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| **Bureau de la normalisation des télécommunications** | **logo_F_** |
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Genève, le 20 mai 2011

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| Réf.:  Tél.: Fax: E-mail: | **Circulaire TSB 193**  +41 22 730 6071 +41 22 730 5853 [tsbiptv@itu.int](mailto:tsbiptv@itu.int) | - Aux administrations des Etats Membres de l'Union;  - Aux Membres du Secteur UIT-T;  - Aux Associés de l'UIT-T;  - Aux établissements universitaires admis à participer aux travaux de l'UIT-T  - Aux Présidents et Vice-Présidents de toutes les Commissions d'études de l'UIT-T |
|  |  | **Copie**:  - Au Directeur du Bureau de développement des télécommunications;  - Au Directeur du Bureau des radiocommunications |

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| Objet: | **Réunion de l'UIT‑T sur l'initiative relative à l'élaboration de normes mondiales sur la télévision IP (IPTV-GSI), atelier et séminaire sur la TVIP et 4èmesérie de tests et de présentations sur l'interopérabilité (Interop) en matière de TVIP**  **Rio de Janeiro (Brésil), 18-22 juillet 2011** |

Madame, Monsieur,

1 Conformément à la demande du Coordonnateur de l'initiative relative à l'élaboration de normes mondiales sur la télévision IP (IPTV-GSI) (M. Masahito Kawamori), et comme l'ont confirmé les responsables des commissions d'études concernées, j'ai l'honneur de vous informer que la prochaine réunion IPTV‑GSI de l'UIT‑T aura lieu à Rio de Janeiro (Brésil) (hôtel Sofitel Copacabana, Avenida Atlantica, 4240, Rio de Janeiro ), du 18 au 22 juillet 2011, à l'aimable invitation de l'Université catholique pontificale de Rio de Janeiro (PUC-Rio) et du Comité directeur brésilien sur l'Internet (CGI.br), avec l'appui de l'Administration du Brésil.

La réunion s'ouvrira à 9 h 30 le premier jour. L'enregistrement des participants débutera à 8 h 30. Les précisions relatives aux salles de réunion seront affichées à proximité de la zone d'enregistrement.

2 La page web de l'UIT‑T <http://www.itu.int/ITU-T/gsi/iptv/> contient de plus amples informations sur la réunion et sera actualisée en tant que de besoin.

3 Vous trouverez dans l'**Annexe 1** des précisions sur le projet de programme de travail de la réunion technique IPTV‑GSI. D'autres activités auront également lieu au même endroit, à savoir:

– 4ème réunion de l'UIT sur l'interopérabilité (Interop) en matière de TVIP, 18‑22 juillet 2011. Compte tenu du succès rencontré par les séries de réunions sur l’interopérabilité en matière de TVIP, les trois premiers jours de cette réunion seront consacrés à des tests de conformité et d'interopérabilité de normes de l'UIT-T notamment des normes H.701 (reprise en cas d'erreurs), H.721 (dispositif terminal de TVIP), H.740 (Traitement des événements d'application), H.750 (métadonnées), H.761 (Ginga‑NCL), H.762 (multimédia interactif simple) et H.770 (exploration de service). Seuls les participants inscrits pourront assister aux tests réalisés dans le cadre de la réunion. Les deux derniers jours seront réservés à des présentations lors desquelles des entreprises auront l'occasion de démontrer l'interopérabilité de leurs produits de TVIP. Ces présentations seront ouvertes aussi bien aux membres qu'aux non-membres de l'UIT. Des précisions sur les modalités de participation aux tests ou aux présentations dans le cadre de la réunion sur l'interopérabilité ou les démarches à suivre pour assister aux présentations seront communiquées prochainement à l'adresse <http://itu.int/interop>. Pour plus de renseignements, veuillez consulter l'adresse [interop@itu.int](mailto:interop@itu.int).

– Atelier sur le thème "Harmonisation des technologies web et TVIP", 19 et 21 juillet 2011 (après-midi). Les organisations s'intéressant à la normalisation et à l'harmonisation des normes actuelles de l'UIT-T sur la TVIP et des normes web sont invitées à participer à une discussion ouverte sur la façon d'intégrer les technologies TVIP et web de manière à pouvoir répondre à la fois aux attentes des utilisateurs et aux besoins du secteur. Des informations plus détaillées seront publiées sur la page web de l'IPTV-GSI de l'UIT-T et sur la page web consacrée aux ateliers (<http://itu.int/ITU-T/worksem/>).

