|  |  |  |
| --- | --- | --- |
| itu_logo | **International telecommunication union****Telecommunication Standardization Bureau** | CCITT/ITU-T 60th Anniversary logo |
|  | Geneva, 23 March 2016 |
| Ref: | **TSB Circular 212**TSB Workshops/CB | - To Administrations of Member States of the Union;- To ITU-T Sector Members;- To ITU-T Associates;- To ITU Academia |
| Tel: | +41 22 730 6301 |
| Fax: | +41 22 730 5853 |
| E-mail: | cristina.bueti@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 |
| Subject: | **Forum on “Shaping Smarter and More Sustainable Cities: Striving for Sustainable Development Goals”, Rome, Italy, 18-19 May 2016** |

Dear Sir/Madam,

1 At the kind invitation of the Ministry of Economic Development of Italy, the International Telecommunication Union (ITU) together with the United Nations Economic Commission for Europe (UNECE), and with the support of the Ministry of Economy and Finance of Italy, the Chamber of Commerce of Rome and Tecnoborsa are organizing a **Forum on “Shaping Smarter and More Sustainable Cities: Striving for Sustainable Development Goals”** from 18 to 19 May 2016 in Rome, Italy.

The Forum will open at 09:30 am on 18 May 2016. Participant registration will begin at 08:30 am at the Temple of Hadrian, Piazza di Pietra, Rome, Italy.

2 Discussions will be held in English, Italian and Russian, with simultaneous interpretation being provided.

3 Participation in the Forum is free of charge. However, no fellowships will be granted.

4 The main objective of this Forum is to analyse and conduct discussions on the concept of smart sustainable cities. It will also aim to map current national and international initiatives in this area, and identify key challenges and opportunities at the local level. During the Forum, the various standards, indicators and methodologies implemented to assess the performance of cities will also be examined, along with the potential of smart sustainable cities in bolstering the 2030 Agenda for Sustainable Development.

5 A draft programme, including practical information for participants, will be made available on the ITU-T website at the following address: <http://www.itu.int/en/ITU-T/Workshops-and-Seminars/Pages/201605/forum-20160518.aspx>

This website will be regularly updated as new or modified information becomes available. Participants are requested to check periodically for new updates.

6 To enable TSB to make the necessary arrangements concerning the organization of the Forum, we would be grateful if you would register via the online form <http://itu.int/reg/tmisc/3000858>, as soon as possible, but **not later than 13 May 2016**. **Please note that pre-registration of participants for the Forum is carried out exclusively *online*.**

7 I would remind you that citizens of some countries are required to obtain a visa in order to enter and spend any time in Italy. **The visa must be requested at least four (4) weeks before the date of beginning of the Forum** and obtained from the office (embassy or consulate) representing Italy in your country. If there is no such office in your country, kindly avail of the visa services from the embassy or consulate that is closest to the country of your departure.

Please see the event’s webpage for additional information on visa requirements.

Yours faithfully,

Chaesub Lee
Director of the Telecommunication
Standardization Bureau