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| **Telecommunication StandardizationBureau** |  |
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 Geneva, 7 August 2012

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| Ref:Tel:Fax: | **TSB Circular 284**TSB Workshops/P.R.+41 22 730 5866+41 22 730 5853 | - To Administrations of Member States of the Union;- To ITU Sector Members;- To ITU Associates;- To ITU Academia; |
| E-mail: | 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;- The Regional Director, ITU Regional Office, Cairo;- The Permanent Mission of Lebanon in Geneva |
| Subject: | **ITU Workshop on “Enabling E-economy in MENA Region: Cyber Security Best Practices**” - (**Beirut, Lebanon, 1 – 2 October 2012)** |

Dear Sir/Madam,

1 I would like to inform you that a two-day workshop on “**Enabling E-economy in MENA Region: Cyber Security Best Practices**” will take place from 1 to 2 October 2012 at the American University of Beirut (AUB) Beirut, Lebanon.

The workshop will open at 09:00 hours. Participants’ registration will begin at 08:30 hours.

2 Discussions will be held in English only.

3 Participation is open to ITU Member States, Sector Members, Associates and Academia and to any individual from a country which is a member of ITU who wishes to contribute to the discussions. This includes individuals who are also members of international, regional and national organizations. The workshop is free of charge but no fellowships will be granted.

4 This workshop is in line with the ITU Global Cybersecurity Agenda (GCA) which provides a framework within which an international response to the growing challenges to cybersecurity can be coordinated and addressed. The GCA is based on international cooperation and strives to engage all relevant stakeholders in a concerted effort to build confidence and security in the information society.

5 The aim of this workshop is to consider cybersecurity with particular focus on the situation in the Middle East region. The aim of the workshop is to regionally disseminate security best practices and to engage stakeholders from different sectors and different nations.

6 The target audience of this workshop includes regulatory agencies, policy makers, private sector (service providers, telecommunication operators, manufacturers and solution providers, banking, health), and academia.

7 A preliminary draft programme of the workshop is set out in **Annex 1** hereto. The updated programme, presentations and relevant information will be made available on the ITU-T website at the following address: <http://www.itu.int/en/ITU-T/Workshops-and-Seminars/cybersecurity/201210/Pages/default.aspx>.

8 Wireless LAN facilities are available for use by delegates in the AUB conference room areas.

9 For your convenience, **Annex 2** provides a list of hotels and other logistical information about AUB and Beirut.

10 **Please note that pre-registration of participants to workshops is carried out exclusively *online*.** To enable TSB to make the necessary arrangements concerning the organization of the workshop, I would be grateful if you would register via the on-line form at
<http://www.itu.int/cgi-bin/htsh/edrs/ITU-T/workshop/edrs.registration.form?_eventid=3000410> as soon as possible, but **not later than 20 September 2012.**

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 Lebanon. **The visa must be requested at least four (4) weeks before the beginning of the workshop** and obtained from the office (embassy or consulate) representing Lebanon in your country or, if there is no such office in your country, from the one that is closest to the country of departure.

 All foreigners must have a valid passport and visa to enter Lebanon. Passports must be valid for at least six months. Visas can be obtained in advance at Lebanese embassies and consulates around the world. Nationals of many countries can also obtain business or tourist visas upon arrival at the Beirut Airport and at other ports of entry on the Lebanese border. At the Beirut Airport, visa stamps can be purchased at a window directly across from passport control. You can pay in cash in U.S. dollars or Lebanese pounds. The price of a 15-day visa is US$ 17 (LL 25,000). A single entry, three-month visa is US$ 35 (LL 50,000).

 Contact the Lebanese embassy or consulate in your country or see <http://www.general-security.gov.lb/English/SiteUtils/HomePage/Pages/HomePage.aspx> for additional visa information.

Yours faithfully,

Malcolm Johnson
Director of the Telecommunication
Standardization Bureau

**Annexes: 2**

ANNEX 1
(to TSB Circular 284)

**Draft Programme**

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| **ITU Workshop on “Enabling E-economy in MENA Region: Cyber Security Best Practices**” |

