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| **电信标准化局** | **logo_C_** |
|  |  |

2013年10月31日，日内瓦

|  |  |  |
| --- | --- | --- |
| 文号： | **电信标准化局第3/17号集体函** |  |
| 电话：  传真：  电子  邮件： | +41 22 730 5866 +41 22 730 5853 [tsbsg17@itu.int](mailto:tsbsg17@itu.int) | 致：   * 国际电联各成员国主管部门， * ITU-T部门成员， * 参加第17研究组工作的ITU-T 部门准成员和 * ITU-T学术成员 |

|  |  |
| --- | --- |
| 事由： | **第17研究组会议**  **2014年1月15 – 24日，日内瓦** |

尊敬的先生/女士：

根据第17研究组达成的一致意见，我高兴地邀请您出席第17研究组（安全）将于2014年1月15日至24日（含）在日内瓦国际电联总部召开的会议。

第一天的会议将自09:30开始。与会者的注册工作将自08:30起在Montbrillant大楼入口处开始。有关会议厅安排的具体信息将在国际电联总部入口处的电视屏幕上和研究组的网页上显示。有关该会议的更多信息见**附件A**。

与第17研究组主席（Arkadiy Kremer先生，俄罗斯联邦）及其管理班子协商起草的会议**议程**草案见**附件B**。由第17研究组主席和报告人起草的临时工作计划和**时间表**见[**TD 0805号文件**](http://www.itu.int/md/T13-SG17-140115-TD-PLEN-0805/en)。由工作组主席和报告人起草的**工作组和课题工作计划草案**见[**TD 0720号文件**](http://www.itu.int/md/T13-SG17-140115-TD-PLEN-0720/en)。

祝您与会顺利且富有成效。

顺致敬意！

电信标准化局主任

马尔科姆•琼森

附件：2件

**附件 A**

（附于电信标准化局第3/17号集体函）

有关会议的更多信息

**提交文稿**

**提交文稿的截止日期：**提交文稿的截止日期为会议召开日的12（十二）个日历日以前。此类文稿将在第17研究组的网站上发布，因而必须在**2014年1月2日之前（欧洲中部夏令时23:59时）**寄达电信标准化局。在会议开始日至少8周之前收到的文稿可以应要求予以翻译。

**文稿直传/提交：**现已在线提供文稿直传系统（DDP）。该系统允许ITU-T成员预留文稿编号，并将文稿直接上传至ITU-T的网络服务器或进行修改。鉴于国际电联将于2013年12月25日至2014年1月2日（含）关闭，鼓励使用文稿直传系统。

请使用**（SG17）DDP模板**起草您的文稿。需在文稿首页上注明文稿联系人的姓名、传真号码、电话号码和电子邮件地址。有关文稿直传系统和模板的进一步信息和指南见以下网址：[http://itu.int/net/ITU-T/ddp](http://itu.int/net/ITU-T/ddp/)/。如您在提交过程中遇到任何困难，请联系研究组秘书处：[tsbsg17@itu.int](mailto:tsbsg17@itu.int)。

**工作方法与设施**

**口译服务**将根据请求在会议的开幕全体会议和闭幕全体会议上提供。请注意，对于那些安排口译服务的会议，只有当成员国**至少在会议首日的一个月前**通过勾选注册表上的相应方框或通过向电信标准化局（TSB）发出书面请求时，才可提供口译服务。为便于电信标准化局对口译服务做出必要安排，请务必遵守此截止日期。