– Séminaire UIT/Anatel sur le thème "Recommandations UIT-T sur la TVIP et évolution de la distribution vidéo au Brésil", 22 juillet 2011 (après-midi). Des informations plus détaillées seront publiées sur la page web de l'IPTV-GSI de l'UIT-T et sur la page web consacrée aux ateliers de l'UIT-T.

4 Les réunions et les débats se dérouleront en anglais.

5 La réunion se déroulera sans document papier.

6 Les ordres du jour proposés par les groupes du Rapporteur seront accessibles depuis la page web de l'IPTV-GSI (<http://www.itu.int/ITU-T/gsi/iptv/>).

7 A sa réunion de février 2011, le GCNT a décidé de maintenir, à titre expérimental, un délai de 12 (douze) jours calendaires pour la soumission des contributions aux réunions du TSB. Ces contributions, qui seront postées sur la page web de l'IPTV-GSI, devront donc parvenir au TSB **au plus tard le 5 juillet 2011**. Les contributions doivent être envoyées au secrétariat du TSB pour l'IPTV par courrier électronique à l'adresse [tsbiptv@itu.int](mailto:tsbiptv@itu.int). Pour les contributions à la réunion IPTV‑GSI, il convient d'utiliser le gabarit de l'UIT‑T disponible à l'adresse: <http://www.itu.int/oth/T0A0F000010/fr>. Les contributions seront publiées à l'adresse: <http://www.itu.int/ITU-T/gsi/iptv/>.

En vue de régler toutes questions éventuelles au sujet des contributions, le nom de la personne à contacter à ce sujet, ses numéros de fax et de téléphone ainsi que son adresse électronique (e-mail) doivent figurer sur les contributions. Je vous prie donc de bien vouloir fournir ces renseignements sur la page de couverture de tous les documents.

8 Chaque salle sera équipée d'un accès hertzien à l'Internet. Les personnes qui souhaitent utiliser cet accès doivent disposer du matériel nécessaire et d'un ordinateur correctement configuré. Des informations seront fournies sur le lieu de la réunion.

9Veuillez noter que la préinscription des participants à la réunion IPTV‑GSI se fait *en ligne* à l'adresse suivante: <http://www.itu.int/ITU-T/gsi/iptv/>.

10Afin de permettre au TSB de prendre les dispositions nécessaires concernant l'organisation de la réunion, je vous saurais gré de bien vouloir vous inscrire dès que possible, et **au plus tard le 18 juin 2011**.

11 Vous trouverez dans **l'Annexe 2** des informations logistiques utiles, notamment concernant les hôtels et les demandes de visa.

Veuillez agréer, Madame, Monsieur, l'assurance de ma considération distinguée.

Malcolm Johnson  
Directeur du Bureau de la  
normalisation des télécommunications

**Annexes**: 2

ANNEX 1  
(to TSB Circular 193)

**Draft IPTV-GSI work plan**(Rio de Janeiro, Brazil, 18-22 July 2011)

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|  | **Monday  18 July** | | | | | **Tuesday  19 July** | | | | | **Wednesday  20 July** | | | | | **Thursday 21 July** | | | | | **Friday  22 July** | | | | |
|  | **AM** | | **PM** | | | **AM** | | **PM** | | | **AM** | | **PM** | | | **AM** | | **PM** | | | **AM** | | **PM** | | |
| TSR [80] | X |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  | X | X |
| **SG 9** | | | | | | | | | | | | | | | | | | | | | | | | | |
| Q4/9 & Q8/9 [10] |  |  |  |  |  | X | X | X(3) |  |  | X |  | X(2) |  |  |  |  |  |  |  |  |  |  |  |  |
| **SG 16** | | | | | | | | | | | | | | | | | | | | | | | | | |
| Q13/16 [40] |  | X | X | X | X(0) | X | X | X |  |  | X | X(1) | X(2) | X | X(0) | X | X |  | X |  | X | X |  |  |  |
| Q28/16 [10] |  |  |  |  |  |  |  |  |  |  |  | X(1) |  |  |  |  |  |  |  |  |  |  |  |  |  |
| **Side events (provisional)** | | | | | | | | | | | | | | | | | | | | | | | | | |
| IPTV Interop Testing & Showcasing(4) | T | T | T | T |  | T | T | T | T |  | T | T | T | T |  | S | S | S | S |  | S | S | S | S |  |
| Workshop on harmonization of Web and IPTV technologies(5) |  |  |  |  |  |  |  |  | X | X | -- | -- | -- | -- | -- | -- | -- | -- | X |  |  |  |  |  |  |
| Seminar on ITU IPTV standardization and content delivery trends in Brazil(5) |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  | X |  |  |

[N] Room capacity; (For X(1) Joint-session: capacity = 80)

Meeting times, unless otherwise stated, are 0900 to 1030, 1100 to 1230, 1400 to 1530 and 1600 to 1730 hours. Evening sessions start at 1800 hours.

