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| The International Teleocmmunication Union - Connecting the World. | **International telecommunication union****Telecommunication Standardization Bureau** |  |
|  | Geneva, 27 September 2019 |
| **Ref:** | **TSB Circular 193** | **To:**- Administrations of Member States of the Union;- ITU-T Sector Members;- ITU-T Associates;- ITU Academia |
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| **E-mail:** | u4ssc@itu.int | **Copy to:**- The Chairmen and Vice-Chairmen ofStudy Groups;- The Director of the Telecommunication Development Bureau;- The Director of the Radiocommunication Bureau |
| **Subject:** | **The Forum on Environmental Efficiency for Artificial Intelligence (AI) and other Emerging Technologies, The First Meeting of the ITU-T Focus Group on Environmental Efficiency for AI and other Emerging Technologies(AI4EE) andThe meeting of the Thematic Group on the United for Smart Sustainable City Index Vienna, Austria, 11-13 December 2019** |

Dear Sir/Madam,

1 I am pleased to inform you that­ the International Telecommunication Union (ITU) is organizing the following events in Vienna, Austria from 11-13 December 2019.

* **11 December**: The Forum on Environmental Efficiency for AI and other Emerging Technologies (Afternoon only);
* **12 December**: The First Meeting of the ITU-T Focus Group on Environmental Efficiency for Artificial Intelligence and other Emerging Technologies (FG-AI4EE).

The International Telecommunication Union (ITU), the United Nations Economic Commission for Europe (UNECE) and the United Nations University (UNU) will co-organize the Meeting of the Thematic Group on the United for Smart Sustainable City Index on **13 December 2019**.

 These meetings and forum will be kindly hosted by the Federal Ministry of Transport, Innovation and Technology Republic of Austria.

2 Participant registration will begin at 0830 hours of each morning.

3 These meetings and forum will be held in English only.

4 Participation in all three events 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 is free of charge. No fellowships will be granted.

5 The **objectives** of the first FG-AI4EE meeting include:

– Discussion on environmental efficiency for Artificial Intelligence and other emerging technologies: use cases, requirements, applications, interfaces, protocols, architectures, security, etc.;

– Appointment of FG-AI4EE management, including additional Vice-chairs;

– Agreement on the FG-AI4EE working structure, including establishment of working groups (WGs) on specific topics and appointment of relevant WG Chairs;

– Agreement on a FG-AI4EE roadmap of expected deliverables, identifying timelines, scopes and editors and assigning responsibilities to the various WGs;

– Agreement on FG-AI4EE working methods, using as a base ITU-T A.7;

– Agreement on FG-AI4EE future meeting plans, including frequency of meetings.

The objective of the thematic group meeting is to present a first draft of the methodology of the U4SSC Index that provides measurements and insights in the focus areas of smartness, sustainability, environment, economy and society and culture in cities. The adopted outcomes of discussions at the thematic group meeting will provide strategic guidance to finalize the U4SSC Index.

The objective of the forum is to stimulate global dialogues on environmental efficiency for Artificial Intelligence and other emerging technologies. It will provide a platform to explore common challenges, share ideas and present and discuss use cases, requirements, applications, interfaces, protocols, architectures, etc.

6 Information relating to these meetings and forum including the draft programme and practical information, will be available on the event websites at the following addresses:
<https://www.itu.int/en/ITU-T/climatechange/Pages/20191014-meeting.aspx> ,<https://www.itu.int/en/ITU-T/climatechange/Pages/20191014-forum.aspx>, and
<https://www.itu.int/en/ITU-T/focusgroups/ai4ee/Pages/default.aspx> respectively. These websites will be updated regularly as new or modified information becomes available. Participants are encouraged to check the websites periodically for the latest updates.

7 To enable the host to make the necessary logistics arrangements, participants are required to **pre-register online** via the online form [here](https://www.itu.int/net4/CRM/xreg/web/Login.aspx?src=Registration&Event=C-00006984) as soon as possible, and no later than **29 November 2019**. Places are limited and registration will be handled on a first-come, first-served basis. Registration is required for all participants. **Please note that pre-registration of participants for the events is carried out exclusively online.**

8 We would remind you that citizens of some countries are required to obtain a visa in order to enter and spend any time in Austria. If required, visas must be requested before the date of arrival in Austria from the embassy or consulate representing Austria in your country or, if there is no such office in your country, from the one that is closest to the country of departure. Deadlines vary, so it is suggested to check directly with the appropriate representation and apply early.

Additional details and documentation needed for visa processing, if any, will be provided in the logistics document for these meetings and forum and will be made available on the event websites.

Yours faithfully,



Chaesub Lee
Director of the Telecommunication
Standardization Bureau