



总秘书处 (SG)

2020年2月25日, 日内瓦

文号: CL-20/11

- 致国际电联成员国;
- 国际电联部门成员、部门准成员、学术成员和相关国际组织、区域性组织和国家组织

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事由: 亚太电视的未来
(2020年4月20日, 日本东京)

尊敬的先生/女士,

1 应内务省(通信部)的盛情邀请,我很高兴邀请您参加将于2020年4月20日在日本东京组织的国际电联“亚太电视的未来”讲习班。

会址: 讲习班举办的地址为日本KDDI Hall, 1-8-1 Otemachi, Chiyoda-ku, Tokyo 100-0004。

2 讲习班旨在与相关利益攸关方探讨亚太电视的未来,涉及监管和政策框架、新兴和融合的ICT基础设施与服务以及用户界面和无障碍获取问题。讲习班亦将提供机会,探讨有线电视相关区域性和国际标准化问题,并且分享关于有线电视落实和其他新电视业务的最佳做法和案例研究。

本次活动将与计划于2020年4月16-23日(含)召开的[ITU-T第9研究组](#)会议(宽带有线与电视)(见电信标准化局第[5/9](#)号集体函)同地举办。此外,有关视听媒体无障碍获取的跨部门报告人组(ERG-AVA)会议可能于2020年4月21日在东京组织。如果ERG-AVA会议确认,更多信息将在[ERG-AVA网站](#)上提供。

3 本次讲习班的组织是为跟进在国际电联三个局(标准化、无线电通信和发展)支持下,在全球各区域成功组织的一系列关于电视的未来的讲习班和活动。往期讲习班请见:

- [欧洲电视的未来](#)
2019年6月7日,日内瓦
- [美洲大陆电视的未来](#)
2018年11月26日,波哥大
- [有线电视的未来](#)
2018年1月25-26日,日内瓦

这次活动亦得到ITU-T第9研究组(宽带有线与电视)和ITU-R第6研究组(广播业务)的支持,是一个将各国要求和需要与标准领域结合的机会。

最终，讲习班将有助于国际电联相关研究组的工作流程，即：

- ITU-T第9研究组：宽带有线与电视
- ITU-R第6研究组：广播业务
- ITU-D第1研究组：发展电信/ICT的有利环境
- ITU-D第2研究组：利用ICT服务及应用推进可持续发展

4 包括议程和注册在内的活动相关信息，请见活动网站：<http://itu.int/go/TV-ASIA>。

请在2020年3月31日前通过在线表格进行注册。为方便起见，推荐的酒店名单和其他实用信息可见附件A。

5 国际电联成员国、部门成员、部门准成员和国际电联学术成员以及国际电联成员国中愿参加此工作的任何个人均可参加本次讲习班。这里所指的“个人”亦包括作为国际、区域性和国家组织成员的个人。讲习班不收取任何费用。

6 **签证协办：**为入境日本，您可能需要主办方出具的介绍信并提交至驻贵区域的日本使馆/领事馆，以获取签证。签证必须向驻贵国的日本代表机构（使馆或领事馆）申请，并随后领取。如果贵国没有此类机构，则请向驻出发国最近的此类机构申请。请注意，签证审批需要时间，因此请**尽早**提出签证申请。更多信息见**附件A第3项和附件B**。。

有关活动的更多信息和问题，请联系tsbevents@itu.int。

亦请注意此次活动的以下联系人：

- ITU-D/BDT: Bozsoki, Istvan istvan.bozsoki@itu.int
- ITU-R/BR: 常若艇 ruoting.chang@itu.int
- ITU-T/TSB: Polidori, Stefano stefano.polidori@itu.int
- 国际电联亚太区域代表处: Sameer Sharma sameer.sharma@itu.int

顺致敬意！

(原件已签)

秘书长
赵厚麟

ANNEX A

PRACTICAL INFORMATION

1. Meeting Venue

The meeting will be held at KDDI Hall, which is located at 1-8-1 Otemachi, Chiyoda-ku, Tokyo 100-0004, Japan

2. Transportation and site information

Public transportation:

The venue is directly connected to Exit C1 of Otemachi (大手町) station. Also, you can walk from Tokyo station (1.0 km, 13 minutes) or from Kanda station (1.0 km, 13 minutes).

