**Telecommunication
Development Bureau (BDT)**

| | | |
|---|---|---|
| Ref.: | BDT/AO-CIS/DM476 | Geneva, 12 September 2014 |

To:
Administrations of ITU Member States,
Regulators
ITU-D Sector Members and Associates,
Regional Organizations of CIS and Georgia

**Subject**: **ITU Regional Workshop for CIS "ITU Virtual Laboratory for Remote Tests of Equipment, New Technologies, and Services", Moscow, Russian Federation, 10-12 November 2014**

Dear Sir/Madam，

On behalf of the International Telecommunication Union (ITU), I am pleased to invite you to participate in the **ITU Regional Workshop for CIS: "ITU Virtual Laboratory for Remote Tests of Equipment, New Technologies and Services" to** be held in Moscow, Russian Federation from 10 to 12 November 2014.

The Workshop is organized by the Telecommunication Development Bureau in cooperation with the Ministry of Telecom and Mass Communications of the Russian Federation, with the support of the Federal State Unitary Enterprise Central Science Research Telecommunication Institute (ZNIIS) in the framework of the implementation of the CIS Regional Initiative approved by the 2010 World Telecommunication Development Conference (WTDC-10, Hyderabad, India).

The Workshop is addressed to representatives of communication administrations, regulators, telecommunication operators, universities and other stakeholders of the ITU Member States, Sector Members and Associates from the CIS and Georgia.

The Workshop aims at presenting the ITU virtual laboratory for remote tests of equipment, new technologies and services, created on the basis of the Central Science Research Telecommunication Institute within the framework of the implementation of the CIS Regional Initiative approved by WTDC-10, and sharing of practical skills in the remote testing. In particular, the following issues will be covered:

- *Infrastructure of* the virtual laboratory for remote tests of the possibility to provide Triple Play and other services;
- *Infrastructure of the real network equipment of the leading world manufacturers training on working with it;*
- *Infrastructure of Virtual laboratory for research of the issues of information security and obtaining relevant working skills;*
- *Use of Spirent TestCenter SPT-N4U-220; IXIA 400T; AMULET IP connection former, PRIZMA telephone connection former, STT-7000 universal module analyzer; analyzer of protocols OKCNº7 и EDSS A8619;*
- *Hardware and software solution for measurement of the Internet access speed;*
- *Web portal of the Virtual Laboratory;*

- *Knowledge date base of the Virtual Laboratory.*

The draft Agenda of the Workshop is attached herewith (Annex 1).

The Workshop will be conducted in Russian with simultaneous interpretation into English. It will be paperless. All materials, including presentations, will be available on the ITU website at http://itu.int/en/ITU-D/Regional-Presence/CIS/Pages/EVENTS/2014/11_Moscow/Virtual-Laboratory,-Moscow,-10-12-November-2014.aspx .

There will be no participation fee for this event. However, all expenses related to the travel, accommodation and insurance of participants should be covered by your Administration/Organization.

If you wish to participate, please return the duly completed Registration Form (Annex 2) **by 24 October 2014.**

Mr Andrei Untila, Programme Officer, ITU Area Office for the CIS, tel.: +7(495)926-60-70, fax: +7(495)926-60-73, email: andrei.untila@itu.int; and Mr Igor Bukharev, Director, Operation and Maintenance Centre of Portable Number Database, Federal State Unitary Enterprise Central Science Research Telecommunication Institute (ZNIIS), tel.: +7 (495)368-91-11, fax.: +7(495)674-00-67, email: bukharev@zniis.ru are at your disposal should you require any further information or need clarifications.


