



First Meeting of the International Telecommunication Union (ITU) Focus Group on Cost Models for affordable data services (FG-CD) and its associated Workshop
(4-6th October, 2023)
New Delhi, India



PARTICIPANT INFORMATION FOR PARTICIPANTS

Event Venue

The meeting and workshop will be held at the address below:

The Lalit Hotel
Barakhamba Avenue,
Connaught Place,
New Delhi 110001, India
Tel: +91-11- 4444 7777

Passport and Visa Requirements

Participants are strongly advised to check all entry and visa requirements to travel to India on the websites of Indian Embassies and High Commissions in their respective countries. Visa supporting letter/Invitation letter can be issued upon request for assisting the delegates to obtain necessary visa from their respective countries and on-arrival visa (if applicable). Delegates who require this assistance and on-arrival visa support, should submit the necessary information by email to Mr. Vikas Nigam: irdivision@traigov.in, **using the Form at Annex 1, latest 25th August 2023.**

Hotel Accommodation

Hotel The Lalit is located at the heart of the capital city and has easy access to all parts of the city, through road, metro etc. For details of the hotel please visit <http://www.thelalit.com>. In addition to this hotel, few hotels which are situated in the same vicinity of the Hotel Lalit, are suggested for the stay of Participants.

The participants will have to book their accommodation directly with the hotels quoting the name of the event as **'ITU-TRAI event'** for their stay. The names of the recommended hotels along with discounted prices are given below:

S.No.	Name of the Hotel	Category	Single Occupancy	Double Occupancy
1.	The Lalit Hotel Barakhamba Avenue, Connaught Place, New Delhi 110001, India Contact Person : Mr. Rishabh Tyagi +8130930202 (Mob.) +9958854433(Mob.) Email : Rishabh.tyagi@thelalit.com Aditi.chopra@thelalit.com	Premier Room	INR 8,500 plus 18% Taxes	INR 10,000 plus 18% Taxes
		Executive Club Room	INR 12,000 plus 18% taxes	INR 13,500 plus 18% taxes
		Lalit Luxury Room	INR 13,500 plus 18% taxes	INR 14,500 plus 18% taxes
2.	Hotel Connaught Royale 106 Babar Road, Near Barakhamba Road, Connaught Place, New Delhi-110 001 Contact Person : Mr. Surinder Mehta +91 8800771434 (Mob.) Email : gm@connaughtroyale.com <i>(Around 300 mts. from the venue)</i>	Deluxe Room	INR 7,500 Plus 18% taxes	INR 9,000 plus 18% taxes
		Premium Room	INR 8,000 plus 18% taxes	INR 9,500 plus 18% taxes
		Executive Room	INR 8,500 plus 18% taxes	INR 10,000 plus 18% taxes
		Studio Apt	INR 9,000 plus 18% taxes	INR 10,500 plus 18% taxes
3.	Bloom Boutique 105 Babar Road, Near Barakhamba Road, Connaught Place, New Delhi-110 001 Contact Person : Mr. Harmeet Singh Arora +91 9717504070 (Mob.) Email : harmmeet.arora@staybloom.com <i>(Around 300 metres from the venue)</i>	Executive King	INR 6,000 plus 12% Taxes	Rs. 7,000 Plus 12% Taxes
		Premium Room	INR 6,500 plus 12% Taxes	Rs. 7,500 Plus 12% Taxes

****The tariff includes charges for breakfast and dinner in all above hotels.***

Settlement of Hotel Accounts

Before checking out of hotel, the participants are expected to settle all dues directly with hotel, including room charges and other expenses such as local and long-distance telephone calls, Internet, business centre, laundry, room and hotel transportation services, mini-bar items, as well as for restaurant and bar services. Participants are also responsible for any charges incurred with respect to rooms remaining vacant owing to their late arrival or rescheduled departure for which inadequate prior notice is given.

Guidelines for incoming international participants.

Useful information for all the incoming international passengers at New Delhi International airport is given at the link <https://www.newdelhiairport.in/passenger-guide>.

Health Requirements

ITU requests all participants to ensure medical and travel insurance covering the whole period of the event during their stay in New Delhi, India. Neither ITU nor the host TRAI will be able to meet any expenses relating to injury, accident or medical treatment of the participant.

OTHER INFORMATION

INDIA: A BRIEF COUNTRY PROFILE

India is one of the oldest civilizations in the world with a kaleidoscopic variety and rich cultural heritage. It has achieved all-round socio-economic progress since its Independence. India has become self-sufficient in agricultural production and is now one of the top industrialized countries in the world and one of the few nations to have gone into outer space to conquer nature for the benefit of the people. It covers an area of 32,87,263 sq. km (1,269,346 sq mi), extending from the snow-covered Himalayan heights to the tropical rain forests of the south. As the 7th largest country in the world, India stands apart from the rest of Asia, marked off as it is by mountains and the sea, which give the country a distinct geographical identity. Bounded by the Great Himalayas in the north, it stretches southwards and at the Tropic of Cancer, tapers off into the Indian Ocean between the Bay of Bengal on the east and the Arabian Sea on the west. Lying entirely in the northern hemisphere, the mainland extends between latitudes 8° 4' and 37° 6' north, longitudes 68° 7' and 97° 25' east and measures about 3,214 km from north to south between the extreme latitudes and about 2,933 km from east to west between the extreme longitudes. It has a land frontier of about 15,200 km. The total length of the coastline of the mainland, Lakshadweep Islands and Andaman & Nicobar Islands is 7,516.6 km.

