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| Ref.: | BDT Circular 15 and TSB Circular 143 | Geneva, 24 January 2019 |
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|  |  |  | - Administrations of Member States of the Union;- ITU-T and ITU-D Sector Members;- ITU-T and ITU-D Associates;- ITU Academia**Copy to:**- The Chairmen and Vice-Chairmen of ITU-D and ITU-T Study Groups;- The Director of the Radiocommunication Bureau |
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| **Subject:** | **Forum on “Smart sustainable cities: technological trends, success stories and future prospects” and ITU Training on “Key performance indicators for smart sustainable cities to achieve the SDGs” (Minsk, Belarus, 26-27 February 2019)** |
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| Dear Sir/Madam,1 We would like to inform you that the **Forum on “Smart sustainable cities: technological trends, success stories and future prospects”** will be held on 26 and 27 February 2019 and is jointly organized by the International Telecommunication Union (ITU), the United Nations Human Settlements Programme (UN‑Habitat) and the United Nations Development Programme (UNDP). The Forum will be held in conjunction with the **ITU Training on “Key performance indicators for smart sustainable cities to achieve the SDGs”** to be held on 27 February 2019 (11h30-16h00) and that is jointly organized by the Telecommunication Standardization Bureau and the Telecommunication Development Bureau.These eventswill be kindly hosted by the Ministry of Communication and Informatization of the Republic of Belarus and OJSC “Giprosvjaz” and will take place at the Hotel "Belarus", Starazhowskaya Street 15, Minsk, Belarus.These events will be collocated with the meeting of the [ITU-T Study Group 20 Regional Group for Eastern Europe, Central Asia and Transcaucasia](https://www.itu.int/en/ITU-T/studygroups/2017-2020/20/sg20rgeecat/Pages/default.aspx) (SG20RG-EECAT) which will take place on 26 February (16h30-17h30), 27 February (16h30-17h30) and 28 February 2019 (09h30-13h00). The Forum and Training are being held to follow up on Resolution 98 “Enhancing the standardization of Internet of things and smart cities and communities for global development” which was approved at WTSA-16 and within the context of the CIS Regional Initiative on “Development and regulation of infocommunication infrastructure to make cities and human settlements inclusive, safe and resilient” which was approved by WTDC-17.The objective of the Forum is to raise awareness on policies and strategies as well as on the importance of international standards that build smart sustainable cities worldwide.The U4SSC developed a set of international key performance indicators (KPIs) for Smart Sustainable Cities (SSC) to establish the criteria to evaluate ICTs’ contributions in making cities smarter and more sustainable. The objective of the Training is to present the U4SSC KPIs for SSC with a view to provide cities with the means for self-assessment in order to achieve the sustainable development goals (SDGs). 2 The Forum, Training and SG20RG-EECAT meeting will be conducted in English and Russian with simultaneous interpretation.3 Participation in the Forum and Training is open to ITU Member States, Sector Members, Associates and Academic Institutions and to any individual from a country that is a member of ITU who wishes to contribute to the work. This includes individuals who are also members of international, regional and national organizations. Participation in the Forum and Training is free of charge.4 To encourage the participation of low-income developing countries and subject to the availability of funds, the ITU will grant one full or two partial fellowships per eligible country of the CIS Region for both events. In accordance with Resolution 25 (Rev. Dubai, 2018) of the ITU Plenipotentiary Conference in order to promote the participation of developing countries in ITU activities, delegates of developing countries which have made input contributions to ITU events can be eligible for a fellowship if the related budget allows.5 Information relating to the Forum and Training, including the draft programme, fellowship request form and practical information, is available on the event webpage at: <https://www.itu.int/en/ITU-D/Regional-Presence/CIS/Pages/EVENTS/2019/02_Minsk/02_Minsk.aspx>. This website will be regularly updated as new or modified information becomes available. Participants are requested to check periodically for new updates. 6 Wireless LAN facilities will be available at the venue of the event.7 Registration is mandatory for all participants planning to attend the Forum, Training and SG20RG‑EECAT meeting. You are invited to register via the online registration form available on the event webpage no later than **19 February 2019**.8 We would remind you that citizens of some countries are required to obtain a visa to enter Belarus. **The visa must be requested at least four (4) weeks before the date of beginning of the meeting** and obtained from the office (embassy or consulate) representing Belarus in your country. If there is no such office in your country, kindly avail of the visa services from the embassy or consulate that is closest to the country of your departure. Citizens of 74 countries can stay in Belarus for up to 30 days when arriving and departing via “Minsk National Airport”. More information is available at: <http://mfa.gov.by/en/visa/visafreetravel/e0ced19bb1f9bf2c.html>.Yours faithfully,

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| *(signed)* | *(signed)* |
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| Chaesub LeeDirector, Telecommunication Standardization Bureau (TSB) | Doreen Bogdan-MartinDirector, Telecommunication Development Bureau (BDT) |

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