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Geneva, 9 September 2013

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| Ref: Tel:  Fax: E-mail: | TSB Workshops/A.N.  +41 22 730 6301 +41 22 730 5853 [cristina.bueti@itu.int](mailto:cristina.bueti@itu.int) | - To Administrations of Member States of the Union;  - To ITU-T Sector Members;  - To ITU-T Associates;  - To ITU-T Academia;  - To CITEL Members |
|  |  | **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;  - To the Regional Director, ITU Regional Office for the Americas, Brasilia;  - To the ITU Area Offices in Honduras, Chile and Barbados;  - To the Permanent Mission of Argentina in Switzerland |

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| **Subject:** | **CITEL (PCC.I) /ITU Workshop on “Environmental Sound Management of E-waste” - Mendoza, Argentina, 9 October 2013** |

Dear Sir/Madam,

1 We are pleased to inform you that a one-day workshop on "**Environmentally Sound Management of E-waste**" is being jointly organized by the International Telecommunication Union (ITU) and the Permanent Consultative Committee I: Telecommunications/ICT (PCC.I) of the Inter-American Telecommunication Commission (CITEL) of the Organization of American States (OAS) to take place in Mendoza, Argentina on 9 October 2013.

The workshop will open at 09:30 hours. Registration will begin at 08:00 hours.

2 Discussions will be held in English and Spanish.

3 Participation is open to ITU Member States, Sector Members, Associates, Academic Institutions and CITEL Member States, Associate Members of PCC.I and OAS/CITEL Observers, as well as to anyone who wishes to contribute to the work. This includes individuals who are also members of international, regional and national organizations. The workshop is free of charge.

4 The key objective of the workshop is to provide an overview of best practices on policies, regulations and international standards for improving e-waste management. It will discuss how Waste Electrical and Electronic Equipment (WEEE) has a negative impact on the environment and human health, but can also provide opportunities for green economic growth and sustainable development by turning an e-challenge into an e-opportunity. The workshop will also provide a platform to discuss possible next steps, new cooperative options, business plans and other ways to deal with this problem.

The workshop will bring together leading specialists in the field, from top policy-makers to engineers, designers, planners, government officials, regulators, standards experts and others.

5 A draft programme of the workshop will be made available at website: <http://www.itu.int/en/ITU-T/Workshops-and-Seminars/sound-mgmt/201310/Pages/default.aspx> . Please do not hesitate to contact Cristina Bueti ([cristina.bueti@itu.int](mailto:cristina.bueti@itu.int) ) should you need additional information on the programme.

6 The first meeting of the ITU-T Study Group 5 Regional Group for the Americas (SG5 RG-AMR) will take place on 7 October from 16:30 to 18:30 hours immediately after the workshop.

7 These meetings are held in the framework of the XXIII meeting of PCC.I. Participants to these events who would like to attend the PCC.I meeting and have not registered on the CITEL website, please contact the Secretariat of CITEL ([citel@oas.org](mailto:citel@oas.org) ).

8 **Accommodation:** Detailed information on hotel accommodation, transportation, visa and health requirements can be found on the event website: <http://www.itu.int/en/ITU-T/Workshops-and-Seminars/sound-mgmt/201310/Pages/default.aspx>. This website will be updated as new or modified information become available.

9 **Fellowships:** Unfortunately, due to budget restrictions, there will be no fellowships offered for this workshop.

10 **Registration**: To enable TSB 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/sound-mgmt/201310/Pages/default.aspx> as soon as possible, **but not later than 2 October 2013**. **Please note that pre-registration of participants to workshops is carried out exclusively *online***.

11 We would remind you that citizens of some countries are required to obtain a visa in order to enter and spend any time in Argentina. The visa must be requested and obtained from the Argentina Embassy 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 see ITU-T website: <http://www.itu.int/en/ITU-T/Workshops-and-Seminars/sound-mgmt/201310/Pages/default.aspx> for additional information on visa requirements.

Yours faithfully,

Malcolm Johnson Héctor Carril  
Director of the Telecommunication Alternate Chair   
Standardization Bureau Permanent Consultative Committee I (PCC.I)