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| **电信标准化局** | **Description: logo_C_** |
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 2011年5月24日，日内瓦

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| 文号：电话：传真： | **电信标准化局第192号通函**TSB Workshops/T.J.+41 22 730 5591+41 22 730 5853 | - 致国际电联各成员国主管部门；- 致ITU-T部门成员；- 致ITU-T部门准成员；- 致ITU-T学术成员； |
| 电子邮件： | tsbworkshops@itu.int | **抄送：**- ITU-T研究组正副主席；- 电信发展局主任；- 无线电通信局主任- 国际电联驻曼谷区域代表处主任- 斐济常驻日内瓦使团 |

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| 事由： | **国际电联关于弥合标准化鸿沟区域研讨会和互动培训课程 – （2011年7月4-6日，斐济纳迪）** |

尊敬的先生/女士，

1 应太平洋岛国电信协会（PITA）的盛情邀请，国际电联将于2011年7月4-5日举办为期两天的“**关于弥合标准化鸿沟区域研讨会**”，并于2011年7月6日举行“**互动培训课程：模拟研究组会议**”。这些活动的举办地为斐济纳迪的[Tanoa 国际酒店](http://www.tanoahotels.com/default.aspx)。研讨会和培训课是与韩国电信技术协会（TTA）合办的，并得到韩国通信委员会的慷慨赞助。

2011年7月6-8日，研讨会和互动培训课将与第四届亚太电信组织政策和监管论坛背对背地在同一会址举办。

研讨会将自9:30开始。注册将于8:00开始。

有关会议厅的详细信息将在会址的入口处提供。

2 讨论将用英文进行。

3 此次研讨会旨在就发展中国家参与全球标准制定与提高国家达标率问题提供具体意见和最佳做法，还将对重大新技术的标准工作进行检查。这是一次可免费出席的研讨会，向国际电联成员国、部门成员、部门准成员、学术成员和所有来自国际电联成员国并愿为国际电联工作出力的个人开放，其中也包括作为国际、区域和国家机构成员的个人。

4 互动培训课程和模拟研究组会议，将通过模拟研究组会议提供互动学习经验。这对那些将要或已开始参加国际会议和已有一定国际经验并计划进入领导职位的人员最有意义。

5 欢迎就研讨会的演讲提出建议（标题及摘要），并将根据议题、内容和可用的时间段予以安排。建议应发至tsbworkshops@itu.int。ITU-T秘书处将及时向提出演讲建议的作者发出通知。演讲者将不会因为与会而领取任何报酬或财务资助。

6 研讨会和培训课程的初步日程草案见**附件1**。最新日程、发言稿和相关信息见ITU-T 网站：[[http://www.itu.int/ITU-T/worksem/bsg/201107/index.html](http://www.itu.int/ITU-T/worksem/bsg/201106/index.html)](http://www.itu.int/ITU-T/worksem/bsg/201107/index.html)。

7 有关酒店住宿、交通、签证和健康要求等后勤工作的实用信息见**附件2，**也可查询ITU-T网站：<http://www.itu.int/ITU-T/worksem/bsg/201107/index.html>。

8 **与会补贴**：ITU-T将在预算允许的情况下，**仅**向**每个符合条件的亚太区域国家**的**一名与会者**提供数量有限的全额与会补贴。与会者必须持有属于最不发达国家和人均收入在2 000美元以下的发展中国家的相关国际电联主管部门的正式授权。虽然每个国家仅有一名与会者享受与会补贴，但各国的参会代表人数不限，只是其他代表的费用由该国自行负担。请申请与会补贴的与会者填写**附件3**中的**与会补贴申请表**，并最迟在**2011年6月13日之前**通过电子邮件：bdtfellowships@itu.int**或通过**传真（+41 22 730 5778）回复至国际电联。

9 **研讨会的注册：**为便于电信标准化局就研讨会的组织做出必要安排，请您尽早、但务必在**2011年6月27日之前**通过网址[http://www.itu.int/cgi-bin/htsh/edrs/ITU-T/workshop/
edrs.registration.form?\_eventid=3000265](http://www.itu.int/cgi-bin/htsh/edrs/ITU-T/workshop/edrs.registration.form?_eventid=3000265)以填写在线表格的方式进行注册。**国际电联的在线注册表也可索取自PITA网站：<http://www.pita.org.fj/>。请注意，研讨会与会者的预注册仅以在线方式进行。**

