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| **Telecommunication Standardization Bureau** |  |
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Geneva, 22 May 2014

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| Ref:  Contact:  Tel:  Fax: | **TSB Circular 99**  TSB Workshops/HO  Hiroshi Ota  +41 22 730 6356 +41 22 730 5853 | - To Administrations of Member States of the Union;  - To ITU-T Sector Members;  - To ITU-T Associates;  - To ITU-T Academia |
| E-mail: | [hiroshi.ota@itu.int](mailto:hiroshi.ota@itu.int) | **Copy:**  - To the Chairmen and Vice-Chairmen of ITU-T Study Groups;  - To the Director of the Telecommunication Development Bureau;  - To the Director of the Radiocommunication Bureau;  - To the Regional Director, ITU Regional Office for the Americas, Brasilia;  - To the Heads, ITU Area Offices in Honduras, Chile and Barbados;  - To the Permanent Mission of Argentina in Switzerland |

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| Subject: | **Workshop on**  [**"Monitoring and Benchmarking of Quality of Service (QoS) and Quality of Experience (QoE) of Multimedia Services in Mobile Networks"**](http://www.itu.int/en/ITU-T/Workshops-and-Seminars/qos/072014/Pages/default.aspx) **Buenos Aires, Argentina, 24-25 July 2014** |

Dear Sir/Madam,

1 I would like to inform you that a [**workshop on "Monitoring and Benchmarking of Quality of Service (QoS) and Quality of Experience (QoE) of Multimedia Services in Mobile Networks"**](http://www.itu.int/en/ITU-T/Workshops-and-Seminars/qos/072014/Pages/default.aspx) will take place in Buenos Aires, Argentina, from 24 to 25 July 2014 inclusive.

The workshop will open at 0900 hours on the first day. Participants’ registration will begin at 0800 hours. Detailed information concerning the meeting rooms will be displayed on screens at the entrances of the venue hall.

2 Discussions will be held in English while Spanish interpretation will be provided.

3 Participation is open to ITU Member States, Sector Members, Associates and Academic Institutions and to any individual from a country which is a member of ITU who wishes to contribute to the work. This includes individuals who are also members of international, regional and national organizations. The workshop is free of charge.

4 A draft programme of the workshop, presentations and relevant information will be made available on the ITU-T website at the following URL <http://www.itu.int/en/ITU-T/Workshops-and-Seminars/qos/072014/Pages/default.aspx>. This website will be updated as new or modified information become available.

5 General information including hotel accommodation, transportation, visa and health requirements can be found at the above-mentioned ITU-T website.

6 To enable TSB to make the necessary arrangements concerning the organization of the workshop, I should be grateful if you would register via the on-line registration form at <http://www.itu.int/en/ITU-T/Workshops-and-Seminars/qos/072014/Pages/default.aspx>, **as soon as possible,** but **not later than 9 July 2014. Please note that pre-registration of participants to workshops is carried out exclusively *online*.**7 **Fellowships:** Unfortunately, ITU will not be able to provide fellowships due to budget restrictions.

8 I would remind you that citizens of some countries are required to obtain a visa in order to enter and spend any time in Argentina. The visa must be obtained from the office (embassy or consulate) representing Argentina in your country or, if there is no such office in your country, from the one that is closest to the country of departure. Additional information on visa requirements will be made available on the event website at <http://www.itu.int/en/ITU-T/Workshops-and-Seminars/qos/072014/Pages/default.aspx>.

Yours faithfully,

Malcolm Johnson  
Director of the Telecommunication  
Standardization Bureau