If you choose a taxi:

Please show the address above, or the following Japanese notation might be more convenient for taxi drivers:

KDDI ホール
東京都千代田区大手町 1-8-1

The **map** of the meeting venue is available at the following URL:

<https://goo.gl/maps/yjRp2izmsUMkLidL8>

3. Passports and Visas

All foreign visitors entering Japan must have a valid passport. Visitors from countries whose citizens require a visa should apply for a visa at the Japanese Embassy or Consulate as early as possible and well in advance of travel.

For requesting an invitation letter for visa purposes from the Japanese Administration, please see **Annex B**.

The focal point for visa support in Japan is:

E-mail: itutsug9-visa2020@ituaj.jp

4. Climate – April in Japan

Monthly Average temperature and precipitation in April in Tokyo, Japan, are given in the table below:

	April
Average Maximum Temperature	19°C
Average Minimum Temperature	10°C
Average Precipitation	100mm

5. Information about Hotels around the meeting venue

Hotel Metropolitan Marunouchi: <https://www.hotelmetropolitanmarunouchi.jp/en/>

Mitsui Garden Hotel Otemachi: <https://www.gardenhotels.co.jp/otemachi/eng/>

Keio Presso Inn Otemachi: <https://www.presso-inn.com/english/otemachi.html>

Mitsui Garden Hotel Nihonbashi Premier: <https://www.gardenhotels.co.jp/nihonbashi-premier/eng/>

Kanda Grand Central Hotel: <http://www.pelican.co.jp/grandcentralhotel/en/index.html>

6. Internet access and wireless coverage at the venue

The venue offers Internet access in all meeting rooms. You will find more information once at the venue.

7. Electricity

The electricity in Tokyo, Japan is generally 100V, 50Hz. Please make sure you have the proper adapter.



This socket is common in Japan.

8. Useful information

Currency exchange

The currency in **Japan** is the "**yen**"; please check the currency exchange rate in the local bank system or use the following link as a reference: <http://www.xe.com/>.

9. Additional information

9.1 Mobile phones: Cell (mobile) phone and mobile data coverage is excellent. Most unlocked cell phones will work with a local SIM card.

9.2 Tipping: Tipping is not customary in Japan.

9.3 Time Zone in April 2020: UTC+9

9.4 Emergency Number: In case of emergency please dial 110 (Police), 119 (Medical Emergency and Fire).

10. Contact

wtsa-sg9@ml.soumu.go.jp

ANNEX B

PROCEDURES FOR INVITATION LETTER REQUEST AND FORM

Participants who require a visa should apply for a visa at a Japanese consulate or diplomatic mission in their respective country well in advance of their departure. Participants are also advised to contact their local travel agents or carriers. The consulate /diplomatic mission may take two weeks (more than one month in some cases) for visa processing. For more information, please visit the website of the Ministry of Foreign Affairs of Japan at:

http://www.mofa.go.jp/j_info/visit/visa/index.html

Please ensure that you should **fill out all items in this ANNEX B from the next page** used for issuing the Visa Supporting Documents, and **submit together with a Photo-Copy of PASSPORT (the page which includes photo and passport number)** to itutsg9-visa2020@ituj.jp by **Friday, 20 March 2020**.

NOTE:

As for the flight information for Visa Supporting Documents, planned flight information is accepted. If your flight information is tentative, please send the accurate flight information later to the above email address no later than 20 March 2020.

The host will do its best to provide invitation letters that are requested late; however, it cannot guarantee that a visa will be received in time for the workshop.

PASSPORT INFORMATION:

✘Please attach Photo-Copy of PASSPORT (the page which includes photo and passport number)

Passport No. _____ Nationality _____

Date of Birth _____ Date of Expiry _____

HOTEL INFORMATION:

Hotel Name: _____ Phone No. _____

Address: _____

Check-in Date _____ Check-out Date _____