10 **培训课的注册：**我敦请您尽早、但务必在**2011年6月22日之前**通过网址<http://www.itu.int/cgi-bin/htsh/edrs/ITU-T/workshop/edrs.registration.form?_eventid=3000265>以填写在线表格的方式进行注册。**请注意，培训课与会者的预注册仅以在线方式进行**。

11 我们亦希望在此提醒您，一些国家的公民可能需要获得签证才能入境斐济。在这种情况下，可从斐济驻贵国的使馆或领馆申请签证。有关签证要求的详细信息将通过ITU-T网站提供：<http://www.itu.int/ITU-T/worksem/bsg/201107/index.html>。移民处是负责入境要求和发放斐济入境许可的机构（见：<http://www.immigration.gov.fj/>）。

顺致敬意！

电信标准化局主任

马尔科姆•琼森

**附件：3件**

 ANNEX 1
 (to TSB Circular 192)

**Draft Programme**

**Regional Workshop on Bridging the Standardization Gap
and
Interactive Training Session: Simulated Study Group Meeting**

**Nadi, Fiji, 4-6 July 2011**

The workshop is designed to provide concrete advice and best practices on participation by developing countries in global standards development and building nation standards readiness. It will also examine standards work on key new technologies.

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| **Day 1 (4 July)** |
| **09:30 – 10:30** | **Opening Ceremony**  |
| **10:30 – 11:00** | **Coffee Break** |
| **11:00 – 12:30** | **Session 1: Challenges in Bridging the Standardization Gap**This session will define what the standardization gap is and address challenges in closing the standardization gap. The session will also introduce regional and international endeavors to bridge the standardization gap. |
| **12:30 – 14:00** | **Lunch** |
| **14:00 – 15:30** | **Session 2: ICT Standardization Challenges and Best Practices in the region**This session will address the challenges of ICT standardization in the region and present the standardization capability of countries in the region on the National Standards Capability Scale. The session will also consider strategies that promote standards in the region.* Study on National Standards Capability in Developing Countries
* Conformity assessment and interoperability testing
* Speakers from countries in the region about the standardization challenges and best practices in their respective countries
 |
| **15:30 – 16:00** | **Coffee Break** |
| **16:00 – 16:45** | **Session 3 : Hot Standardization Topics** The session will present some of the latest standardization topics in ITU-T and how developing countries can contribute in this process.* Wireless Broadband
* Future Networks
* International Connectivity
 |
| **16:45 – 17:30** | **Session 4: How ITU-T Works?**The session will present the structure, meeting procedures and decision-making used in ITU-T |
| **18:00** | **Welcome Reception hosted by** KCC TTA |
| **Day 2 (5 July)** |
| **09:00 – 10:15** |  **Session 5: Implementation of Standards 1**The session will share the experiences and the know-how of implementing and launching ICT services. The session will also provide a good opportunity for Asia Pacific countries to find out best solutions for the services through in-depth discussion and sharing experiences and expertise.  |
| **10:15 – 10:45** | **Coffee Break** |
| **10:45 – 12:00** | **Session 6 : Implementation of Standards 2**Objectives: The session will share the experiences and the know-how of implementing and launching ICT services. The session will also provide a good opportunity for Asia Pacific countries to find out best solutions for the services through in-depth discussion and sharing experiences and expertise.  |
|  **12:00 - 13:30** | **Lunch** |
| **13:30 – 15:00** | **Session 7: Implementation of Standards 3**Objectives: The session will share the experiences and the know-how of implementing and launching ICT services. The session will also provide a good opportunity for Asia Pacific countries to find out best solutions for the services through in-depth discussion and sharing experiences and expertise.  |
| **15:00 – 15:30** | **Coffee Break** |
| **15:30 – 18:00** | **Session 8: International Standardization in General & Participation in ITU-T & Briefing for Participants for Interactive Training Session**The session will provide an overview of international standardization (organizations, preparation, participation, management, etc) and provide concrete measures for developing countries to participate effectively in ITU-T. The session will also introduce the interactive training session which will be held on 6 July. Participants of the Interactive Training Session on Day 3 SHOULD attend this session in order to participate effectively in the training. |
| **Day 3 : Interactive Training Session (6 July)**Objective: The goal of the simulated Study Group meeting is to provide the most realistic, hands-on experience that simulates the preparation, management, participation and reporting of an actual international meeting. The participants will learn how a meeting operates, and how to use the tools and techniques available for participants and chairmen. |
| **10:45 – 11:30** | Simulated Study Group Meeting - Introduction and Opening PlenaryObjectives: The session will provide guidance on how to prepare good input contributions and output reports. The simulated study group meeting will begin with an Opening Plenary and establishment of the agenda and work plan for the remainder of the day. |
| **11:30 – 12:30** | Simulated Study Group Meeting: Working Parties |
| **12:30 – 13:30** | **Lunch** |
| **13:30 – 15:30** | Simulated Study Group Meeting : Working Parties |
| **15:30 – 15:50** | **Coffee Break** |
| **15:50 – 17:30** | **Closing Plenary** |

