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| ITU logo | **International telecommunication union****Telecommunication Standardization Bureau** |  |
|  | Geneva, 23 June 2017 |
| Ref: | **TSB Circular 34**TSB Workshops/XY | **To:**- Administrations of Member States of the Union;- ITU-T Sector Members;- ITU-T Associates;- ITU Academia |
| Contact: | **Xiaoya Yang** |
| Tel: | +41 22 730 6206 |
| Fax: | +41 22 730 5853 |
| E-mail: | tsbworkshops@itu.int  | **Copy:**- To the Chairman and Vice-Chairmen of ITU-T Study Groups;- To the Director of the Telecommunication Development Bureau;- To the Director of the Radiocommunication Bureau |
| Subject: | **Workshop on “Security Aspects of Intelligent Transport System”Geneva, Switzerland, 28 August 2017** |

Dear Sir/Madam,

1 I would like to inform you that a workshop on "Security Aspects of Intelligent Transport System" will take place at ITU headquarters, Geneva, on 28 August 2017.

The workshop will open at 0930 hours on the first day. 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.

2 Discussions will be held in English only.

3 Participation is open to ITU Member States, Sector Members, Associates and Academic Institutions and to any individual from a country that 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. Participation in the workshop is free of charge but no fellowships will be granted.

4 This workshop aims to build a bridge between ITU’s technical expertise and the security requirements of stakeholders interested in implementing secure intelligent transport systems. Its objectives are, but not limited to:

* better understand the current landscape of threats;
* identify security requirements from vehicle manufacturers, suppliers, service providers, etc.;
* share the on-going activities among relevant groups (ITU-T SG17, ITU CITS, WP29/TFCS, ISO/TC204 and SAE);
* identify stakeholders with whom SG17 could collaborate further on any potential collective action; and
* identify potential topics or ongoing work requiring collaboration among relevant groups above. ​​

5 Information relating to the workshop will be available on the event website at the following address: <https://www.itu.int/en/ITU-T/Workshops-and-Seminars/201708/Pages/default.aspx>.

6 Wireless LAN facilities are available for use by delegates in the main ITU conference room areas and in the CICG (Geneva International Conference Centre) building. Detailed information is available on the ITU-T website (<http://www.itu.int/ITU-T/edh/faqs-support.html>).

7 For your convenience, a hotel confirmation form is enclosed as **Annex A** (see <http://www.itu.int/travel/> for the list of hotels).

8 To enable TSB to make the necessary arrangements concerning the organization of the workshop, I should be grateful if you would register via the online form at <https://www.itu.int/online/edrs/REGISTRATION/edrs.registration.form?_eventid=3000985> as soon as possible, but **not later than 13 August 2017.** **Please note that pre-registration of participants for workshops is carried out exclusively *online*.**

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

If problems are encountered by **ITU Member States, Sector Members, Associates or Academic Institutions**, and at the official request made by them to TSB, the Union can approach the competent Swiss authorities in order to facilitate delivery of the visa but only within the period mentioned of **four** weeks. Any such request should be made by official letter from the administration or entity you represent. This letter must specify the name and functions, date of birth, number, dates of issue and expiry of the passport of the individual(s) for whom the visa(s) is/are requested and be accompanied by a copy of the notification of confirmation of registration approved for the ITU-T workshop in question, and must be sent to TSB by fax (+41 22 730 5853) or e-mail (tsbreg@itu.int), bearing the words **“visa request”**. **Please also note that ITU can assist only representatives of ITU Member States, ITU Sector Members, ITU Associates and ITU Academic Institutions.**

Yours faithfully,

Chaesub Lee
Director of the Telecommunication
Standardization Bureau

ANNEX A
(to TSB Circular 34)

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| *This confirmation form should* ***be sent directly to the hotel*** *of your choice* |

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|  | **INTERNATIONAL TELECOMMUNICATION UNION** |  |

**TELECOMMUNICATION STANDARDIZATION SECTOR**

Workshop on “Security Aspects of Intelligent Transport System” on 28 August 2017 in Geneva

Confirmation of the reservation made on (date) \_\_\_\_\_\_\_\_\_\_\_\_ with (hotel) \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

**at the ITU preferential tariff**

\_\_\_\_\_\_\_\_\_\_\_\_ single/double room(s)

arriving on (date) \_\_\_\_\_\_\_\_\_\_\_\_ at (time) \_\_\_\_\_\_\_\_\_\_\_\_ departing on (date) \_\_\_\_\_\_\_\_\_\_\_\_

**GENEVA TRANSPORT CARD**: Hotels and residences in the canton of Geneva now provide a free "Geneva Transport Card" valid for the duration of the stay. This card will give you free access to Geneva public transport, including buses, trams, boats and trains as far as Versoix and the airport.

Family name: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

First name: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Address: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Tel: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

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Credit card to guarantee this reservation: AX/VISA/DINERS/EC (or other) \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

No.: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Valid until:\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Date: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Signature:

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