Yours faithfully,


[Original signed]

Brahima Sanou

Director



Annexes:

- Draft Agenda
- Registration Form
- Practical Information
- Visa Support Form
- Hotel Reservation Form

# ITU Regional Workshop for CIS
## "ITU Virtual Laboratory for Remote Tests of Equipment, New Technologies, and Services"
### *Moscow, Russian Federation, 10-12 November 2014*

**ANNEX 1 - DRAFT AGENDA**

| 10 November 2014, Monday | |
|---|---|
| **Day 1st: Infrastructure of the Virual Laboratory on the Basis of the International Telecommunication Testing Centre using Simulative Network of FSUE ZNIIS and Providing Remote Access to the Measuring Equipment of the CIS Countries.** | |
| **09:30-10:00** | **Registration of participants and provision of training and information materials** |
| **10:00 -10:30** | Opening remarks:<br>• **Ministry of Telecom and Mass Communications of the Russian Federation;**<br>• **Federal State Unitary Enterprise Central Science Research Telecommunication Institute (ZNIIS)***;*<br>• **International Telecommunication Union (ITU).** |
| **10:30 - 12:00** | **Session 1: The Virtual Laboratory Infrastructure**<br><br>Chair: TBD<br><br>*The Scheme of the Acting Infrastructure of the ITU Virtual Laboratory for Remote Testing of Equipment, New Technologies, and Services*<br>**Speaker TBD (ZNIIS)**<br><br>*Infrastructure of the Virtual Laboratory of Testing the Capability to Provide Triple Play and Other Services*<br>**Speaker TBD (ZNIIS)**<br><br>*Infrastructure of Real Network Equipment of Leading World Manufacturers for Training the Skills to Work on the Equipment*<br>**Speaker TBD (ZNIIS)**<br><br>*Infrastructure of the Virtual Laboratory for Study of the Issues of Information Security and Obtaining Relevant Working Skills*<br>**Speaker TBD (ZNIIS)** |
| **12:00-12:30** | *Questions following the 1st Session (capabilities of the Virtual Laboratory infrastructure; testing of Triple Play services, work with real network equipment, investigation of the issues of information security)* |
| **12:30 - 13:30** | **Lunch** |
| **13:30 - 15:00** | **Session 2: Use of Measuring Equipment for Metrological Testing of Communication Tools, Validation of Communication Equipment Measurement Tools and Virtual Testing of Advanced Technologies**<br>Chair: TBD |

| | |
|---|---|
| | *Use of Spirent TestCenter SPT-N4U-220*<br>**Speaker TBD (ZNIIS)**<br><br>*Use of IXIA 400T*<br>**Speaker TBD (ZNIIS)**<br><br>*Use of AMULET IP Junction Former*<br>**Speaker TBD (ZNIIS)**<br><br>*New Technologies and Contemporary Issues of Service Quality in Communication Networks*<br>**Mr. A.Kucheryavy,** Chief, Telecommunication Networks and Data Transmission Department , Bonch-Bruevich SPbSUT |
| **15:00-15:30** | **Questions following first part of the 2nd Session (use of Spirent TestCenter SPT-N4U-220, IXIA 400T, *AMULET IP Junction Former*)** |
| **15:30 - 16:00** | **Coffee break** |
| **16:00–17:30** | **Session 2: Use of Measuring Equipment for Metrological Testing of Communication Tools, Validation of Communication Equipment Measurement Tools and Virtual Testing of Advanced Technologies (continuation)**<br><br>*Use of PRIZMA Telephone Connection Former*<br>**Speaker TBD (ZNIIS)**<br><br>*Use of STT-7000 Universal Module Analyzer*<br>**Speaker TBD (ZNIIS)**<br><br>*Use of Analyzer of Protocols OKC№7 and EDSS A8619*<br>**Speaker TBD (ZNIIS)** |
| **17:30-18:00** | **Question following second part of 2nd Session (use of PRIZMA Telephone Connection Former, STT-7000 Universal Module Analyzer, Analyzer of Protocols OKC№7 и EDSS A8619)** |
| **18:00-19:00** | **Roundtable. Summing up** |
| **11 November 2014, Tuesday** | |
| **Day 2nd: Remote Testing of the Technologies of Data Communication through IP Networks, including the Technologies of Wired Broadband Access** | |
| **10:00-12:00** | **Session 3: Web Portal and Database of the Virtual Laboratory**<br><br>Chair: TBD<br><br>*Hardware/Firmware Solution for Measuring the Internet Access Speed*<br>**Speaker TBD (ZNIIS)**<br><br>*Web Portal of the Virtual Laboratory. Description and Demonstrating the Work*<br>**Speaker TBD (ZNIIS)** |