**无纸会议：**第17研究组此次会议将为无纸会议。

**借用手提电脑：**国际电联计算机使用问询台（[servicedesk@itu.int](mailto:servicedesk@itu.int)）准备了数量有限的几部手提电脑，按先来先借的原则，供没有手提电脑的代表借用。

**无线局域网**设施在国际电联的所有会议厅和日内瓦国际会议中心（CICG）均可提供，供代表使用。详尽信息见ITU-T网站（<http://www.itu.int/ITU-T/edh/faqs-support.html>）。

**打印机：**在塔楼地下二层网吧处、Monbrillant办公楼的零层以及主要会议厅附近均备有打印机。

**电子打印：**除使用需安装在用户电脑或设备上的打印机排队这一“传统”打印方法外，亦可通过电子邮件（“电子打印”（e-print））打印文件。方法很简单：向希望使用的打印机的电子邮件地址（具体为：[printername@eprint.itu.int](mailto:printername@eprint.itu.int)）发送一封电子邮件，将希望打印的文件作为附件附上。无需安装驱动程序即可打印。详情见<http://itu.int/ITU-T/go/e-print>。

**电子储物箱：**Montbrillant办公楼零层设有电子储物箱。发给已注册与会者的国际电联RFID胸卡可用来开关电子储物箱。该箱仅可在您出席会议期间使用，所以请务必在会议最后一天的23:59之前将其清空。

**注册、新代表和与会补贴**

**注册：**请与会者亲自或以远程方式在ITU-T网站进行在线预注册。

为便于电信标准化局做出必要安排，请联系人通过电子邮件（[tsbreg@itu.int](mailto:tsbreg@itu.int)）、信函或传真（+41 22 730 5853）在**2013年12月15日之前**（会议召开日的一个月之前）将代表贵主管部门、部门成员、部门准成员、学术机构、区域性组织和/或国际组织或其它实体出席会议的人员名单发至我处。

同时亦请各主管部门注明其代表团团长的姓名（如有副团长，亦盼一并注明）。

**新代表：**我们为出席会议的新代表安排了入门介绍（Mentoring Programme），其中包括注册时的迎新简介、引导参观国际电联总部和有关ITU-T的情况介绍会。如欲参加，请在报名表的相应方框中打钩或联系[ITU-Tmembership@itu.int](mailto:ITU-Tmembership@itu.int)。

**与会补贴：**我们高兴地通知您，将根据可用资金的情况，向每个最不发达国家或低收入发展中国家主管部门颁发一份全额或两份非全额与会补贴，以方便他们与会（<http://itu.int/en/ITU-T/info/Pages/resources.aspx>）。申请与会补贴时必须得到相关国际电联成员国主管部门的授权。与会补贴申请表（请使用所附**表1**）必须在**2013年12月15日之前**（会议召开的一个月前）交回国际电联。请注意，决定是否授予与会补贴的标准包括：电信标准化局的可用预算；申请人向会议提交的文稿；在国家和地区之间的公平分配；以及性别平衡。

**（会前）重要截止日期**

|  |  |  |
| --- | --- | --- |
| 会议召开的八周前 | 2013年11月20日 | - 提交需翻译的文稿 |
| 会议召开的六周前 | 2013年12月4日 | - 要求在开幕和/或闭幕全体会议上提供口译服务  - 申请签证 |
| 会议召开的一个月前 | 2013年12月15日 | - 预注册  - 申请与会补贴 |
| 会议召开的 12个日历日之前 | 2014年1月2日 | - 提交文稿的最后截止日期 |

**到访日内瓦：酒店和签证**

请注意，为到访者提供信息的新网站现已开通：

[http://www.itu.int/en/delegates-corner/](http://www.itu.int/en/delegates-corner/Pages/default.aspx) 。

**酒店**：为方便起见，本函附有一份酒店预定表（表2）。酒店一览表见：<http://www.itu.int/travel/>。

**签证**：我们谨提醒您，一些国家的公民需要获得签证才能入境瑞士并在此逗留。**签证必须至少在会议召开日的六（6）个星期前**向驻贵国的瑞士代表机构（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国家的此类机构申请并领取。如果遇到问题，国际电联可根据您所代表的主管部门或实体提出的正式请求与有关瑞士当局接触，以便为发放签证提供方便，但仅限于在所述的**六个**星期内办理。此类请求必须说明申请签证人员的姓名和职务、出生日期、护照号码以及护照签发日期和失效日期[[1]](#footnote-2)，并必须附有一份已批准该人员参加ITU-T所述会议的注册确认通知，而且必须通过传真（传真号码：  
+41 22 730 5853）或电子邮件（[tsbreg@itu.int](mailto:tsbreg@itu.int)）发至电信标准化局，上面注明“**visa request**”（“**签证申请**”）**”**。

