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| itu_logo | **International telecommunication union****Telecommunication Standardization Bureau** |  |
|  | Geneva, 10 November 2015 |
| Ref: | **Addendum 1 toTSB Collective letter 9/11** | - To Administrations of Member States of the Union; - To ITU‑T Sector Members;- To ITU‑T Associates participating in the work of Study Group 11 and - To ITU Academia |
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| Subject: | **Meeting of ITU-T CASC and VoLTE/ViLTE workshop and WSC workshop on conformity assessment during (or back-to-back to) ITU-T Study Group 11 meeting** |

Dear Sir/Madam,

This addendum is issued to provide information about relevant events organized at ITU headquarters during (or back-to-back with) Study Group 11 meeting, Geneva, 2-11 December 2015.

I wish to draw your attention to the following events:

1 ITU-T Workshop on ***“Voice and Video Services Interoperability Over Fixed-Mobile Hybrid Environments, Including IMT-Advanced (LTE)”, Geneva, 1 December 2015***

As a follow-up to the call for action by the CTO meeting held on 11 October 2015 at Hungexpo in Budapest, Hungary, the International Telecommunication Union (ITU) is organizing a one-day workshop on *“Voice and Video Services Interoperability Over Fixed-Mobile Hybrid Environments, Including IMT-Advanced (LTE)”*. The workshop will take place at the ITU Headquarters in Geneva on 1 December 2015, back-to-back to ITU-T Study Group 11 (2-11 December 2015). SG11 participants are invited to join this event. More details are available on the dedicated workshop [web page](http://www.itu.int/en/ITU-T/Workshops-and-Seminars/conformity-interoperability/20150112/Pages/default.aspx). Also please see [ITU-T TSB Circular 179](http://www.itu.int/md/T13-TSB-CIR-0179/en).

2 WSC Workshop on ***“Conformity Assessment****”,* ***Geneva, 1-2 December******2015***

As a World Standards Collaboration (WSC) initiative, the International Electrotechnical Commission (IEC), the International Organization for Standardization (ISO) and the International Telecommunication Union (ITU) are organizing a workshop on *“Conformity Assessment”*. This event is scheduled to take place from 1 to 2 (1300 hours) December 2015 at the Palais des Nations which is the United Nations Office in Geneva (UNOG), Switzerland. The venue is located at walking distance from ITU headquarters. SG11 meeting will start in the afternoon of 2 December 2015, immediately after the end of this event, therefore SG11 experts who are interested in this topic, are invited to join this event. More details are available on the dedicated workshop [web page](http://www.wsccaworkshop.com/). Please also see [ITU-T TSB Circular 177](http://www.itu.int/md/T13-TSB-CIR-0177/en).

3 First meeting of ***“ITU-T Conformity Assessment Steering Committee (ITU-T CASC)”, Geneva, 3 December 2015***

The first meeting of the **ITU-T Conformity Assessment Steering Committee** **(ITU-T CASC)** is scheduled to take place on Thursday 3 December 2015 during the meeting of ITU-T SG11 (2‑11 December 2015). The Chairman, Mr Isaac Boateng (Ghana), will chair the meeting.

The Conformity Assessment Steering Committee ([ITU-T CASC](https://www.itu.int/en/ITU-T/studygroups/2013-2016/11/Pages/CASC.aspx)) was established in April 2015 by ITU‑T SG11 to elaborate detailed procedures for the implementation of a test laboratory recognition procedure in ITU-T. The ITU-T CASC works in accordance with the ITU-T SG11 [Guideline “Testing laboratories recognition procedure”](https://www.itu.int/en/ITU-T/studygroups/2013-2016/11/Documents/Guideline-TL-rec-pro.pdf) which describes the high level procedure for recognition of Testing Laboratories that have competence for testing against ITU-T Recommendations. ITU-T CASC works under the auspices of ITU-T SG11 with the participation of ITU-T experts from all ITU-T SGs. The ITU-T CASC will follow the working rules and procedures which applies to a Working Party and reports to SG11 Plenary.

The meeting will open at 0930 on Thursday 3 December 2015 at ITU headquarters, Geneva, and it will be adjourned at 1230. To attend the ITU-T CASC meeting, delegates must register to the parent SG11 meeting, see [SG11 meeting announcement](http://www.itu.int/md/T13-SG11-COL-0009/en). Participant registration will begin at 0830 hours at the Montbrillant entrance. Detailed information concerning the meeting rooms will be displayed on screens at the entrances to ITU headquarters.

The draft agenda will be posted as [TD895 (GEN/11)](http://www.itu.int/md/T13-SG11-151202-TD-GEN-0895/en) and will also be made available from the ITU-T CASC dedicated [web page](https://www.itu.int/en/ITU-T/studygroups/2013-2016/11/Pages/CASC.aspx).

Remote participation to attend the ITU-T CASC may be made available upon request. To enable the Secretariat to disseminate the remote participation details to registered participants in time, please register before Friday 27 November 2015 and request the remote participation details to the secretariat of ITU-T SG11 at tsbsg11[at]itu.int.

The meeting of the ITU-T CASC will be paperless.

The meeting will be conducted in English only.

The deadline for contributions is 12 (twelve) calendar days before the ITU-T SG11 meeting. Such contributions will be published on the Study Group 11 website and must therefore be submitted not later than 19 November 2015. For more information on how to submit a Contribution, registration to ITU-T SG11, visa requests, network facilities, logistics etc., please see ITU-T [SG11 meeting announcement](http://www.itu.int/md/T13-SG11-COL-0009/en) (TSB Collective letter 9/11).

Yours faithfully,

Chaesub Lee
Director of the Telecommunication
Standardization Bureau