ANNEX 2

(to TSB Circular 192)

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**ITU Regional Workshop on Bridging the Standardization Gap
and
Interactive Training Session: Simulated Study Group Meeting**

**(Nadi, Fiji, 4-6 July 2011)**

Venue: Tanoa International Hotel, Nadi, Fiji

**PRACTICAL INFORMATION**

**Venue For Workshop and Training**

**Tanoa International Hotel**

Address: Votualevu Road, Namaka, Nadi, Fiji

Tel: +679 672 0277

Fax: +679 672 0191

e-mail: mere@tanoahotels.com.fj and vika@tanoahotels.com.fj

**Face to Face Registration And Identification Bages**

Registration will commence at 8am on Monday 4th July. Name badges will be made available at the Registration Desk outside the conference room. For identification and security reasons, all delegates are requested to wear the meeting badges at all times during the meeting.

**Visa and Immigration Requirements**

All travelers to Fiji must have a **valid passport for at least six (6) months** beyond the intended period of stay and a ticket for return or onward travel to another country to which he/she is authorized to enter, is required. Citizens of most Pacific Islands countries are exempt an entry visa. Please check with your travel agents the appropriate visas and documentation necessary for your entry into Fiji.

The responsible authority on entry requirements and issuing permits into Fiji is the Department of [Immigration](http://www.commerce.gov.sb/Divisions/Immigration/Dir_note.htm) <http://www.immigration.gov.fj/>.

# Departure Tax

A Departure Tax of F$20 is payable at Nadi Airport on departure. Most airlines include the Departure Tax in their ticket prices.

**Hotel Accommodation – All Prices are in Fiji Dollars (FJD)**

All participants are required to book directly with the hotels.

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| **a. TANOA International Hotel (Training Venue)** Votualevu Road, Namaka, Nadi P.O. Box 9203, Nadi AirportContact Person: Mere/ VikaEmail: mere@tanoahotels.com.fj / vika@tanoahotels.com.fj Telephone: (679) 6720277 | Fax: (679) 6720191 *Room Rates:* ·         Single Superior is at $140.00 only·         Single Superior is at $150.00 with full  Premier breakfast*Transfer from Nadi International Airport to Tanoa International* * Tanoa shuttle - FREE of charge.
* Taxi: Readily Available with costs of FJ$5.00 - $6.00 one way.
 |  **b**. **RAFFLES Gateway Hotel** Nadi International Airport, Nadi,Contact Person: NimkaPhone: +679 672 2444 | Fax: +679 672 0620Email : reserve@rafflesgateway.com | Web : [www.rafflesgateway.com](http://www.rafflesgateway.com)*Room Rates:*- Standard Room: $90.00 - Deluxe Room: $107.00 -$127.00- Pool Side Room: $119.00 -$148.00 - Suites - $158.00 *Transfer from Nadi International Airport to Raffles Gateway* * Tanoa shuttle - FREE of charge.
* Taxi: Readily Available with costs of FJ$5.00 - $6.00 one way.
 |
| **c.** [**TOKATOKA**](http://www.holidayinn.com/hotels/gb/en/suva/suvvp/hoteldetail) **Resort Hotel** Opposite Nadi International Airport. Contact Person: LucyPhone: +679 6720 222.Fax: +679 6720400Email : reservations@tokatokaresort.com.fj | Web : [www.tokatokaresortfiji.com](http://www.tokatokaresortfiji.com) *Room Rates:*- Standard Room rates – $80.0- Deluxe - $105. *Transfer from Nadi International Airport to Tokatoka Resort* * Tokatoka shuttle - FREE of charge.
* Taxi: Readily Available with costs of FJ$3.00 - $4.00 one way.
 | **d. BUDGETARY ACCOMODATIONS****1. TANOA Skylodge**Queens Highway, NadiTelephone: (679) 6722200 | Fax: (679) 6724330 Contact Person: Yvonne - Mob +679 9970773/ Adrian – Mob +679 9998561 *Room Rates:* - Standard Room - $70.00- Superior Room – $80.00- Cooking Unit – $95.00 **2. GRAND Melanesian Hotel**  Nadi International Airport, FijiContact Person: ShahreenTelephone: +679 672 2438 Fax: +679 672 0425Email: melanesianhotl@connect.com.fj *Room Rates* : - Standard: $59.00- Deluxe: $69.00 Taxi from Nadi International Airport to Grand Melanesian Hotel - $10 -$12 each way. |

