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| C:\Users\Amoahgif\Desktop\Workshop\Workshop Docs\ITU logo.png | **International telecommunication union****Telecommunication Standardization Bureau** |  |
|  | Geneva, 23 December 2019 |
| Ref: | **TSB Circular 225**TSB Events/XY | **To:**- Administrations of Member States ofthe Union;- ITU-T Sector Members;- ITU-T Associates;- ITU Academia |
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| E-mail: | tsbfgqit4n@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**: | **ITU Workshop on "Quantum Information Technology for Networks" (17 February 2020) and 2nd FG-QIT4N Meeting (18-20 February 2020), Riyadh, Saudi Arabia** |

Dear Sir/Madam,

1 I would like to inform you that at the kind invitation of the Kingdom of Saudi Arabia, the 2nd meeting of the [ITU-T Focus Group on Quantum Information Technology for Networks](https://www.itu.int/en/ITU-T/focusgroups/qit4n/Pages/default.aspx) (FG-QIT4N) will be held on 18-20 February 2020 at Communications and Information Technology Commission (CITC), Riyadh, Saudi Arabia preceded by a workshop **“**Quantum Information Technology for Networks**”** on 17 February 2020 at the same venue.

2 The FG meeting will open at 0930 hours on Tuesday 18 February 2020. The workshop will open at 0930 hours on Monday 17 February 2020. The meeting and workshop will be held in English only.

3 The workshop aims to bring together worldwide academic institutions, high-tech companies, network operators, system vendors and ICT policymakers to a global platform to share recent global progress on quantum information technology (QIT) research, application and industry development for a comprehensive review and discussion, to promote coordination and collaboration in industrialization development of QIT, to investigate requirements and identify a roadmap of QIT global standardization with a focus on network aspects.

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/Pages/20200217.aspx>. Participants are requested to check periodically for new updates.

5 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. No fellowships will be granted.

6 Wireless LAN facilities are available for use by delegates.

7 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/qit4n>).

8 To enable TSB 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-00007312> as soon as possible, but no later than **13 February 2020.** Please note that **pre-registration** of participants is **mandatory** and will be carried out exclusively **online**.

9 When preparing input documents to the meeting, participants are invited to take into consideration the agreed FG-QIT4N structure and proposed deliverables: see <https://www.itu.int/en/ITU-T/focusgroups/qit4n/Pages/default.aspx>.

Participants shall submit input documents to ITU (tsbfgqit4n@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 **3 February 2020.** Please note that this is a paperless meeting.

10 Citizens of some countries are required to obtain a (normal) visa or an eVisa in order to enter and spend any time in Saudi Arabia. Please follow the instructions on the focus group webpage and submit your visa request no later than **15 January 2020** and to contact their local Embassy of the Kingdom of Saudi Arabia for information well in advance.

Yours faithfully,



Chaesub Lee
Director of the Telecommunication
Standardization Bureau