| | |
|---|---|
| | *Knowledge Database of the Virtual Laboratory. Description and Demonstration of the Work*<br>**Speaker TBD (ZNIIS)**<br><br>*New Method of Evaluation of the Quality of Video Experience*<br>**Mr. A.Kucheryavy,** Chief, Telecommunication Networks and Data Transmission Department , Bonch-Bruevich SPbSUT |
| **12:00-12:30** | **Questions following 3rd Session (use of the web portal and knowledge database of the ITU Virtual Laboratory, including the measuring the Internet access speed)** |
| **12:30-13:30** | **Lunch** |
| **13:30-15:00** | **Session 4: Conducting of Remote Testing of New Technologies of Data Communication through IP Networks**<br><br>Chair: TBD<br><br>*The Results of the Remote Testing of the Technologies of Data Communication through IP Networks*<br>**Speaker TBD (ZNIIS)**<br><br>*Demonstration of Practical Use of the Acting Infrastructure of the ITU Virtual Laboratory for Remote Testing of Equipment, New Technologies and Services*<br>**Speaker TBD (ZNIIS)** |
| **15:00-15:30** | **Questions following the 4th Session (practical use of the acting infrastructure of the Virtual Laboratory, discussion of the results of the conducted remote testing)** |
| **15:30–16:00** | **Coffee break** |
| **16:00–17:30** | **Session 5: Demonstrating the Work on the Measuring Equipment for Metrological Testing of Communication Tools, Validation of Communication Equipment Measuring Equipment and Virtual Testing of Advanced Technologies**<br><br>Chair: TBD<br><br>*Demonstration of Practical Use of the Hardware Generator/Traffic Analyzer Spirent TestCenter SPT-N4U-220*<br>**Speaker TBD (ZNIIS)**<br><br>*Demonstration of Practical Use of the IXIA 400T Equipment*<br>**Speaker TBD (ZNIIS)**<br><br>*Demonstration of Practical Use of AMULET IP Junction Former*<br>**Speaker TBD (ZNIIS)** |
| **17:30-18:00** | **Questions following first part of the 5th Session (practical use of the measuring equipment of the ITU Virtual Laboratory)** |
| **18:00-19:00** | **Roundtable. Summing up** |

## 12 November 2014, Wednesday

**Day 3<sup>rd</sup>: Training on Use of the ITU Virtual Laboratory Infrastructure**

| | |
|---|---|
| 9:00–10:30 | **Session 5: Demonstrating the Work on the Measuring Equipment for Metrological Testing of Communication Tools, Validation of Communication Equipment Measuring Equipment and Virtual Testing of Advanced Technologies (continuation)**<br><br>*Demonstration of Practical Use of PRIZMA Telephone Connection Former*<br>**Speaker TBD (ZNIIS)**<br><br>*Demonstration of Practical Use of STT-7000 Universal Module Analyzer*<br>**Speaker TBD (ZNIIS)**<br><br>*Demonstration of Practical Use of  Analyzer of the Protocols OKC№7 and EDSS A8619*<br>**Speaker TBD (ZNIIS)** |
| 12:00-12:30 | **Questions following second part of the 5<sup>th</sup> Session (practical use of the equipment of the Virtual Laboratory)** |
| 12:30 - 13:30 | **Lunch** |
| 13:30-16:00 | **Session 6: Practical Use of Measuring Equipment of the ITU Virtual Laboratory** |
| 16:00 – 17:00 | **Roundtable. Summing up** |

# ITU Regional Workshop for CIS
## "ITU Virtual Laboratory for Remote Tests of Equipment, New Technologies, and Services"
### *Moscow, Russian Federation, 10-12 November 2014*

**ANNEX 2**

## REGISTRATION FORM

Please use **CAPITAL** letters

Family Name: ……………………………………………………………………………………………………………………………..

Given Name: ……………………………………………………………………………………………………………………………

Title/Function: …………………………………………………………………………………………………………………………..