**Insurance**

Due to procedural difficulties and budgetary constraints, ITU is not able to bear the cost of insurance for the participants, any medical expenses or any other expenses. ITU therefore requests you to kindly make necessary arrangements for insurance and medical coverage before travel.

**Internet Access**

Internet Access will be available during the workshop and training.

**Dress**

Casual business attire, Island Shirts are encouraged

**Electricity**

Electricity voltage is 230/240 volts with pin configuration similar to Australia and

New Zealand. You are advised to take along your universal adaptor if you are from the USA, Japan or any other country with a dissimilar pin configuration and voltages.

**Currency And Credit Cards**

The local currency is Fiji Dollars (FJD). International Banks operating in Nadi include ANZ and Westpac. Their Buying Exchange rate is approximately F$1.00= US$0.54 (US$1.00=F$1.84). Internationally recognized credit cards (Visa, MasterCard and American Express) are accepted at most hotels, other major outlets and ATMs.

**Time**

Local time in Fiji is UTC +12hrs

**Climate**

Fiji has a tropical cool climate in this period; temperatures ranging between 18-28 degrees Celsius; Cool clothing is recommended during the day and it might get cold at night and an umbrella is suggested if staying in alternate hotels.

**About Fiji**

If planning for a short holiday, Fiji is known for its natural beauty, tropical climate and Fijian hospitality. For more information please visit web sites on Fiji : <http://www.fijime.com/>

**Correspondence**

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| **PITA :**Amelia KamanalagiPITA Training & Field Operations CoordinatorTel: +679 331 1638Fax: +679 330 8750Mobile: +679 864 2135e-mail: amelia@pita.org.fj | **ITU:**Venkatesen MaureeProgramme Co-ordinatorTelecommunication Standardization BureauInternational Telecommunication UnionTel: +41 22 730 5591Fax: +41 22 730 5853e-mail: vijay.mauree@itu.int |

ANNEX 3
 (to TSB Circular 192)

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| ITU globe2 | **ITU Regional Workshop on Bridging the Standardization Gap and Interactive Training Session: Simulated Study Group Meeting** **(Nadi, Fiji, 4-6 July 2011)** | ITU globe2 |
| **Please return to:** | **Fellowships ServiceITU/BDTGeneva (Switzerland)** | **E-mail :** **bdtfellowships@itu.int****Tel: +41 22 730 5095** **Fax: +41 22 730 5778**  |
| **Request for a fellowship to be submitted before Monday, 13th June 2011** |
| **Participation of women is encouraged** |
| Country:  ……………………………………………………………….………..……………………………..Name of the Administration or Organization: ………...……………….…..………………………………Mr. / Ms.: ……………….………………………………….…………………………………………………. (family name) (given name)Title: ………………………………………………..…………………………….……………………………Address: ……………………………………………………………………………………………………….………………………………………………………..…………………………………………………………Tel: ……………………….……. Fax: …………..…….………... E-Mail: …...………………………………………………………………………………….PASSPORT INFORMATION:Date of birth: ……………………………. Nationality: ……………………………….……………………Passport Number: ……………….…………… Date of issue: ……………………...….………..………In (place): ……………………………….…..… Valid until (date): ………….……………………………. |
| CONDITIONS 1. **One full** fellowship per eligible country within the **Asia-Pacific region** **only.**
2. It is imperative that fellows be present for the entire duration of their fellowship.
 |
| Signature of fellowship candidate: ………………………………………….. Date: ……...……………... |
| TO VALIDATE FELLOWSHIP REQUEST, NAME AND SIGNATURE OF CERTIFYING OFFICIAL DESIGNATING PARTICIPANT MUST BE COMPLETED BELOW WITH OFFICIAL STAMP.Signature: ……..………………………………………. Date: …………………………………………….. |

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