**FORM 1 – FELLOWSHIP REQUEST**

(to TSB Collective letter 3/17)

|  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- |
|  | **ITU-T Study Group 17 meeting**  **Geneva, Switzerland, 15 – 24 January 2014** | | | | |  |
| **Please return to:** | | | **ITU Geneva, Switzerland** | | **E-mail:** [**bdtfellowships@itu.int**](mailto:bdtfellowships@itu.int)  **Tel: +41 22 730 5227**  **Fax: +41 22 730 5778** | | |
| **Request for one full or two partial fellowships to be submitted before  15 December 2013** | | | | | | |
| Submission of Contributions is encouraged | | | | Participation of women is encouraged | | | |
| Registration Confirmation I.D. No: …………………………………………………………………………… (Note: It is imperative for fellowship holders to pre-register via the online registration form at: <http://itu.int/ITU-T/go/sg17>)  **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): \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_** | | | | | | | |
| **Please select your preference  (which ITU will do its best to accommodate)** | | | | | | | |
| 1. One full or **partial** fellowship per eligible country. 2. For partial fellowship, ITU is requested to cover either one of the following:   **□ Economy class air ticket (duty station / Geneva / duty station).**  **□ Daily subsistence allowance intended to cover accommodation, meals & misc. expenses.**   1. It is imperative that fellows be present from the first day to the end of the meeting. | | | | | | | |
| **Signature of fellowship candidate:** | | | | | | **Date:** | |
| **TO VALIDATE FELLOWSHIP REQUEST, NAME, TITLE AND SIGNATURE OF CERTIFYING OFFICIAL DESIGNATING PARTICIPANT MUST BE COMPLETED BELOW WITH OFFICIAL STAMP.**  **N.B. IT IS IMPERATIVE THAT FELLOWS BE PRESENT FROM THE FIRST DAY TO THE END OF THE MEETING.** | | | | | | | |
| **Signature** | | | | | | **Date** | |

**FORM 2 – HOTELS**

(to TSB Collective letter 3/17)

|  |
| --- |
| *This confirmation form* ***should be sent directly*** *to the hotel**of your choice* |

|  |  |  |
| --- | --- | --- |
|  | **INTERNATIONAL TELECOMMUNICATION UNION** |  |

**TELECOMMUNICATION STANDARDIZATION SECTOR**

*SG17 meeting from 15 to 24 January 2014 in Geneva*

*Confirmation of the reservation made on (date) ------------------------- with (hotel) --------------------------------*

***at the ITU preferential tariff***

*------------ single/double room(s)*

*arriving on (date) --------------------------- at (time) ------------- departing on (date) -------------------------------*

***GENEVA TRANSPORT CARD :*** *Hotels and residences in the canton of Geneva now provide a free "Geneva Transport Card" valid for the duration of the stay. This card will give you free access to Geneva public transport, including buses, trams, boats and trains as far as Versoix and the airport.*

*Family name* -------------------------------------------------------------------------------------------------------------------

*First name*  ------------------------------------------------------------------------------------------------------------------

*Address*  ------------------------------------------------------------------------ *Tel: -------------------------------*

*----------------------------------------------------------------------------------------- Fax: -------------------------------*

*----------------------------------------------------------------------------------------- E-mail:* ------------------------------

*Credit card to guarantee this reservation*: AX/VISA/DINERS/EC (*or* *other) -----------------------------------*

*No.* -------------------------------------------------------- *valid until* -------------------------------------------------

*Date* ------------------------------------------------------ *Signature*  ---------------------------------------------------