Name of Organization/Company: ……………………………………………………………………………………………..

Office Address: …………………………………………………………………………………………………………………………

Town: ……………………………………………………………            Country: …………………………………………………………………………………

Telephone Number(s): ………………………………………………………………………………………………………………

Fax Number(s): ………………………………………………………………………………………………………………………….

E-mail: ……………………………………………………………………………………………………………………………………..

Date of arrival: …………………………………………………            Time of arrival by **Train/flight** …………………………………………………….

Date of departure: ………………………………………………            Time of departure by **Train/flight** …………………………………………….

Hotel Name:…………………………………………………………………… ……………………………………………………………………………………

Room Category……………………………………………………………………………………………………………………………….

 Date: _____            Signature: _____

*Please send the form duly filled out to the coordinator, Mr. Igor Burkharev via e-mail: bukharev@zniis.ru by*
***24 October 2014***

# ITU Regional Workshop for CIS
## "ITU Virtual Laboratory for Remote Tests of Equipment, New Technologies, and Services"
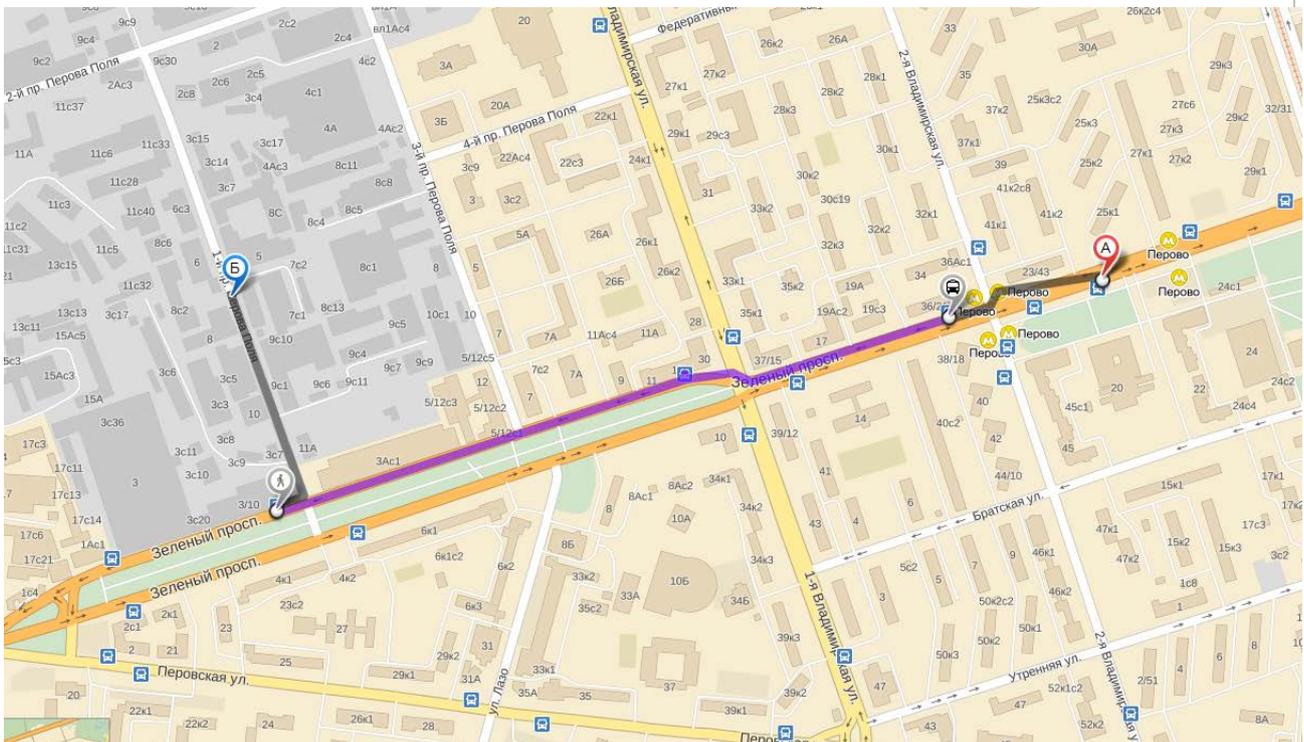*Moscow, Russian Federation, 10-12 November 2014*

### ANNEX 3 - PRACTICAL INFORMATION

### 1. Workshop venue

The Workshop will be held in the Federal State Unitary Enterprise Central Science Research Telecommunication Institute (ZNIIS) (groundfloor).
Address:
8, 1$^{st}$ Passage of Perovo Pole, Moscow 111141, Russian Federation.