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| **Notes:** |  |  |
| (0) Evening session | (4) See details at <http://itu.int/interop> |  |
| (1), (2), (3) Joint meeting | (5) See details at <http://itu.int/ITU-T/worksem> |  |

ANNEX 2  
(to TSB Circular 193)

**Logistic information**

# Venue

**Sofitel Rio de Janeiro Copacabana**<http://www.sofitel.com>  
Avenida Atlantica, 4240, Copacabana  
22070-002 – Rio de Janeiro – RJ – Brazil

# Local Organization

## Mr Marcelo Moreno Federal University of Juiz de Fora – UFJF under collaboration with Pontifical Catholic University of Rio de Janeiro (PUC-Rio) Phone: +55-32-3229-3311 Mobile: +55-32-8866-2112 E-mail: [moreno@ice.ufjf.br](mailto:moreno@ice.ufjf.br)

# Accommodation

Delegates must reserve their rooms directly with their preferred hotels. Local organization will not deal with hotel reservations.

Rio de Janeiro is a very popular tourist destination and recently some preparatory events for FIFA World Cup 2014 and Olympic Games 2016 make the city hotels even busier. Delegates are advised to book their rooms as soon as possible.

The venue is in the heart of Rio’s tourist area where nearby hotels tend to be expensive and don’t negotiate special rates. However, local organization collected the following list of nearby hotels that present a good range of room rates. This list is intended to provide hotel recommendations with estimated room rates to the delegates. Rooms booked sooner will probably be cheaper than these estimates. Again, delegates are advised to book their rooms as soon as possible.

Hotels in Rio charge a service tax of 15%. The estimated rates don’t include the service tax.

| Hotel | Category | Distance to venue | Room type | Estimated Rate | Remarks |
| --- | --- | --- | --- | --- | --- |
| Sofitel Rio de Janeiro Copacabana <http://www.sofitel.com> | ★★★★★ | ‑ | Classic | R$ 500.00~ | Breakfast not included |
| Superior | R$ 530.00~ |
| Orla Copacabana Hotel <http://www.orlahotel.com.br/en> | ★★★★ | 100m | Single | R$ 364.00~ | Breakfast included |
| Double | R$ 399.00~ |
| Copacabana Praia Hotel <http://copacabanapraiahotel.com.br> | ★★★ | 220m | Single | R$ 250.00~ | Breakfast included |
| Double | R$ 270.00~ |
| Mercure Rio de Janeiro Arpoador <http://www.accorhotels.com> | ★★★ | 300m | Restricted | R$ 300.00~ | Breakfast not included |
| Unrestricted | R$ 375.00~ |
| Portinari Design Hotel <http://hotelportinari.com.br/en.us> | ★★★★ | 400m | Single | R$ 330.00~ | Breakfast Included |
| Double | R$ 340.00~ |
| Copa Sul Hotel <http://www.copasul.com.br/en-us> | ★★★★ | 400m | Single | R$ 300.00~ | Breakfast included |
| Double | R$ 380.00~ |
| Cristal Palace Hotel [www.hotelcristalpalace.com.br](http://www.hotelcristalpalace.com.br) | ★★★ | 400m | Single | R$ 193.00~ | Breakfast included |
| Double | R$ 218.00~ |
| Atlantis Copacabana Hotel <http://www.atlantishotel.com.br/ing> | ★★★ | 450m | Single | R$ 240.00~ | Breakfast included |
| Double | R$ 260.00~ |
| Arpoador Inn Hotel [www.arpoadorinn.com.br](http://www.arpoadorinn.com.br) | ★★★ | 650m | Single | R$ 297.00~ | Breakfast included |
| Double | R$ 330.00~ |

Many other hotels are in a short distance. Copacabana, Ipanema and Leblon are the nearest (and recommended) neighborhoods.

# Currency

Brazilian Real (BRL) is the official currency. Foreign currency can be exchanged into Reais in currency exchange agencies and some banks. Brazil adopts a floating exchange rate. The exchange rate on May 16 2011 was USD 1.00 = R$1,63.