**ANNEX B**

**(to TSB Collective letter 3/17)  
Draft agenda for the plenary**

**Meeting of Study Group 17  
Geneva, 15 – 24 January 2014**

1. Opening of the meeting and welcome
2. Results from the last meeting of Study Group 17
   1. Report of the 26 August – 4 September 2013 Study Group 17 meeting
   2. Result of Recommendations consented under AAP
   3. Result of the Member States consultation for Recommendations under TAP
   4. Reports of the interim Rapporteur group meetings
   5. Reports from the Correspondence Groups on:
      1. *Verification process for cryptographic protocols*
      2. *Cybersecurity Information Exchange Capabilities*
      3. *Web mashup security activities*
      4. *High-level security framework for cloud computing and cloud computing security collaboration*
      5. *Generic IdM interoperability mechanisms activities*
      6. *IdM requirement in cloud computing activities*
      7. *Open identity trust framework activities.*
   6. SG17 participation in workshops and seminars
3. Coordination, collaboration and cooperation
   1. Focus groups (FGs), joint coordination activities (JCAs) and Global standards initiatives (GSIs)
   2. Relations with other lead study groups
   3. Strategic Advisory Group on Security (SAG-S) (IEC, ISO, ITU-T)
   4. Memorandum of Understanding on e-business (IEC, ISO, ITU-T, UN/ECE)
   5. Collaboration with IEC, ISO and ISO/IEC JTC 1
   6. Collaboration with IETF
   7. Collaboration with ETSI
   8. Collaboration with the SDL Forum Society
   9. Collaboration with the Kantara Initiative
   10. Collaboration with OASIS
   11. Collaboration with FIRST
   12. Collaboration with Cloud Security Alliance
   13. Interaction with other industry consortia and fora
   14. Reports on other liaison and collaboration activities
4. General matters
   1. SG17 organization for this meeting
   2. Newcomers’ orientation sessions
   3. Appointments (to fill open positions)
   4. SG17 lead study group activities
   5. JCA-COP
   6. JCA-IdM
   7. Preparation for next TSAG meeting
   8. Preparation for the next GSC-18 meeting (July 2014, France)
   9. SG17 activities in support of WTSA-12 Resolutions, PP-10 Resolutions and WTDC-10 Resolutions
   10. Status of SG17 Projects
   11. Tutorials for this meeting
   12. Future SG17 organized outreach events (workshops, summits, seminars)
   13. Bridging the Standardisation Gap (BSG)
5. Program for this meeting (working party meetings and meeting on Questions)
   1. Meeting reports including action plans
   2. Recommendations and other texts for *approval* or *agreement* at this Study Group 17 meeting
   3. Recommendations for *consent* or *determination* at this Study Group 17 meeting
   4. A.5 justification for normative references other than ITU, ISO, IEC in Recommendations
   5. Recommendations planned for *consent* or *determination* or *agreement* at the next Study Group 17 meeting
   6. Recommendations planned for consent or determination later in the study period
   7. New work items to be added and work items to be deleted from the work programme
   8. Editors and Summaries for Recommendations and other texts under development
   9. Manuals, roadmaps and wikis
   10. Liaison statements
   11. Requests to TSB to initiate A.4 (consortia/forums) or A.6 (SDOs) qualifications
   12. Planned Rapporteur group meetings (alone, collaborative, part of GSI, etc.), correspondence groups and other activities
   13. Establishment, continuation, or termination of correspondence groups
   14. Other items for SG17 agreement
   15. Highlights of achievements
6. Working arrangements for this meeting
   1. Update on tools available for the conduct of the work
   2. Mail ing lists, including e-mail addresses
   3. List of meeting documents and allocation of documents to Questions
   4. Meeting schedule and room allocation
7. Future meetings of Study Group 17
8. Information from vice-chairmen and working party chairmen
9. Any other business
10. Closing

\_\_\_\_\_\_\_\_\_\_\_\_\_\_

1. 此类请求的模板参见<http://itu.int/en/ITU-T/info/Documents/Visa-support-letter_MODEL.pdf>。 [↑](#footnote-ref-2)