Metro station *Perovo*, afterwards by bus # 787 or trolleybus # 77 to the stop *1$^{st}$ Passage of Perovo Pole* (second stop after the metro station).

### 2. Registration

Registration of the participants starts at 09:30 on 10 November 2014, Monday, in the workshop venue.

### 3. Forum languages

The Workshop will be conducted in Russian with simultaneous interpretation into English.

### 5. Accommodated and hotel booking

The Workshop participants can be accommodated in the hotel of Moscow Technical University of

Communication and Informatics (**MTUCI**).

Single room cost is **RUR 1,980** (VAT included, breakfast not included). The rooms are equipped with refrigerator, TV, telephone. The payment could be effected cash through bank.

Address: 8, Marshal Tukhachevsky Str., Moscow.

The participants can reach the MTUCI University hotel from the airport by taxi or aeroexpress train, which goes from Domodedovo airport to metro station Belorusskaya and from Sheremetyevo aiprot Paveletskaya metro station, then by metro to the station Oktyabrskoye Pole or Sokol, afterwards by trolleybus ## 19, 59, 61, or bas 691 to the stop Institute of Communications (third stop from Oktyabrskoye Pole metro station and fifth stop from Sokol metro station).

To book a room in the MTUCI university hotel, please submit the hotel reservation form duly filled out (Annex 2) to Mr. Mikhail Lokhvitsky, Assistant Professor of the Institute of Upgrade Qualification of MTUCI via fax:  +7 499 192 85 51 or email: msl2@mtuci2.ru  by **24 October 2014.**

Also, the participants can be accommodated in **Moskabelmet** mini-hotel (total number of single rooms – 12), which is located in the pedestrian availability from the ITU Area Office for CIS, close to metro stations Rimskaya (Lyublinsko-Dmitrovskaya Line) and Ploshchad Ilyicha (Kalininskaya Line, just three stations from Perovo, which is the  closest to the workshop venue).

Singe room cost is **RUR 3,200** (breakfast included). A room can be booked via fax or email.

Address: 15, Mezhdunarodnaya Str., Moscow
Tel.: +7 495 678 85 45; +7 495 678 85 59; +7 495 678 65 14
Tel./fax: +7 459 678 20 00; +7 495 671 12 29
Email: hotel@mkm.ru
http://www.hotel.mkm.ru/

## 6. Transportation

There is a well-developed public transport network in Moscow, which includes metro, busses, trolleybuses, trams). A taxi could be ordered via telephone.

The participants, arriving in Moscow by plane, can take aeroexpress train from Domodedovo airport to metro station Belorusskaya and from Sheremetyevo aiprot  to Paveletskaya metro station.

## 7.  Contacts

| | |
|---|---|
| **Mr. Andrei Untila**<br>Programme Officer<br>ITU Area Office for CIS, Moscow<br>Tel.: +7 495 926 60 70<br>Email: andrei.untila@itu.int | **Mr. Igor Bukharev**<br>Deputy Director<br>Access Networks and Systems  Scientific Centre Federal State Unitary Enterprise Central Scientific and Research Institute (ZNIIS)<br>Tel.:<br>Email: bukharev@zniis.ru |

## 8. Currency/exchange/credit cards

Unit of national currency of the Russian Federation is Russian Ruble. Credit cards are approved for payment in banks, big hotels, and some tourist agencies and shops.

As of 1 August 2014, the exchange rates were as follows: 1 <u>USD</u> = 35.44 RUR;  1 <u>EUR</u> =  47.47 RUR.

