|  |  |  |
| --- | --- | --- |
| ITU logo | **International telecommunication union****Telecommunication Standardization Bureau** |  |
|  | Geneva, 2 July 2018 |
| Ref: | **TSB Circular 99**TSB Events/CB | **To:**- Administrations of Member States of the Union;- ITU-T Sector Members;- ITU-T Associates;- ITU Academia |
| Contact: | **Cristina Bueti** |
| Tel: | +41 22 730 6301 |
| Fax: | +41 22 730 5853 |
| E-mail: | tsbevents@itu.int  | **Copy to:**- The Chairmen and Vice-Chairmen of ITU-T Study Groups;- The Director of the Telecommunication Development Bureau;- The Director of the Radiocommunication Bureau;- The Head of the ITU Office for Asia and the Pacific |
| Subject: | **ITU Forum on Artificial Intelligence, Internet of Things and Smart Cities (Wuxi, China, 3 December 2018)** |

Dear Sir/Madam,

1 I would like to inform you that­ the International Telecommunication Union, at the kind invitation of China Academy of Information and Communications Technology, is organizing the **ITU Forum on Artificial Intelligence, Internet of Things and Smart Cities**, which will take place from 09h30 to 16h00 on **3 December 2018** in **Wuxi, China**.

This Forum will be collocated with the [ITU-T Study Group 20](https://www.itu.int/en/ITU-T/studygroups/2017-2020/20/Pages/default.aspx): Internet of things (IoT) and smart cities and communities (SC&C) meeting taking place from 3-13 December and the Joint Coordination Activity on Internet of Things and Smart Cities and Communities ([JCA-IoT and SC&C](https://www.itu.int/en/ITU-T/jca/iot/Pages/default.aspx)) meeting taking place on 6 December 2018 at the same venue.

2 This Forum will be held in English only. Remote Participation will be offered for this forum.

3 Participation in the Forum 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 Forum is free of charge but no fellowships will be granted for the Forum.

4 This forum will provide a platform to discuss trends in Artificial Intelligence, Internet of Things and Smart Cities and will discuss the role of artificial intelligence and IoT to shape smarter and more sustainable cities and to address urban challenges, with the final goal of improving the quality of life of people.

5 Information relating to the Forum, including the draft programme and practical information, will be available on the event’s website at the following address: <https://www.itu.int/en/ITU-T/Workshops-and-Seminars/201812/Pages/default.aspx>. This website will be updated regularly as new or modified information becomes available. Participants are requested to check periodically for new updates.

6 To enable the host and ITU to make the necessary arrangements concerning the organization of the Forum, I should be grateful if you would register via the [online form here](https://www.itu.int/online/edrs/REGISTRATION/edrs.registration.form?_eventid=3001091) as soon as possible, but **no later than 20 November 2018.** **Please note that pre-registration of participants for forums is mandatory and 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 China. Please refer to the event webpage for further information.

Yours faithfully,

*(signed)*

Chaesub Lee
Director of the Telecommunication
Standardization Bureau