Today, Real has six bills, R$ 2,00, R$ 5,00, R$ 10,00, R$ 20,00, R$ 50,00 and R$ 100,00, plus five coins, R$ 0,05, R$ 0,10, R$ 0,25, R$ 0,50 and R$ 1,00. Check banknote photos at <http://en.wikipedia.org/wiki/Brazilian_real>.

VISA and MasterCard are widely accepted in Brazil. American Express and Diners Club are often accepted as well.

Some ATMs (Banco do Brasil, Citibank, Santander, HSBC…) accept Visa Plus, Cirrus and Maestro Cards. Taxes may apply. There are limits on withdrawals that depend on the time of the day (lower limits after-hours).

# Entry Requirements (Visa)

Brazil has a reciprocal visa system: if your home country requires Brazilian nationals to hold a visa, then you will need one to enter Brazil. The following link is a document that contains a table listing entrance visa requirements for every country, as of 01 April 2011.

<http://www.portalconsular.mre.gov.br/antes/qgrv_ingles_01.04.2011.pdf>

Delegates will need a temporary, business visa, which is identified in the above document by “VITEM II” (last column of the “entrance visas” table). To know if you will need to hold that visa, locate your country in that table and check the value of “VITEM II” column against the captions located in the first page of the same document.

Delegates must confirm the visa requirements with the nearest Brazilian representation of your country/region. Find the nearest one (ordered by city) at:

<http://www.itamaraty.gov.br/o-ministerio/o-brasil-no-exterior>

If the Brazilian representation requests an invitation letter from a Brazilian counterpart, delegates must request that letter to the IPTV-GSI local organizer **no later than 17 June 2011**.

Needing a visa or not, delegates must hold a 6-month valid passport to enter Brazil.

# Language

Official language is Brazilian Portuguese, see e.g. <http://wikitravel.org/en/Portuguese_phrasebook>. English speakers are rare, except at Rio’s touristic areas and its services. Spanish is commonly understood.

# Transportation

**> Galeão-Antonio Carlos Jobim International Airport (GIG)**

Operated by Infraero (<http://www.infraero.gov.br>), Galeão Airport is the largest airport site in Brazil. In 2010, it was ranked 4th in terms of transported passengers and cargo handled, and 6th in aircraft operations in Brazil, placing it amongst the busiest airports in the country. Furthermore, it is the 2nd busiest airport in terms of international air traffic in the country.

Main airline companies operating in GIG include: Aerolineas Argentinas, American Airlines, Air France, Avianca, British Airways, Continental, Copa Airlines, Delta Airlines, Gol, Iberia, Lan Chile, Lapsa-Air Paraguay, Pluna Lineas Aereas Uruguayas, Taag, Taca Peru, TAM, TAP, United Airlines, Us Airways, WebJet.

The airport is located 20 km from downtown Rio de Janeiro and 26 km from event venue. Best transportation options from GIG to Copacabana and surroundings are taxis and buses.

Taxis in Rio are cheap if compared to major world cities. The yellow cabs are the regular ones. Yellow cab companies authorized to operate at GIG are AeroTaxi and AeroCoop. Delegates are advised to refuse any taxi offer made by individuals inside the airport. Yellow cabs are located just outside the arrivals floor, where you can find a representative of an authorized company. The rate for a trip from GIG to Copacabana is around R$50,00. Please, see more details about yellow cabs in the “Get Around” information below. There are also more expensive special taxis that are blue, red or white, which can be hired in designated booths inside the airport.

Buses are also available. Real Auto Ônibus operates the Premium Bus Service number 2018 that runs between 05:30 and 23h from Galeão Airport to the southern parts of the city along the shore, including Copacabana, Ipanema and Leblon. Tariff: R$9.00 as of 17 May 2011.

**> Santos Dumont Airport (SDU)**

Also operated by [Infraero](http://www.infraero.gov.br), in 2010 Santos Dumont Airport was ranked 5th in terms of passengers and 4th in terms of number of operations in Brazil, placing it amongst the busiest airports in the country. It is a regional airport, dedicated to domestic flights.

Main airline companies operating in SDU include: Avianca, Azul, Gol, Passaredo, TAM, TRIP and WebJet.

The airport is located in downtown Rio de Janeiro and 12km from event venue. Best transportation options from SDU to Copacabana and surroundings are taxis and buses.

Taxis are available in the end of arrivals terminal. The yellow cab rate for a trip from SDU to Copacabana is around R$30.00. Please, see more details about yellow cabs in the “Taxi” section below.

