

Meeting Announcement – FG SmartCable virtual meeting

1 November 2012, 13h00 – 16h00 (CET)

1. The first virtual meeting of the FG SmartCable will take place using remote participation facilities, on 1 November 2012 at 1300 – 1600 (Geneva time).
2. FG SmartCable was established by SG 9 “*Television and sound transmission and integrated broadband cable networks*” on 4 May 2012. In order to reduce expert’s travels, to maximize efficiency, and to progress the work of the FG SmartCable, the third meeting will be held virtually.
3. The outputs and all contributions of the previous FG SmartCable meetings can be accessed at the FG SmartCable document repository (IFA server): <http://ifa.itu.int/t/fg/smartcable/docs>.
Please note, for accessing the documents it is necessary to have a TIES or a GUEST account. Please find more information at:
<http://www.itu.int/en/ITU-T/focusgroups/smartcable/Pages/subscribe.aspx>.
4. The draft agenda for the virtual meeting as well as all contributions will be available at: <http://ifa.itu.int/t/fg/smartcable/docs/201211-virtual/in>.
5. According to the Recommendation ITU-T A7, the FG SmartCable is open to any individual from a country which is a member of ITU who is willing to contribute to the work. This includes individuals who are also members of international, regional and national organizations and the list of participants is to be maintained for reference purposes. Please note that there is not fee to register and participate in the FG SmartCable meetings.
6. To attend the virtual meeting, please register via the [on-line form](#), as soon as possible, but not later than **25 October 2012**. The access details to remotely connect and participate to the virtual meeting will be sent via e-mail to the e-mail addresses provided when registering via the online form.
7. Participants shall submit input documents in electronic format to the FG SmartCable Secretariat via email attachment at tsbfgsmartcable@itu.int. A document [template](#) is made available from the FG SmartCable [webpage](#). With a view to settling any questions that might arise concerning contributions, please indicate the source of the input documents as well as the name, telephone number and e-mail address of the contact person.
The deadline to submit input documents is **25 October 2012**. Please note that this is a paperless meeting.
8. The discussions will be held in English only.
9. All other information about the third FG SmartCable meeting is or will be available at the FG SmartCable web page at: <http://www.itu.int/en/ITU-T/focusgroups/smartcable/>.