Information on the Russian Ruble exchange rate is available at the website of Sberbank of Russia: http://sberbank.ru/moscow/ru/

Banks are open from 9:00 to 19:00, from Monday to Saturday. Exchange of currency can be done all banks.

## 8.   Banks

Banks are open from 09:00 to 19:00, Monday through Saturday. Exchange can be done by all banks and currency exchange offices. Exchange offices are open during the entire week.

## 9. Climate

The climate is continental in Moscow. Average daily temperature in November is +1° by Celsius, average night temperature is -3° by Celsius.

## 10. Time zone

MSK (Moscow Standard Time) is UTC/GMT + 4 hours.

## 11. Power supply pressure

Power supply pressure is 220V/50Hz, electric plugs are standard two-pin plugs of European continental type.

## 12. Communication tools

The Workshop participants will be provided with the Internet access in the event venue.
High quality long-distance and international telephone communication is available at acceptable prices through IP telephony cards.
For telephone calls inside the city of Moscow, dialing code is + 7 495/499. For international telephone calls from Moscow, please dial: 8-10 + the country dialing code + the settlement dialing code + the subscriber number.

## 13. Entry visa

Those of the participants who need Russian entry visa should address to Russian consulates in their countries in due time in order to obtain information regarding visa requirements.
To obtain visa support, the participants should send the visa support form (Annex 5) duly filled out with copy of the passport attached to the ITU Area Office for CIS at the email address: vera.soloveva@itu.int by **17 October 2014.**

**ITU Regional Workshop for CIS**
**"ITU Virtual Laboratory for Remote Tests of Equipment,**
**New Technologies, and Services"**
*Moscow, Russian Federation, 10-12 November 2014*

Центральный
научно-исследовательский
институт связи

**ANNEX 4**

| **VISA SUPPORT FORM** |
|:---:|

Please use **CAPITAL** letters

| | |
|---|---|
| Surname, name: | |
| Sex: | |
| Title: | |
| Organization: | |
| Address: | |
| Telephone: | |
| Fax: | |
| Citizenship: | |
| Passport number: | |
| Date of issue: | |
| Valid till: | |
| Country & city where you will obtain Russian visa: | |
| Date of birth: | |
| Place of birth: | |
| Date of arrival in Russia: | |
| Date of departure: | |

*Please send the form duly filled out with copy of your passport to the ITU Area Office for CIS at e-mail:* vera.soloveva@itu.int *by 17 October 2014*

# ITU Regional Workshop for CIS
## "ITU Virtual Laboratory for Remote Tests of Equipment, New Technologies, and Services"
### *Moscow, Russian Federation, 10-12 November 2014*

**ANNEX 5**

## HOTEL RESERVATION FORM

### Please use **CAPITAL** letters

Family Name: …………………………………………………………………………………………………………………………………

Given Name: …………………………………………………………………………………………………………………………………

Title/Function: ………………………………………………………………………………………………………………………………..

Name of Organization/Company: ……………………………………………………………………………………………………..

Office Address: ………………………………………………………………………………………………………………………………..

Town: ………………………………………………………                Country: ………………………………………………………………

Telephone Number(s): …………………………………………………………………………………………………………………….

Fax Number(s): ……………………………………………………………………………………………………………………………….

E-mail: ……………………………………………………………………………………………………………………………………………

Date of arrival: …………………………………………………        Time of arrival by **Train/flight** ………………………………………………..

Date of departure: ……………………………………………        Time of departure by **Train/flight** …………………………………………….

Hotel Name:……………………………………………………………… ………………………………………………………………………

Room Category…………………………………………………………………………………………………………………………………..

Date……………………………………………………………. Signature……………………………………………………………………

*To book a room in the MTUCI university hotel, please submit the registration form duly filled out (Annex 2) to Mr. Mikhail Lokhvitsky, Assistant Professor of the Institute of Upgrade Qualification of MTUCI via fax: +7 499 192 85 51 or email: msl2@mtuci2.ru by **24 October 2014.***