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| **Joint Video Experts Team (JVET)**  **of ITU-T SG 16 WP 3 and ISO/IEC JTC 1/SC 29/WG 11**  11th Meeting: Ljubljana, SI, 10–18 July 2018 | Document: JVET-K\_Logistics (v1) |

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| *Title:* | Meeting announcement for the 11th JVET meeting (Ljubljana, SI, 10–18 July 2018) | | |
| *Status:* | Meeting announcement issued by the chairmen of JVET | | |
| *Purpose:* | Announcement | | |
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| *Source:* | JVET chairs | | |

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The 11th meeting of the ITU-T/ISO/IEC Joint Video Experts Team (JVET, formerly known as "Joint Video Exploration Team" with the same abbreviation) will be held in Ljubljana, Slovenia, at the GR – Ljubljana Exhibition and Convention Centre (Dunajska cesta 18, 1000 Ljubljana, Slovenia), as previously planned and announced, under the auspices of (and collocated with) a corresponding meeting of ITU-T Study Group 16.

The JVET meeting will begin on Tuesday 10 July 2018 at approximately 0900 hours, and will end by mid-afternoon on Wednesday 18 July 2018. The meeting organizer of the SG 16 meeting is Kenzler Conference Management. The local contact person and conference manager is Ms Silke Kenzler, Karla-Schmidt-Str.14, D-30655 Hannover, Germany, Tel: +49 (0) 511 655 81 86 0, Fax: +49 (0) 511 655 81 86 1, E-mail: [office@kcmweb.de](mailto:office@kcmweb.de).

Further information about the JVET and its work can be found at <https://www.itu.int/en/ITU-T/studygroups/2017-2020/16/Pages/video/jvet.aspx>.

Below is some information relating to the arrangements for the meeting:

1) The contribution document registration, submission and archive site for the JVET is <http://phenix.it-sudparis.eu/jvet/>.

2) As agreed at the April 2018 meeting in San Diego, the contribution document deadline for this JVET meeting will be Monday 2 July 2018, to enable study of contributions prior to the meeting.

3) A contribution document template for the JVET meeting, JVET-Kxxxx.doc is available at the site identified in item 1 above and at <http://ftp3.itu.int/av-arch/jvet-site/2018_07_K_Ljubljana/>. The document template contains important information about preparing and submitting contribution documents. Please read the instructions carefully if you plan to submit a contribution. Meeting notes, written in the form of a draft meeting report, will also be made available at that site during and after the meeting.

4) The link to the registration site for the JVET meeting is <https://www.itu.int/reg/tmisc/3001076>. All participants are urged to register as soon as possible, and not later than **9 June 2018**, to enable appropriate facilities planning.

5) There is no facilities fee for attending this JVET meeting.

6) This JVET meeting is being held under the auspices of a corresponding meeting of ITU-T Study Group 16. The meeting of SG 16 will be held from 9 to 20 July 2018 at the same location, as announced in [TSB Collective letter 4/16](https://www.itu.int/md/T17-SG16-COL-0004/en). Logistics information provided by the host for the SG 16 meeting can be found at <https://www.kcmweb.de/conferences/itu_sg16/>. This includes information about meeting logistics, travel, hotel booking, travel visa needs, and the Ljubljana area. The SG 16 web site is at <http://itu.int/ITU-T/go/sg16>, and the Collective Letter and instructions can be found there for registration to attend the SG 16 meeting. Please be advised that registration for the JVET meeting is separate from registration for the associated meeting of SG 16.

7) A meeting of ISO/IEC JTC 1/SC 29/WG 11 (MPEG) will also be held from 16 to 20 July 2018 at the same location. Further information for the MPEG meeting can be found at <http://mpeg.chiariglione.org/> and <http://www.kcmweb.de/conferences/mpeg123>. Please be advised that registration for the JVET meeting is separate from registration for the meeting of MPEG. MPEG participants must also register for the MPEG meeting using the LiveLink system at <https://sd.iso.org/meetings/48615> as well as through <http://www.kcmweb.de/conferences/mpeg123>.

8) Participants are encouraged to subscribe to the JVET email reflector at <http://mailman.rwth-aachen.de/mailman/listinfo/jvet>. Additional important information for the meeting will be announced on the reflector.

9) You need to hold certain qualifications in order to be allowed to attend the JVET meeting. It is your responsibility to understand and fulfil those requirements. If you do not understand what qualifications are needed to attend, you may consult Gary Sullivan ([garysull@microsoft.com](mailto:garysull@microsoft.com)) or Jens-Rainer Ohm ([ohm@ient.rwth-aachen.de](mailto:ohm@ient.rwth-aachen.de)) for assistance. If you are qualified to participate either in ITU-T SG 16 or MPEG, then you are also qualified to participate in the JVET meeting.

10) We would like to remind you that a valid passport is required to enter Slovenia and that an entry visa is also required for delegates from some countries. Please check individual requirements and application timelines with regard to visas. As this meeting is organized outside Switzerland, visa support requests are to be addressed directly to the host of the meeting. Instructions are found in [TSB Collective letter 4/16](https://www.itu.int/md/T17-SG16-COL-0004/en) Annex D, §3, "PASSPORTS AND VISAS", as well as on the SG16 web site and the host logistics site <https://www.kcmweb.de/conferences/itu_sg16/>. As per the key deadlines listed in the Collective Letter, those needing visa support letters are urged to submit their requests as soon as possible, and not later than **9 June 2018**.

11) Hotel booking information for participants of the ITU-T SG16 and MPEG meetings can be found in the sites listed under items 6 and 7, respectively. Please be reminded that the number of available hotel rooms at the hotels closest to the meeting venue may be limited.

12) The proposed agenda for the JVET meeting, for the development of *Versatile Video Coding* (VVC)*,* a video coding technology standard with a significantly enhanced compression capability relative to that of *High Efficiency Video Coding* (HEVC), is as follows:

* Opening remarks and review of meeting logistics and communication practices
* IPR policy reminder and declarations
* Contribution document allocation
* Review of results of the previous meeting
* Reports of *ad hoc* group (AHG) activities
* Reports of core experiments planned at the previous meeting
* Consideration of contributions and communications on project guidance
* Consideration of video coding technology contributions
* Consideration of information contributions
* Coordination activities
* Approval of output documents and associated editing periods
* Future planning: Determination of next steps, discussion of working methods, communication practices, establishment of coordinated experiments, establishment of AHGs, meeting planning, other planning issues
* Other business as appropriate for consideration

The meeting will start with general status review and reports of *ad hoc group* activities and will then proceed with other matters. Meeting sessions will be held on all days, including weekend days, and evening meeting sessions outside of ordinary business hours are also expected. Some parallel sessions are likely to be held as well.

Yours faithfully,

Gary J. Sullivan and Jens-Rainer Ohm

Chairs of the Joint Video Experts Team (JVET) of ITU-T SG 16 WP 3 and ISO/IEC JTC 1/SC 29/WG 11

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