|  |  |
| --- | --- |
| **Bureau de la normalisation des télécommunications** | **logo_F_** |
|  |  |

Genève, le 23 mai 2012

|  |  |  |
| --- | --- | --- |
| Réf.: | **Circulaire TSB 287** SCN/ra | - Aux administrations des Etats Membres de l'Union;  - Aux Membres du Secteur UIT-T;  - Aux Associés de l'UIT-T;  - Aux établissements universitaires participant aux travaux de l'UIT-T;  - Aux Présidents et Vice-Présidents de toutes les Commissions d'études de l'UIT‑T |
| Tél.: Fax: E-mail | +41 22 730 6805 +41 22 730 5853 [tsbiptv@itu.int](mailto:tsbiptv@itu.int) | **Copie**:  - Au Directeur du Bureau de développement  des télécommunications;  - Au Directeur du Bureau des radiocommunications |

|  |  |
| --- | --- |
| Objet: | **Réunion de l'UIT‑T sur l'initiative relative à l'élaboration de normes mondiales sur la télévision IP (IPTV-GSI) Milpitas, Californie (Etats-Unis d'Amérique), 24‑28 septembre 2012** |

Madame, Monsieur,

Conformément à la demande du Coordonnateur de l'initiative relative à l'élaboration de normes mondiales sur la télévision IP (IPTV-GSI), M. Masahito Kawamori, et comme l'ont confirmé les responsables des commissions d'études concernées, j'ai l'honneur de vous informer que la prochaine réunion IPTV‑GSI de l'UIT‑T aura lieu à Milpitas, Californie (Etats-Unis d'Amérique), du 24 au 28 septembre 2012, à l'aimable invitation de Cisco Systems, sur son campus de San José-Milpitas.

La réunion s'ouvrira à 9 h 30 le premier jour. L'enregistrement des participants débutera à 8 h 30. Les précisions relatives aux salles de réunion seront indiquées sur place.

La page web de l'UIT‑T <http://itu.int/ITU-T/gsi/iptv/>, qui donne des informations sur la réunion, sera actualisée, si nécessaire.

Vous trouverez dans l'**Annexe 1** des précisions sur le projet de programme de travail de la réunion. Les ordres du jour proposés pour les groupes du Rapporteur seront accessibles depuis la page web de l'IPTV-GSI.

Vous trouverez dans l'**Annexe 2** des informations supplémentaires concernant la réunion.

Veuillez agréer, Madame, Monsieur, l'assurance de ma haute considération.

Malcolm Johnson  
Directeur du Bureau de la  
normalisation des télécommunications

**Annexes**: 2

**ANNEX 1  
(to TSB Circular 287)**

**Draft IPTV-GSI work plan\*,\*\***(Milpitas, 24 – 28 September 2012)

|  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- |
|  | **Monday  24 September** | | | | | **Tuesday  25 September** | | | | | **Wednesday  26 September** | | | | | **Thursday 27 September** | | | | | **Friday  28 September** | | | | |
|  | **AM** | | **PM** | | **(0)** | **AM** | | **PM** | | **(0)** | **AM** | | **PM** | | **(0)** | **AM** | | **PM** | | **(0)** | **AM** | | **PM** | | **(0)** |
| TSR [50] | X |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  | X |  |
| **SG 16** | | | | | | | | | | | | | | | | | | | | | | | | | |
| Q13/16 [30] \*\*\* |  | X | X | X |  | X | X | X | X |  | X | (1) | X | X |  | X | X | X | X |  | X | X | X |  |  |
| Q28/16 [10] \*\*\* |  |  |  |  |  |  |  | X |  |  |  | (1) |  |  |  |  |  |  |  |  |  |  |  |  |  |

|  |  |  |
| --- | --- | --- |
| **Notes/Legend:** | | |
| \* The list of participating Questions is *tentative* at the time of issuance of this Circular. The final list of Questions and their meeting times are subject to change. | | |
| \*\* Session times, unless otherwise stated, are 0930 to 1045, 1115 to 1230, 1430 to 1545 and 1615 to 1730 hours. Evening sessions start at 1800 hours. | | |
| \*\*\* Confirmation of participation of individual Questions is subject to confirmation by the *parent SG management*, as per the usual rules for confirmation of Rapporteur group meetings. | | |
| [N] Room capacity | | |
| (0) Evening session |  |  |
| (1) Joint meeting |  |  |

**ANNEX 2  
(to TSB Circular 287)**

**Delegate information**

# KEY DEADLINES (before meeting)

|  |  |
| --- | --- |
| 2012-06-24 | - requests for visa support letters |
| 2012-08-18 | - registration on the IPTV-GSI website |
| 2012-09-11 | - final deadline for contributions |

# CONTRIBUTIONS

**DEADLINES FOR CONTRIBUTIONS:** TSAG, at its February 2011 meeting, agreed that the trial of a deadline of twelve calendar days for submitting contributions to ITU-T meetings would continue. Such contributions must therefore be received by TSB **not later than 11 September 2012**.

