|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| The International Teleocmmunication Union - Connecting the World. | | **International telecommunication union**  **Telecommunication Standardization Bureau** | |  |
|  | | | Geneva, 15 March 2024 | |
| **Ref:** | **TSB Circular 192**  **FG-MV/CB** | | **To:**  - Administrations of Member States of the Union  - ITU-T Sector Members  - ITU-T Associates  - ITU Academia | |
| **Tel:** | +41 22 730 6301 | |
| **Fax:** | +41 22 730 5853 | |
| **E-mail:** | [tsbfgmv@itu.int](mailto:tsbfgmv@itu.int) | | **Copy to:**  - The Chairs and Vice-Chairs of ITU-T Study Groups;  - The Director of the Telecommunication Development Bureau;  - The Director of the Radiocommunication Bureau. | |
| **Subject:** | **Seventh and final meeting of the ITU Focus Group on metaverse (FG-MV) and**  **Fifth ITU Forum on “Integrating virtual and physical worlds in the metaverse with digital twin” (Geneva, 12-13 June 2024)** | | | |
| Dear Sir/Madam,  1 It is my pleasure to invite you to attend the seventh and final meeting of the [**ITU Focus Group on metaverse (FG‑MV)**](http://www.itu.int/go/fgmv), scheduled to take place at ITU headquarters, in Geneva, Switzerland, from 12 to 13 June 2024. The meeting will be followed by the Fifth ITU Forum on “**Integrating virtual and physical worlds in the metaverse with digital twin**” that will take place on 13 June 2024. The meetings will be held as physical meetings with remote participation.  2 The objectives of the seventh and final meeting of the ITU Focus Group on metaverse (FG MV) include:   * the discussion and presentation of written contributions; and * the finalization and approval the ongoing draft deliverables.   Written contributions are important for the success of the Focus Group and are strongly encouragedto address the objectives. Written contributions should be submitted to the TSB FG-MV Secretariat ([tsbfgmv@itu.int](mailto:tsbfgmv@itu.int)) in electronic format using the templates available from the [FG-MV homepage](http://www.itu.int/go/fgmv). **The contribution deadline for the meeting is 30 May 2024.**  The meeting agenda, documents and other practical information will be available via the [FG-MV homepage](http://www.itu.int/go/fgmv) in advance of the meeting. The discussions will be held in English only. Information on remote participation will be made available on the Focus Group webpage ([www.itu.int/go/fgmv](http://www.itu.int/go/fgmv)).  3 The **Fifth ITU Forum on “Integrating virtual and physical worlds in the metaverse with digital twin”** will take place on **13 June 2024**. This Forum will serve as a platform to showcase the remarkable deliverables of the ITU Focus Group, offering a comprehensive overview of the pivotal developments and findings in the rapidly evolving metaverse landscape. More information can be found at: <https://www.itu.int/metaverse/5th-forum-metaverse/> .  4 Please be informed that the Meeting and Forum will be followed by the **First UN Virtual Worlds Day: Harnessing the metaverse to advance the Sustainable Development Goals (SDGs)**, which will take place on **14 June 2024**.  Details of this event will be communicated by a separate circular letter and on the [UN Virtual Worlds Day webpage](https://www.itu.int/metaverse/un-virtual-worlds-day/).  5 Participation in the Meeting, Forum and the UN Virtual Worlds Day is free of charge and open to individual experts and organizations from all sectors and relevant disciplines. Anyone interested in following or participating in the work of FG-MV is invited to subscribe to a dedicated mailing-list. Details on how to subscribe can be found at: <https://itu.int/go/fgmv/join>.  6 To allow ITU to make the necessary arrangements, participants are invited to register online via the [FG-MV homepage](http://www.itu.int/go/fgmv) as soon as possible. Places are limited and registration will be handled on a first‑come, first-served basis. Registration is required for remote, as well as on-site participation. Please note that pre-registration for the events is carried out exclusively online.  7 I would remind you that citizens of some countries are required to obtain a visa to enter and spend any time in Switzerland. **The visa must be requested at least four weeks before the date of beginning of the meeting** 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 your country of departure.  If problems are encountered by **ITU Member States, Sector Members, Associates or Academia members**, and at the official request made by them to ITU, the Union can approach the competent Swiss authorities to facilitate delivery of the visa, but only within the period mentioned of **four** weeks. Any such request should be made by checking the corresponding box within the stated timeframe. Enquiries should be sent to the ITU Travel Section ([travel@itu.int](mailto:travel@itu.int)) with the title of “visa support”.  Additional details and documentation will be made available on the [FG-MV homepage](http://www.itu.int/go/fgmv).  **Key dates:**   |  |  | | --- | --- | | 13 May 2024 | * Submit requests for visa support letters (via the online registration form) | | 30 May 2024 | * Submit written contributions (by e-mail to [tsbfgmv@itu.int](mailto:tsbfgmv@itu.int)) | | 6 June 2024 | * Pre-registration (online via the [FG-MV homepage](http://www.itu.int/go/fgmv)) |   I wish you a productive and enjoyable meeting. | | | | |

|  |  |
| --- | --- |
| Yours faithfully,    Seizo Onoe Director of the Telecommunication Standardization Bureau | A qr code on a white background  Description automatically generated  FG-MV meeting information |