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| **Telecommunication StandardizationBureau** | ITU logo |
|  | Geneva, 12 December 2014 |
| Ref: | **TSB Circular 130**TSB Workshops/M.A. | - To Administrations of Member States of the Union;- To ITU-T, ITU-D and ITU-R Sector Members;- To ITU-T Associates;- To ITU-T Academia |
| Contact: | Martin Adolph |
| Tel: | +41 22 730 6828 |
| Fax: | +41 22 730 5853 |
| 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 |
| Subject: | **ITU Symposium on “The Future Networked Car” - Geneva International Motor Show (FNC-15)” Geneva, 5 March 2015** |

Dear Sir/Madam,

1 I would like to inform you that the next ITU symposium on **“The Future Networked Car”** will take place at Geneva PALEXPO on 5 March 2015 within the 85th Geneva International Motor Show.

The symposium will open at 0930 hours. Participant registration will begin at 0830 hours at PALEXPO. Detailed information concerning the workshop meeting room will be displayed at the entrances to the Conference Centre in PALEXPO.

2 Discussions will be held in English only.

3 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 in the symposium will be **free of charge**.

4 Held during the **first public day** of the motor show, **The Future Networked Car** will bring together representatives of the automotive and information and communication technology (ICT) industries, governments and their regulators, motor sport and international automobile associations to discuss the status and future of ICTs’ integration in vehicles.

5 A draft programme, which will be regularly updated, will be made available on the event website: <http://itu.int/en/fnc/2015/>. Please do not hesitate to contact Martin Adolph (martin.adolph@itu.int) should you need additional information on the programme.

6 Practical information on the symposium venue as well as a list of tourist offices are provided in **Annex 1** hereto.

7 Information relating to the symposium is available on the ITU website at the following address: <http://itu.int/en/fnc/2015/>. Participants are requested to check periodically for new updates.

8 For your convenience, a hotel confirmation form is enclosed as **Annex 2** (see <http://www.itu.int/travel/> for the list of hotels). Finding accommodation during the 85th International Motor Show in Geneva might be difficult, we therefore urge participants to book rooms as soon as possible.

9 Participants are requested to register to the symposium via the online registration form on the ITU-T website: <http://www.itu.int/online/regsys/ITU-T/misc/edrs.registration.form?_eventid=3000735> by **16 February 2015.**

10 An open meeting of the **Collaboration on ITS Communication Standards** will take place **at ITU headquarters on 6 March 2015**. More information about this meeting is available at <http://itu.int/go/ITScomms>.

11 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), 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 Academia.**

Yours faithfully,

Malcolm Johnson
Director of the Telecommunication
Standardization Bureau

**Annexes: 2**

ANNEX 1

(to TSB Circular 130)

**Practical information**

The symposium will be held during the 85th Geneva International Motor Show.

The symposium will be held in Room E of the Conference Centre in **Hall 1** of Geneva PALEXPO.

Maps indicating the location of PALEXPO, the Conference Centre as well as access for the disabled can be found under the following link:
<http://www.palexpo.ch/>

**Contact Information for Tourist Offices in Geneva, Vaud and neighbouring France**

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| **Tourist Office for:** | **Tel:** | **Fax:** | **Address** | **URL** |
| **Geneva** | +41 (0)22 909 70 00  | +41 (0)22 909 70 11 | 18, rue du Mont-Blanc 1201 Geneva | [www.geneve-tourisme.ch](http://www.geneve-tourisme.ch) |
| **Morges** | +41 (0)21 801 32 33 | +41 (0)21 801 31 30 | Rue du Château 1110 Morges | <http://www.morges.ch/> |
| **Vaud** | +41 (0)21 613 26 26 | +41 (0)21 613 26 00 | Avenue d'Ouchy 60Case Postale 164 1000 Lausanne 6 | <http://www.region-du-leman.ch/> [www.lausanne-tourisme.ch](http://www.lausanne-tourisme.ch)<http://www.vaudtourisme.ch/>  |
| **Evian** | +33 (0) 450 75 04 26 | +33 (0) 450 75 61 08 | BP 18 - 74502 Evian-les-Bains Cedex - France | [www.eviantourism.com](http://www.eviantourism.com/) |
| **Annecy** | +33 (0) 450 45 00 33 | +33 (0) 450 51 87 20 | Bonlieu 1 rue Jean Jaurès, 74000 AnnecyFrance | [www.lac-annecy.com](http://www.lac-annecy.com) |
| **Divonne-les-Bains** | +33 (0) 450 20 01 22 | +33 (0) 450 20 00 40 | Rue des Bains - B.P. 90, 01220 Divonne-Les-Bains France | [www.divonnelesbains.com](http://www.tourisme.fr/module/stat/url/url.asp?insee=01143&url=http://www.divonnelesbains.com) |

Additional link:

[www.MySwitzerland.com](http://www.MySwitzerland.com)

ANNEX 2

 (to TSB Circular 130)

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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**

***ITU Symposium on “The Future Networked Car”,***

*Geneva, Switzerland* ***(5 March 2015)***

*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.*

*Family name* -------------------------------------------------------------------------------------------------------------------

*First name*  ------------------------------------------------------------------------------------------------------------------

*Address*  ------------------------------------------------------------------------ *Tel: -------------------------------*

*----------------------------------------------------------------------------------------- Fax: -------------------------------*

*----------------------------------------------------------------------------------------- E-mail:* ------------------------------

*Credit card to guarantee this reservation*: AX/VISA/DINERS/EC (*or* *other) -----------------------------------*

*No.* -------------------------------------------------------- *valid until* ------------------------------------------------

*Date* ------------------------------------------------------ *Signature*  ---------------------------------------------------

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