Buses are also available. Real Auto Ônibus operates the Premium Bus Service number 2018 that runs between 05:30 and 23h from Santos Dumont Airport to Galeão International Airport in one direction, and in the opposite direction to the southern parts of the city along the shore, including Copacabana, Ipanema and Leblon. Cost: R$9.00 as of 17 May 2011.

**> Getting around**

Taxi is one of the best ways to move around Rio. All legal cabs are yellow with a blue stripe painted on the sides. Taxis not designed like this are special service cars (to the airport or bus stations) or illegal. Rio taxis are not too expensive on a kilometer basis but distances can be quite considerable.

Yellow cabs use two different rates, the cheaper is rate 1 charged every time except: Mon-Sat from 2100 hours until 0600 hours, Sundays, holidays and the whole of December, when it is rate 2. A cab driver may use a conversion table that adds money on top of what is on the taximeter. This is used when he is waiting to get his taximeter calibrated with current year’s new price. There is a sticker in the front window and if it is from the previous year he has the right to use this table. If you have a lot of luggage they also have the right to add a certain amount for that. Try to talk to the driver about additional expenses before getting into the car.

After getting into the taxi, check to see if the taximeter has been started, it charges R$4.40 (as of March 2011) for the minimum ride, called *bandeirada*), and R$1.60 per kilometer (rate 1). If not, ask the taxi driver to do so.

Regular buses in Rio are inexpensive: R$2,40 for basic services. Itineraries can be obtained at <http://www.vadeonibus.com.br/home/index_ing.php>. Buses are mostly crowded and don’t follow a rigid schedule.

Rio de Janeiro Metro is a mass-transit underground railway network. It doesn’t cover all the city neighborhoods, but can be a good option for some itineraries. Se the network map at <http://www.metrorio.com.br/mapas.htm> (information in Portuguese). Rates start at R$3.10 for the unitary (one-way) card.

# Time Zone

Rio de Janeiro time is UTC-3. Please, check <http://www.worldtimezone.com> for time zone mappings.

# Electricity

Voltage in Rio is 110V, alternate current, 60 Hz. Delegates that intend to visit other Brazilian cities must be aware that voltage in Brazil can be different from a city to another.

Brazil has recently changed its power plugs/sockets standards. The following figure illustrates the new standard (IEC 60906, similar to the one used in Switzerland) that is beginning to be rolled out:



As the country is undergoing a transition period, delegates may encounter different types of sockets as illustrated and marked for replacement in the following figure:



Most hotels provide power adapters to their guests.

# Business Hours

* Shops: Mon-Fri: 0900-1800 hours; Sat: 0900-1300 hours
* Shopping malls: Mon-Sat: 1000-2200 hours; Sun: 1500-2100 hours
* Banks: Mon-Fri: 0900-1600 hours
* ATMs (Bancomats): 0600-2200 hours

# Weather

The meeting will take place in Rio’s winter, which is a dry season. Temperatures are still warm in this season. Historically, daily mean temperature in July is 21ºC. Average temperatures are 26ºC (high) and 18ºC (low).

# Tipping

Tipping is not mandatory in general. In restaurants, a 10% tip is usually included in the bill. Taxi drivers do not expect big tips. People usually round up the trip total cost.

# Smoking

Smoking forbidden in all indoor and enclosed public spaces such as bars and restaurants, clubs, shopping malls, movie theatres, banks, supermarkets, bakeries, chemist shops, health places, government offices and schools. Also it is no longer allowed on work and study places, libraries, buses, cabs, commercial and residential common areas, hotels and inns. Anybody violating the law is charged with a fine.

# Security

Security has been improved in Rio de Janeiro in last years. Even though, delegates are advised to avoid walking streets at night, walking with large amounts of money in pockets and wearing jewelry and electronic equipment. Just in case, police phone number is 190. Tourist Specialized Police (DEAT) is located at Av. Humberto de Campos 315, Leblon, open 24h, phone 3399-7170. Fire and ambulance emergency number is 193.

# Other information

Rio, the marvelous city, is the number 1 tourist destination in Brazil and has plenty of must-see places. The following links are recommended websites to help you on planning your visit:

* Rio Official Guide: <http://www.rioguiaoficial.com.br/en/home>
* Brazil Tourism Portal: <http://www.braziltour.com>
* Rio@Wikipedia: <http://en.wikipedia.org/wiki/Rio_de_janeiro>

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