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| The International Teleocmmunication Union - Connecting the World. | **International telecommunication union****Telecommunication Standardization Bureau** |  |
|  | Geneva, 24 July 2019 |
| Ref: | **TSB Circular 186**TSB Events/RS | **To:**- Administrations of Member States of the Union;- ITU-T Sector Members;- ITU-T Associates;- ITU Academia |
| Contact: | **Reinhard Scholl** |
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| E-mail: | tsbfgml5g@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 |
| Subject: | **Workshop on "Machine Learning for 5G and Beyond" (5 November 2019) and ITU-T Focus Group Meeting ML5G (6-8 November 2019), Berlin, Germany** |

Dear Sir/Madam,

1 I would like to inform you that at the kind invitation of Fraunhofer Heinrich Hertz Institute (HHI), the seventh meeting of the [Focus Group on Machine Learning for Future Networks including 5G (FG-ML5G)](https://www.itu.int/en/ITU-T/focusgroups/ml5g/Pages/default.aspx) will be held from 6 to 8 November 2019 at Fraunhofer HHI, Einsteinufer 37, 10587 Berlin, Germany, preceded by a workshop on **“**Machine Learning for 5G and Beyond**”** on
5 November 2019 at the same venue.

These ITU ML5G events coincide with “#Berlin5Gweek” from 4 November (Monday) to 8 November (Friday) (<https://www.berlin5gweek.org>).

2 The workshop will open at 0930 hours on 5 November 2019; the FG meeting will open at 0930 hours on 6 November 2019. The meeting and workshop 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 Information relating to the workshop, including the draft programme, will be available on the event website: <https://www.itu.int/en/ITU-T/Workshops-and-Seminars/201911/Pages>

5 Wireless LAN facilities are available for use by delegates.

6 Practical information including accommodation, transport and visa will be available on the [focus group](https://www.itu.int/en/ITU-T/focusgroups/ml5g/Pages/default.aspx) and event webpage (<https://www.itu.int/en/ITU-T/focusgroups/ml5g>).

7 To enable the ITU Secretariat to make the necessary arrangements concerning the organization of the focus group meeting and the workshop, I should be grateful if you would register via the [online form](https://www.itu.int/net4/CRM/xreg/web/Registration.aspx?Event=C-00006370) as soon as possible, but **no later than 28 October 2019.** **Please note that pre-registration of participants is carried out exclusively *online*.**

8 When preparing input documents to the meeting, participants are invited to take into consideration the agreed FG ML5G structure and proposed deliverables: see <https://extranet.itu.int/sites/itu-t/focusgroups/ML5G/SitePages/Home.aspx>.

Participants shall submit input documents to ITU (tsbfgml5g@itu.int) in electronic format using the basic document template. In order to permit participants to prepare for the meeting, the proposed deadline for document submission for this meeting is **27 October 2019.** Please note that this is a paperless meeting.

9 Citizens of some countries are required to obtain a visa in order to enter and spend any time in Germany. **The visa should be requested at least four (4) weeks before the date of beginning of the workshop/meeting** and obtained from the office (embassy or consulate) representing Germany 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 follow the instructions found in the practical information file displayed on the focus group webpage and submit your visa request no later than **1 October 2019**.

Yours faithfully,

*(signed)*

Chaesub Lee
Director of the Telecommunication
Standardization Bureau