

TELECOMMUNICATION
STANDARDIZATION SECTOR

STUDY PERIOD 2013-2016

English only

Original: English

Tokyo, Japan, ~~12~~-13 October 2013

MEETING ANNOUNCEMENT

Source: ITU/TSB**Title:** Meeting of the Collaboration on ITS Communication Standards (revised)

1 The ninth meeting of the Collaboration on ITS Communication Standards will take place on **12-13 October 2013** at Shiba-koen Denki Building in Tokyo, Japan, at the kind invitation of the Telecommunication Technology Committee (TTC).

2 The meeting coincides with related events taking place in Japan in the same period:

- 7-11 October 2013, Kobe, Japan: Meeting of ISO TC204, see <http://www.jsae.or.jp/tc204/>;
- 14-18 October 2013, Tokyo, Japan: ITS World Congress, see <http://www.itsworldcongress.jp/>

3 The intent of the Collaboration is to provide a globally recognized forum for the creation of an internationally accepted, globally harmonized set of Intelligent Transportation Systems (ITS) communication standards of the highest quality in the most expeditious manner possible to enable the rapid deployment of fully interoperable ITS communication-related products and services in the global marketplace.

4 The results of previous Collaboration meetings are available at <http://itu.int/en/ITU-T/extcoop/cits/Pages/meeting-documents.aspx>.

5 Participation is open to: (1) Representatives of ITU Member States, Sector Members, Associates and Academia, and any individual from a country which is a member of ITU who wishes to contribute to the work; and (2) Any individual from a national, regional or international SDO who wishes to contribute to the work.

6 The work items of the Collaboration are reproduced on the Collaboration webpage: <http://itu.int/en/ITU-T/extcoop/cits/>. A draft agenda prepared by the Collaboration management and any contributions received will be made available on the webpage. Participants shall submit input documents in electronic format to ITU/TSB (tsbcits@itu.int).

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7 The meeting will open at ~~1300 hours on 12 October 2013~~ **0900 hours on 13 October 2013**. Participant registration will begin at ~~1230-0830~~ hours in the TTC meeting room in Shiba-koen Denki Building.

No registration fee is required for participating in this meeting, but no fellowships will be granted. The discussions will be held in English only. Wireless LAN facilities are available for use by delegates at the venue.

8 For your convenience, practical information about the meeting venue and how to reach it is reproduced as **Annex 1**.

9 To enable ITU/TSB and the host to make the necessary arrangements concerning the organization of the meeting, please register via the online form at: <http://itu.int/en/ITU-T/extcoop/cits/>, as soon as possible, but **not later than 4 October 2013**. **Please note that pre-registration of participants to the meeting is carried out exclusively online**. To easily provide you with any updates concerning the meeting planning, please fill in your valid e-mail address on your registration form.

10 **Remote Participation** is available for this meeting. As a remote delegate you will be able to hear discussions, see documents and presentations and interact with the remote meeting host. If you wish to participate as a remote delegate, you need to register in advance at <http://itu.int/en/ITU-T/extcoop/cits/>. Remote participation instructions will be made available to registered participants.

11 We would like to remind you that citizens of some countries are required to obtain a visa in order to enter and spend any time in Japan. **The visa must be requested at least four (4) weeks before the date of beginning of the meeting** and obtained from the office (embassy or consulate) representing Japan in your country or, if there is no such office in your country, from the one that is closest to the country of departure.

In case you need an invitation letter from TTC to support your visa application, please register for the meeting as described above, and kindly provide, **before 6 September 2013**, the confirmation, your full name, affiliation, nationality and passport number to Mr Yukio Yamanaka (i3cinfo@ttc.or.jp) **and** copy tsbcits@itu.int.

