240 V, 50 Hz, plugs see e.g. <http://www.powercords.co.uk/standard.htm>

ANNEX 3  
(to TSB Collective letter 4/12)

|  |  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- | --- |
|  | **ITU-T Working Party 2/12 meeting**  **Berlin, Germany, 17 September 2010** | | | | | |  |
| **Please return to:** | | | **ITU/BDT**  **Geneva (Switzerland)** | | **E-mail :** [**bdtfellowships@itu.int**](mailto:bdtfellowships@itu.int)  **Tel: +41 22 730 5487**  **Fax: +41 22 730 5778** | | | |
| **Request for a partial fellowship to be submitted before 17 August 2010** | | | | | | | |
|  | | | | Participation of women is encouraged | | |  | |
| **Country: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**  **Name of the Administration or Organization: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**  **Mr. / Ms. \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_(family name) \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_(given name)**  **Title: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_** | | | | | | | | |
| **Address: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**  **\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**  **Tel.: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Fax: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ E-Mail:\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**  **PASSPORT INFORMATION :**  **Date of birth: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**  **Nationality: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Passport number: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**  **Date of issue: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ In (place) : \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_Valid until (date): \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_** | | | | | | | | |
| CONDITIONS **(Please select your preference in “condition” 2 below)** | | | | | | | | |
| 1. One **partial** fellowship per eligible country. | | | | | | | | |
| 1. ITU will cover either one of the following: | | | | | | | | |
| □ **Economy class air ticket (duty station / Geneva / duty station).** | | | | | | | | |
| **□ Daily subsistence allowance intended to cover accommodation, meals & misc. expenses.**   1. It is imperative that fellows be present from the first day to the end of the meeting. | | | | | | | | |
| **Signature of fellowship candidate:** | | | | | | **Date:** | | |
| **TO VALIDATE FELLOWSHIP REQUEST, NAME, TITLE AND SIGNATURE OF CERTIFYING OFFICIAL DESIGNATING PARTICIPANT MUST BE COMPLETED BELOW WITH OFFICIAL STAMP.** | | | | | | | | |
| **Signature** | | | | | | **Date** | | |

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