**(Beirut, Lebanon, 1 – 2 October 2012)**

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| **First Day, 1 October 2012** |
| **09:00 – 09:15** | **Welcome and introduction:*** Imad Elhajj, AUB
 |
| **09:15 – 10:45** | **Keynotes:** |
| 09:15 – 09:30 (15min) | * AUB
 |
| 09:30 – 09:45 (15min) | * Bilel Jamoussi, ITU
 |
| 09:45 – 10:00 (15min) | * AICTO
 |
| 10:00 – 10:45 (45min) | * Nicolas Sehnaoui, Minister of telecommunications in Lebanon
 |
| **10:45 – 11:00 (15min)** | **Coffee break** |
| **11:00 – 13:00** | **Session 1: Government policies and readiness:** |
| 11:00 – 11:40 (40min) | * Imad Hoballah, TRA
 |
|  11:40 – 12:20 (40min) | * “Lebanese Cyber Law”
 |
| 12:20 – 13:00 (40min) | * “Report from ITU COP workshop in Algeria, and COP activities in the Arab region”: Rouda Alamir Ali, ITU/BDT
 |
|  **13:00 – 14:00 (1h)** | **Lunch break** |
| **14:30 – 16:25** | **Session 2: Cloud computing security:** |
| 14:00 – 14:35 (35min) | * “Cloud computing security”,Jamil Chawki, France Télécom-Orange
 |
| 14:35 – 15:20 (45min) | * “Identity in the cloud”, Abbie Barbir, Bank of America
 |
| 15:20 – 15:55 (35min) | * “Application security in the cloud, mobile applications”, Microsoft (tbc)
 |
| **15:55 – 16:25** | **Coffee break** |
| **16:25 -18:40**  | **Session 3: Financial security:** |
| 16:25 -17:15 (50 min) | * “E-signatures”, Zeina Aoun, Lebanese Central Bank
 |
| 17:15 – 18:00 (45min) | * Financial Institutions role in securing the online transaction”
 |
| 18:00 – 18:40 (40min) | * “PKI and e-signatures in the Middle East”: AICTO (tbc) or Jacques Seneca, Gemalto, France (tbc)
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| **Second day, 2 October 2012** |
| **09:00 – 10:15** | **Session 4: Endpoint security:** |
| 09:00 – 09:40 (40min) | * “Intel secure storage and end point security for devices”, Shahrokh Shahidzadeh, Intel Corporation (tbc)
 |
| 09:40 – 10:15 (35min) | * Rabih Itani, Aruba Networks (tbc)
 |
| **10:15 – 10:30 (15min)** | **Coffee break** |
| **10:30 – 11:45 (1:15)** | **Session 5: Panel: Enabling digital economy by security and with infrastructure** |
| * Panelist 1 – ICT infrastructure for e-economy, Firas Abi Nassif, Ministry of Telecom, Lebanon
 |
| * Panelist 2 – TBC
 |
| * Panelist 3 – Tarkan Maner, President and CEO, Wyse Technology (tbc)
 |
| **11:45 – 12:00 (15min)** | **Closure** |

ANNEX 2

(to TSB Circular 284)

1. **AUB Address in Beirut**

American University of Beirut
Bliss Street, Ras Beirut
Lebanon

**Miscellaneous information:**

* Airport to AUB (Taxi or hotel Shuttle).
AUB has special offer for taxi rates from Allo Taxi (<http://www.allotaxi.com.lb/>, operation@allotaxi.com.lb), mention AUB for special rate.
* For more information about location and transportation check: <http://www.aub.edu.lb/main/about/Pages/campus.aspx>
* For info about Beirut and Lebanon check:

<http://www.aub.edu.lb/main/about/Pages/beirut-lb.aspx>

1. **List of Hotels**

| **HOTEL NAME** | **CONTACT PERSON** | **ADDRESS** | **TELEPHONE (Lebanon country code +961)** |
| --- | --- | --- | --- |
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| **LE BRISTOL HOTEL** | Maya Abi Karam m.abikaram@lebristol-hotel.com | VERDUN | 03/578150 |
|
| **Low Season**From Aug. 31, 2012 till Oct. 24 2012 |
|
| **CASADOR** | Marwan Mahmoudinfo@casadorhotel.com | Hamra St. | 01-746400 |
| **High Season**June till July 20th and Occasions (Fitr, Adha and New Year) | 01-347840 |
|  |
| **CAVALIER** | Ayman Naserelddine ayman@hotelcavalier.com | Hamra st. | 01-35300101-347681 (fax) |
|
| **CORAL SUITES** | Mira Mikhaelm.mikhael@coral-hamra.combookings should be sent to Reservation@coral-hamra.com | Hamra-Baalbek St. | 01-343411Fax: 01-345609 |
|
| **CROWNE PLAZA** | Solange Rahmeh | Hamra St. | Tel: 01-754 755 |
| srahme@cpbeirut.com |  | Fax: 01-749555 |
| **Season Reference 2012**Eid El Adha: 24 October- 2 November, 2012 |
|
| **FOUR SEASONS** | Ms. Maya Makhoul | Minet El Hosn | 01-761000 |
| maya.makhoul@fourseasons.com |
| **2012 Seasons Reference** |  |  |
| **Date Range** | **Seasons** | **Cancel policy** |
| 26 Aug- 24 Oct | Mid Season | 48 Hr |
| **GEFINOR ROTANA HOTEL \*\*\*\*\*** | Eddy Daccacheeddy.daccache@rotana.com | Clemanceau | **Reservation**01-37188801-372999 (fax)res.gefinor@rotana.com |
|
| **Low Season 2012**From September 9 till October 16 |
|
| **GOLDEN TULIP** | Lara Zinjisales.exe@goldentulipserenada.com | Hamra, Abdel Aziz Str. | 01-75555001-755551 (fax) |
|
| **HOLIDAY INN** | Mansour Sahyoun mansour.sahyoun@hidunes.com | Verdun Str. - Dunes Center | 01-771100 Fax: 01-771177 |
|
| **High Season rates are applicable during these periods:**Fitr Period: From August 15 till September 30, 2012 |
| **MAYFLOWER HOTEL \*\*\*\*B** | Micheline Atik | Hamra | 01-340680 |
| **Low Season:**From September 2 till October 24, 2012 |
|
| **LE MERIDIEN COMMODORE** | reservations@lecommodorehotel.comNadine Nassar: Sales Manager | Commodore St. | 01-734734 |
| 03-710636 |
|  |
| 01- 345806/7 (fax) |
| **Seasonality 2012:Business Season:**September 11 to October 23 includedNovember 03 to December 26 included |
|
| **MIDTOWN HOTEL AND SUITES** | Amale El Hajj a.elhajj@midtownhotelsuites.com | Hamra- Bliss Street | 01-347555 |
| **High Season 2012:** \* The High Season dates may not be accurate and are subject to change without prior notice. |
|
| **MONROE HOTEL** | Taline Keuroghliantaline.keuroghlian@monroebeirut.com | Kennedy St. | 01-371122 |
| **High Season**Al Fitr: From August 18 till September 30, 2012 |
| **MÖVENPICK** | Mr. Fady Bou-Daher | Raouché | 01/869666 |
| fady.boudaher@moevenpick.com |
| **Seasonality 2012High Season rates:**27 to 31 September |
| **PALM BEACH** | Antoinette Bassil (03/ 782 592)reservation@palmbeachbeirut.comsales-marketing@palmbeachbeirut.com | Ain El Mreisseh | 01-372000 Fax:01-368109 |
|
| **ORIENT QUEEN HOMES** | Amina Zahweamina.zahwe@orientqueenhomes.com | Ain El Mreisseh | 01-361140 |
|
| **RIVIERA HOTEL** | Rana Daherranadaher@rivierahotel.com.lb | EL Manara | 01-373210 |
| **Low Season**From September 10 till October 25, 2012 |
| **Le VENDOME BEIRUT** | Chadi Mezherchadi.mezher@levendomebeirut.com | Ain El Mrayseh | 01/369280 |
| **Medium Season**From September 1 till October 16, 2012 |
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1. **Visa information**

