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| itu_logo | **International telecommunication union****Telecommunication Standardization Bureau** |  |
|  | Geneva, 21 January 2016 |
| Ref: | **TSB Circular 193**TSB Workshops/TK | - To Administrations of Member States of the Union;- To ITU-T Sector Members;- To ITU-T Associates;- To ITU Academia |
| Contact: | **Tatiana Kurakova** |
| Tel: | +41 22 730 5126 |
| Fax: | +41 22 730 5853 |
| E-mail: | tsbworkshops@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 Director, ITU Regional Office, Addis Ababa, Ethiopia;- To the Heads of ITU Area Offices in Dakar, Yaounde and Harare;- To the Permanent Mission of Ghana in Geneva |
| Subject: | **4th SG13 Regional Workshop for Africa on "Future Networks for a better Africa:IMT-2020, Trust, Cloud Computing and Big Data" (Accra, Ghana, 14-15 March 2016)** |

Dear Sir/Madam,

1 I would like to inform you that the the International Telecommunication Union (ITU) will convene the **​4th SG13 Regional Workshop for Africa on "Future Networks for a better Africa: IMT-2020, Trust, Cloud Computing and Big Data"** in **Accra, Ghana** from **14 to 15 March 2016. It** will be followed by the 4th meeting of ITU-T Study Group 13 Regional Group for Africa (SG13RG-AFR) from 16 to 17 March 2016. Both events are kindly hosted by the Ministry of Communications of the Republic of Ghana and will take place at the **La-Palm Royal Beach Hotel**.
The workshop will start at 0900 hours on the first day. Participants’ registration will begin at 0800 hours at the La-Palm Royal Beach Hotel. Detailed information concerning the meeting room will be displayed at the entrance of the venue.

2 The workshop will be convened in English.

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 The main objectives of this workshop are to:

* Give an overview of SG13 standardization work on areas of currently high interest as IMT-2020 network aspects, Trust, Cloud Computing and Big Data;
* Share the knowledge on the regional developments on these topics;
* Present Africa’s involvement in ITU-T Standardization as well as user experiences from African countries;
* Increase the visibility of the work carried out in the SG13RG-AFR which will meet immediately after the workshop.

5 Focused on the particularities and telecom demands of the continent, this workshop will bring together regulators, operators, manufacturers, service providers - different stakeholders in Africa - together with engineers and academic members. Students as well as a broad audience is also welcome to attend.

6 A draft programme of the workshop can be found on the ITU-T website at the following URL: <http://www.itu.int/en/ITU-T/Workshops-and-Seminars/standardization/201603/Pages/default.aspx>. This website will be updated as new or modified information become available.

7 General information for participants including hotel accommodation (as well as hotel reservation and airport transfer forms), transportation and visa requirements can be found at the ITU-T website: <http://www.itu.int/en/ITU-T/Workshops-and-Seminars/standardization/201603/Pages/default.aspx>.

8 **Fellowships:** I am pleased to inform you that two partial fellowships per administration will be awarded, **within the Africa region only,** subject to available funding, to facilitate participation from Least Developed or Low Income Developing Countries (<http://itu.int/en/ITU-T/info/Pages/resources.aspx>). An application for a fellowship must be authorized by the relevant Administration of the ITU Member State. Fellowship requests (please use enclosed **Form 1 in
Annex 2)**, must be returned to ITU not later than **3 February 2016**. Please note that the decision criteria to grant a fellowship include: the available TSB budget; contributions by the applicant to the meeting; equitable distribution among countries and regions, and gender balance. Please kindly note that only those wishing to attend both the Workshop and the Regional Group meeting may apply for a fellowship.

9 To enable the hosting organization and TSB to make the necessary arrangements concerning the organization of the workshop, I should be grateful if you would register via the
on-line form at <http://www.itu.int/en/ITU-T/Workshops-and-Seminars/standardization/201603/Pages/default.aspx> , as soon as possible, but **not later than
16 February 2016.** **Please note that pre-registration of participants to workshops is carried out exclusively *online*.**

10 I would like to remind you that citizens of some countries are required to obtain a visa in order to enter and spend any time in Ghana. The visa must be obtained from the office (embassy or consulate) representing Ghana in your country or, if there is no such office in your country, from the one that is closest to the country of departure. Please refer to the ITU website: <http://www.itu.int/en/ITU-T/Workshops-and-Seminars/standardization/201603/Pages/default.aspx> for additional information on visa requirements.

Yours faithfully,

Chaesub Lee
Director of the Telecommunication
Standardization Bureau

 **Annex: 1**

ANNEX 1
(to TSB Circular 193)
**FORM 1 - FELLOWSHIP REQUEST**

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|  | **Fourth SG13 Regional Workshop for Africa on *"Future Networks for a better Africa: IMT-2020, Trust, Cloud Computing and Big Data"* andFourth Study Group 13 Regional Group for Africa meeting** **(Accra, Ghana, 14-17 March 2016)** |  |
| **Please return to:** | **ITU** **Geneva (Switzerland)** | **E-mail:** **bdtfellowships@itu.int****Tel: +41 22 730 5227****Fax: +41 22 730 5778** |
| **Request for one partial fellowship to be submitted before 3 February 2016** |
|  | Participation of women is encouraged |  |
| Registration Confirmation I.D. No: ……………………………………………………………………………(Note: It is imperative for fellowship holders to pre-register via the online registration form at: <http://www.itu.int/en/ITU-T/Workshops-and-Seminars/standardization/201603/Pages/default.aspx>)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): **\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_** |
| Please select your preference(which ITU will do its best to accommodate) **□ Economy class air ticket (duty station / Accra / duty station)** |
|  **□ Daily subsistence allowance intended to cover accommodation, meals & misc. expenses** |
|  |
| **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.N.B. IT IS IMPERATIVE THAT FELLOWS BE PRESENT FROM THE FIRST DAY TO THE END OF THE MEETING. |
| **Signature:** | **Date:** |

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