Contributions are to be submitted by electronic mail to the TSB IPTV secretariat at [tsbiptv@itu.int](mailto:tsbiptv@itu.int). IPTV-GSI Contributions will be posted at <http://itu.int/ITU-T/gsi/iptv/>.

**TEMPLATES:** Please use the provided set of templates to prepare your contribution. The templates are accessible from the IPTV-GSI web page, under “Resources” (<http://itu.int/oth/T0A0F000010>). The name, fax and telephone numbers and e-mail address of the person to be contacted about the contribution should be indicated each contribution and on the cover page of all documents.

# REGISTRATION

Registration for the meeting will be carried out exclusively through the ITU website; see the link at the IPTV-GSI home page (<http://itu.int/en/ITU-T/gsi/iptv>).

To enable TSB and the host to make the necessary arrangements concerning the organization of the IPTV-GSI event, delegates should register as soon as possible, but **not later than 18 August 2012**.

# VENUE AND TRANSPORTATION

**VENUE:** The meeting will be hosted by Cisco Systems at its San José-Milpitas campus. The venue address is (<http://g.co/maps/dv9qu> or <http://cisco.com/web/about/ac156/downloads/campusmap.pdf>):

Cisco Building 24  
510 McCarthy Blvd  
Milpitas, CA 95035  
United States

There will be a reception desk where delegates will be provided with a badge to enter the facilities.

**AIRPORT:** The airport nearest the Cisco campus in Milpitas is the San Jose International Airport (SJC) <http://flysanjose.com/>, located about 15 minutes by taxi from the campus. San Francisco Airport (SFO) is also a reasonable choice located about 60 minutes (depending upon traffic) by taxi from the campus.

**TAXIS:** Taxi service is available from the airport by multiple taxi service providers, e.g. Yellow Airport Taxi Cab services (<http://www.airporttaxicabservices.com/>). Rates are based on distance and tipping is customary.

**CAR RENTAL:** Those who expect to travel frequently might also wish to consider renting a car. A number of popular rental car companies are located at the SJC Airport (in alphabetical order):

* Advantage: +1-800-777-5500 (Daily: 05:00-12:00)
* Alamo: +1-800-327-9633 (Daily: 05:30-12:30)
* Avis: +1-800-831-2847 (24 hours)
* Budget: +1-800-527-0700 (Daily: 06:00-12:00)
* Dollar: +1-800-800-4000 (Daily: 05:30-12:00)
* Enterprise: +1-800-736-8222 (Mon-Fri and Sun: 07:00-23:30; Sat: 07:00-20:00)
* Fox: +1-800-225-4369 (Daily: 05:00-01:30)
* Hertz: +1-800-654-3131 (Daily: 05:00-02:30)
* National: +1-800-227-7368 (Daily: 05:30-12:30)
* Thrifty: +1-800-367-2277 (Daily: 05:30-12:00)

**PUBLIC TRANSPORTATION:** VTA (<http://www.vta.org/services/light_rail_services.html>) offers more than 68 km of light rail service through the cities of San Jose, Santa Clara, Sunnyvale and Campbell and Mountain View. There are 62 convenient stops along the system, including: residential areas of South San Jose, Downtown San Jose, San Jose Civic Center, North First Street high-tech area, Paramount's Great America theme park, Tasman Drive high-tech and residential areas, Downtown Campbell, Lockheed Martin, Middlefield Road industrial areas, and Downtown Mountain View.

# RESTAURANTS

There are a number of places to eat in the vicinity of the Cisco campus, see the following link: <http://yelp.com/search?find_desc=restaurants+near+510+McCarthy+Blvd+milpitas+ca&find_loc=Milpitas+CA+USA>.

# VISA INFORMATION

Delegates are kindly reminded that citizens of some countries are required to obtain a visa in order to enter and spend time in the United States. The visa must be requested and obtained from the embassy or consulate representing the United States in your country. Delegates who need an invitation letter for visas should contact Mr Philip Jacobs ([phjacobs@cisco.com](mailto:phjacobs@cisco.com)), providing the family name, first name, and other identifying information required by the US embassy or consulate in your country. Visa processing times vary from country to country, check with the US embassy or consulate that applies to you. Delegates are encouraged to plan for applying to an entry visa as early as possible.

Early registration of your attendance is welcome and encouraged, but preferably before **18 August 2012** to ensure adequate meeting space is available.

# HOTEL ROOM RESERVATION

No hotel rooms have been reserved for this meeting and participants should directly contact the hotel of their choice for room availability and reservation. There are several choices near the Cisco campus from which to choose from either in San José or Milpitas (<http://yelp.com/search?find_desc=hotels+‌near+510+McCarthy+Blvd+milpitas+ca&find_loc=Milpitas+CA+USA>).

* <http://www.ichotelsgroup.com/crowneplaza/hotels/us/en/milpitas/sfomp/hoteldetail>
* <http://hamptoninn.hilton.com/en/hp/hotels/index.jhtml?ctyhocn=SFOMPHX>
* <http://www.beverlyheritage.com/index1.shtml>
* <http://deals.sheraton.com/Sheraton-San-Jose-Hotel-670/so.htm>

\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_