ANNEX 1

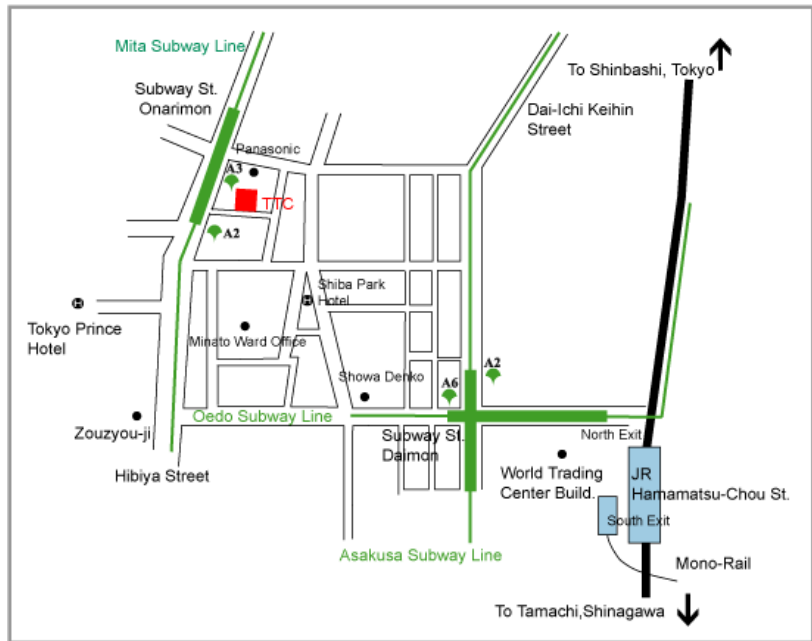
Practical Information

1. Venue

TTC

Shiba-koen Denki Building
1-1-12, Shiba-koen, Minato-ku
Tokyo 105-0011, Japan
Tel: +81 3 3432 1551

<http://www.ttc.or.jp/e/intro/map/>



2. Transport

From Narita Airport

- By taxi: Print and take along [this](#) map to describe the location of TTC to the taxi driver. About JPY 21,950-22,130 plus highway toll, about 50min.
- By limousine bus:
 - (1) Narita Airport - Shiba Park Hotel (take Narita Airport - Shiba-Area Bus). JPY 3,000, about 90-145min, 6-8 services/day.
 - (2) Narita Airport - Tokyo Station (take Narita Airport - Tokyo Station and Nihonbashi Bus). JPY 3,000, about 75-110min, 2-3 services/hour.
 - (3) Narita Airport - TCAT (Tokyo City Air Terminal) (take Narita Airport -TCAT Bus). JPY 2,900, about 60-90min, 3-6 services/day.
- By train:
 - (1) JR NaritaExpress (Narita Airport - Tokyo) (Reservation Seat Only). JPY 2,940, about 60min, 2 services/hour.
 - (2) Keisei-Skyliner (Narita Airport - Nippori) (Reservation Seat Only). JPY 2,400, about 36min, 1-2 services/hour.
 - (3) Keisei commuter train (Narita Airport - Daimon). Take for Haneda Airport, Nishimagome, or Misakiguchi Train. JPY 1,100-1,280, about 80-90min, 2-3 services/hour.

From Haneda Airport

- By taxi: Use the map to describe the location of TTC to taxi driver. About JPY 6,290-6,380 plus highway toll, about 40min.
- By train/monorail:
 - (1) Tokyo Monorail (Haneda Airport International Building (Hamamatsucho), JPY 470, about 16min.
 - (2) Keikyu-Line (Haneda Airport International Terminal - Daimon). Take train direct to Asakusa-Line (e.g. for Aoto, Inba-Nihonidai, Narita, or Narita-Airport train). JPY 510, about 20-30min.

From Tokyo Station

- By taxi (please use the map to describe the location of TTC to taxi driver) about JPY 1,250 , about 20min.
- By train: JR Yamanote-Line or Keihin Tohoku-Line (Tokyo - Hamamatsucho) direction Shinagawa, etc. JPY 150, about 6min.

From Nippori Station

- By taxi (please use the map to describe the location of TTC to taxi driver) about JPY 3,230, about 30min.
- By train: JR Yamanote-Line or Keihin Tohoku-Line (Nippori-Hamamatsucho) direction Tokyo, Shinagawa, etc. JPY 160, about 17min.

From TCAT

- By taxi (please use this map to describe the location of TTC to taxi driver) about JPY 1,790, about 20min.
- By subway: From Suitengumae Station (Z10) (Directly connected to TCAT) of Tokyo metro Hanzomon Line, direction Shibuya, etc. Exchange to (Toei) Mita Line at Otemachi Station (Z8/I9). Direction Mita, Hiyoshi, Meguro, etc. Stop Station Onarimon (I6). JPY 260, about 19min.

3. Hotels

Shiba Park Hotel

Address: 1-5-10 Shiba-koen, Minato-ku, Tokyo. 105-0011

Phone : +81 33433 4141

Fax +81 33433 4142

<http://en.shibaparkhotel.com/>

TTC office is located about 100m north of Shiba Park Hotel as shown in the map above.

Tokyo Prince Hotel

Address: 3-3-1 Shiba-koen, Minato-ku, Tokyo. 105-8560

Phone : +81 33432 1111

<http://www.princehotels.com/en/tokyo/>

TTC office is located about 100m east of Tokyo Prince Hotel as shown in the map above.

4. Host contact person

Mr Yukio YAMANAKA

The Telecommunication Technology Committee (TTC)

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