All foreigners must have a valid passport and visa to enter Lebanon. Passports must be valid for at least six months. Visas can be obtained in advance at Lebanese embassies and consulates around the world. Nationals of many countries can also obtain business or tourist visas upon arrival at the Beirut Airport and at other ports of entry on the Lebanese border. At the Beirut Airport, visa stamps can be purchased at a window directly across from passport control. You can pay in cash in U.S. dollars or Lebanese pounds. The price of a 15-day visa is US$17 (LL25,000). A single entry, three-month visa is US$35 (LL50,000).

Contact the Lebanese embassy or consulate in your country or see <http://www.general-security.gov.lb/English/SiteUtils/HomePage/Pages/HomePage.aspx> for additional visa information.

1. **About country**

For info about Beirut and Lebanon check: <http://www.aub.edu.lb/main/about/Pages/beirut-lb.aspx>.

1. **Weather**

Summer (June-September) in Lebanon is made for sun worshiping, beaches, mountain escapes, and cultural festivals. The clear skies and warm temperatures along the coast, 20-32°C (68-90°F), cooler mountain, 6-22°C (45-70°F).

1. **Currency**

The official Lebanese currency is the Lebanese pound or lira (LL). Notes are available in denominations of: LL1,000; LL5,000; LL10,000; LL20,000; LL50,000; and LL100,000. There are also LL250 and LL500 coins.

U.S. dollars are used widely throughout the country. Restaurants, hotels, and stores often quote their prices in U.S. dollars, and many establishments will convert and provide U.S. dollar prices for you upon request. If you plan to use U.S. dollars, it is advisable to bring small bills (US$1 to US$20 notes).

The US$/LL exchange rate is relatively stable, hovering around US$1=LL1,500.

1. **Time zone**

Lebanese time is G.M.T. +2 hours in winter (October to March) and +3 hours in summer (April to September), when daylight savings time is observed.

1. **Banking facilities**

Money or travellers checks can be exchanged at banks, private money exchange shops, and major hotels. Major credit cards (Visa, MasterCard, American Express, Diners Club) are accepted at most large establishments throughout the country. ATMs are also widely available in Beirut and larger cities and will usually dispense both U.S. dollars and Lebanese pounds.

1. **Language**

While Arabic is Lebanon's official language, English and French are widely spoken. Most Lebanese speak at least two or three languages, and visitors will find no problems communicating. Many establishments provide signs, menus, and information in both Arabic and English.

1. **Electricity (voltage used)**

220v, 50Hz, A two-pin plug, with round pins is commonly used (Type C, similar to many European countries).

1. **Vaccination requirements**

 None.

Lebanon is a developed country with relatively good health facilities. Similar to travel to other foreign countries, hepatitis A and B vaccines are recommended; also make sure tetanus-diphtheria and measles vaccinations are up-to-date. A typhoid vaccine is also recommended for travel to Lebanon.

1. **Local host contact**

Name: Imad Elhajj

Email: imad.elhajj@aub.edu.lb Telephone: +96170184884

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