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| itu_logo | | **International telecommunication union**  **Telecommunication Standardization Bureau** | |  |
|  | | | Geneva, 4 November 2015 | |
| Ref: | **TSB Circular 179**  TSB Workshops/D.A. | | - To Administrations of Member States of the Union;  - To ITU-T Sector Members;  - To ITU-T Associates;  - To ITU Academia | |
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| Tel: | +41 22 730 5780 | |
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| E-mail: | [tsbworkshops@itu.int](mailto:tsbworkshops@itu.int) | | **Copy:**  - To the Chairmen 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 "Voice and Video Services Interoperability Over Fixed-Mobile Hybrid Environments, Including IMT-Advanced (LTE)" – (Geneva, Switzerland,  1 December 2015)** | | | |

Dear Sir/Madam,

1 As a follow-up to the call for action by the CTO meeting held on 11 October 2015 at Hungexpo in Budapest, Hungary, the International Telecommunication Union (ITU) is organizing a one-day workshop on "**Voice and Video Services Interoperability Over Fixed-Mobile Hybrid Environments, Including IMT-Advanced (LTE)"** on **1 December** **2015** at the ITU Headquarters in conjunction with the meetings of ITU-T Study Group 13 (30 November - 11 December 2015) and ITU-T Study Group 11 (2-11 December 2015).

2 A showcasing event is planned during the Workshop. It aims to demonstrate the variety of Voice over LTE (VoLTE) and Video over LTE (ViLTE) technical solutions which are available in ICT industry. All interested parties including vendors and operators are invited to participate in the showcasing. Participation is free of charge. To enable the ITU Secretariat to make the necessary arrangements concerning the organization of the showcasing, please confirm your participation via email to: [conformity@itu.int](mailto:conformity@itu.int) as soon as possible and before **23 November 2015**.

3 Service interoperability in fixed-mobile hybrid environments, including IoT, will be crucial in supporting a wide variety of high-quality services. CTOs recognized the need to expand access to high-quality, bi-directional services and invited ITU-T to encourage the standardization, testing and interoperability necessary to stimulate the rollout of these services in fields such as voice and video.

The target audience of this event includes Network Operators, Solution Vendors and SDOs

The workshop and showcasing will open at 0930 hours. Participants’ registration will begin at 0830 hours.

4 Discussions will be held in English only.

5 Participation is open to ITU Member States, Sector Members, Associates and Academic Institutions and to any individual from a country which 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 is free of charge.

6 A **draft programme** is in **Annex 1** and on the ITU website: <http://www.itu.int/en/ITU-T/Workshops-and-Seminars/conformity-interoperability/20150112/Pages/default.aspx>. This website will be regularly updated as new or modified information become available. Participants are requested to check periodically for new updates.

7 Wireless LAN facilities are available for use by delegates in the ITU main 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>).

8 For your convenience, a hotel confirmation form is enclosed as **Annex 2** (see [http://www.itu.int/travel/](http://www.itu.int/travel) for the list of hotels).

9 To enable ITU to make the necessary arrangements concerning the organization of the workshop, I should be grateful if you would register via the on-line form at: <http://www.itu.int/en/ITU-T/Workshops-and-Seminars/conformity-interoperability/20150112/Pages/default.aspx> as soon as possible, but **not later than 23 November 2015.** **Please note that pre-registration of participants to our events is carried out exclusively *online*.** Participants will also be able to register on-site on the day of the event. **Remote participation** will be provided. Details will be made available on the ITU website: [http://www.itu.int/en/ITU-T/Workshops-and-Seminars/conformity-interoperability/20150112/Pages/default.aspx](http://staging.itu.int/en/ITU-T/Workshops-and-Seminars/conformity-interoperability/20150112/Pages/default.aspx).

10 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 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](mailto: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 1  
(to TSB Circular 179)

**DRAFT AGENDA**

1. **Status of Voice and Video services over fixed and mobile environments, including IMT-advanced (LTE**)

* Share status of voice services: domestic and international use cases;
* Status of video communication services: domestic and international use cases.

1. **Analysis of standards**

* Status of relevant SDOs;
* Status of national standards;
* Status of ITU-T Recommendations.

1. **Issues for LTE**
2. **Issues for 5G**
3. **Action Plan**

ANNEX 2

(to TSB Circular 179)

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

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|  | **INTERNATIONAL TELECOMMUNICATION UNION** |  |

**TELECOMMUNICATION STANDARDIZATION SECTOR**

**Workshop on Voice and Video Services Interoperability Over Fixed-Mobile Hybrid Environments, Including IMT-Advanced (LTE)** on 1 December 2015 in Geneva, Switzerland

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.

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

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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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