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| INTERNATIONAL TELECOMMUNICATION UNION | **Focus Group onSmart Sustainable Cities** |
| **TELECOMMUNICATIONSTANDARDIZATION SECTOR**STUDY PERIOD 2013-2016 | SSC-0054 |
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| **WG(s):** | All | Lima, 6 December 2013 |
| **DOCUMENT** |
| **Source:** | TSB  |
| **Title:** | Third meeting of the Focus Group on Smart Sustainable Cities6 December 2013, Lima, Peru |

This document provides information on the third meeting of the Focus Group on Smart Sustainable Cities (FG-SSC).

1 The third meeting of the FG-SSC will take place in Lima, Peru, on 6 December 2013, back to back with four other events:

* ITU-T Study Group 5 meeting (2-13 December 2013)
* Joint Coordination Activity on ICT and Climate Change (5 December 2013)
* Workshop on "Smart Sustainable Cities in Latin America" (5 December 2013)
* Focus Group on Smart Water Management meeting (10 December 2013)
* Workshop on "With ICT's everywhere - How safe is EMF in Latin America?" (10 December 2013)

2 The FG-SSC is open to ITU Member States, Sector Members, Associates and Academia. It is also open to any individual from a country which is a member of ITU and who is willing to contribute to the work. This includes individuals who are also members or representatives of interested standards development organizations.

3 The items for discussion at the meeting, along with the contributions received, will be made available on the Focus Group web page: [http://itu.int/en/ITU-T/focusgroups/ssc/](http://www.itu.int/en/ITU-T/focusgroups/drnrr/Pages/default.aspx). Further updated information related to the meeting, including practical information and remote participation arrangements, will be also made available on the Focus Group web page.

The meeting will open at 0930 hours on 6 December 2013. Participant registration will begin at 0900 hours. No registration fee is required for participating in this meeting.

Discussions will be held in English.

The documents will be made publicly available. In preparing documents, please use the template for the FG documents available from the Focus Group web page. Participants shall submit input documents to FG SSC in electronic format to TSB FG SSC by sending them to tsbfgssc@itu.int by e-mail.

The deadline for document submission for this meeting is **19 November 2013**. Please note that this is a paperless meeting.

4 To enable TSB to make the necessary arrangements concerning the organization of the Focus Group meeting, please register via the on-line form at <http://www.itu.int/online/regsys/ITU-T/misc/edrs.registration.form?_eventid=3000577>, as soon as possible, but **not later than 29 November 2013**. **Please note that pre-registration of participants to FG SSC is carried out exclusively online. Participants will be able to register onsite after 2 December 2013.**To easily provide you with any updates concerning the meeting planning, please fill in your valid e-mail address on your registration form.

5 We would remind you that citizens of some countries are required to obtain a visa in order to enter and spend any time in Peru. **The visa must be requested as soon as possible** and obtained from the office (embassy or consulate) representing Peru in your country or, if there is no such office in your country, from the one that is closest to the country of departure.

Participants who need an invitation letter and/or a visa supporting letter for entering Peru are advised to get in touch with the contact person in Peru, Mrs Claudia Carrasco Canchari: Tel: (51) 1 615 7479, Fax: (51) 1 615 7814 and email: ccarrasco@mtc.gob.pe.

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