SOME USEFUL INFORMATION ABOUT NEW DELHI AND WEATHER

Delhi has a long history and legacy which is evident with presence of many monuments and iconic buildings. The city is situated on the banks of river Yamuna and falls in the Northern part of India on the floodplains of the mighty Himalayas. Once a part of the Aravalli mountains, today Delhi has only the Ridge area to tell the story of the greenery this place once had. The city is sprinkled with captivating ancient monuments, fascinating museums and art galleries, architectural wonders, a vivacious performing-arts scene, fabulous eating places and bustling markets.

The tourism information guide will be part of the conference package, which gives all the details about places of tourist's attractions and city map.

Local Transportation:

Metro is the popular and cheap mode of public transport in Delhi which connects to all corners of the city and is very economical. There are many app-based taxis such as Uber & Ola which are other cheap modes of transport. The taxis available at the hotel may be expensive.

Weather

The weather in Delhi in October is moderate. The average temperature varies between 20°C and 33°C. The mornings and evenings are very pleasant and the mid-afternoon tends to become hot. Rains are not expected during this time of the year in Delhi.

LANGUAGE

Hindi and English are widely spoken in Delhi.

TIME ZONE

GMT/UTC + 5.30 hours

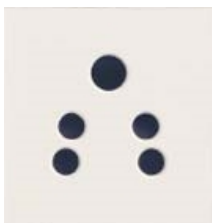
BANKS & CURRENCY

The unit of currency is Indian Rupees which comes in denominations of 10, 20, 50, 100, 200 and 500. Please use only the authorized money changers and banks to convert currency. They will issue a certificate of exchange which is required at the time of re-conversion of any unused currency. The currency may be exchanged at the airport on arrival. Foreign Exchange Rate is approximately Rs. 82/- to US\$ 1.

Most bank ATMs honor Visa, Visa Electron, Master & Maestro cards and you may use these ATMs also to withdraw money. Most hotels, shops & other establishments accept all major international credit cards.

ELECTRICITY

230Volts AC 50Hz Electric sockets of Type D. It is advisable to come along with Global adaptors.



TRANSPORTATION DURING ARRIVAL AND DEPARTURE

The Indira Gandhi International Airport is around 35-45 minutes away from the recommended hotel. Delegates have to arrange their own transportation from the airport to the above-mentioned hotels on arrival. There are pre-paid taxi booths operated by Delhi Police at the arrival terminal of Delhi airport.

CONTACT POINT

For any further information you may require or if you need a personal invitation letter or official document for your travel clearances, please contact:

<p><u>ITU coordinator:</u></p> <p>Mr. Vijay Mauree Programme Coordinator, Study Group Dept. Telecommunication Standardization Bureau (TSB), International Telecommunication Union Geneva Switzerland Tel : +41 22 730 5591 Mob : +41 79 599 1464 Email : Vijay.mauree@itu.int</p>	<p><u>TRAI coordinator:</u></p> <p>Mr. Vikas Nigam Senior Research Officer (International Relations) Telecom Regulatory Authority of India New Delhi India Email: irdivision@traigov.in Mob : +91-9412739314 Tel :+91-11- 23664452</p> <p>(For attendance, participation, visa support letter etc)</p>
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Annex 1 : Invitation letter request form for visa

Before requesting the letter of invitation, delegates should ensure that they are registered for the FG CD meeting. After completing registration, kindly:

- a) Fill in the form below (please fill in electronically)
- b) Provide an scanned copy of your passport (full name, date of birth, nationality, passport number, valid date of passport, etc. must be seen clearly)
- c) Send as email attachments to Mr. Vikas Nigam: irdivision@traf.gov.in **latest 25th August 2023**

Given name (First name)		
Family name (Last name)		
Gender (Male/Female)		
Date of Birth (dd/mm/yy)		
Place of Birth		
Nationality		
Passport number		
Passport Issuing Country		
Issuing Date (dd/mm/yy)		
Expiry Date (dd/mm/yy)		
Visa application office: Please specify whether Embassy of India or Consulate General/Consulate/Office?		
If you choose Embassy, in which country will you apply for a visa?		
If you choose Consulate General/Consulate/Office, in which city will you apply for a visa?		
Occupation and Job title		
Name of Company/Organization		
Company/Organization mailing address	Address	
	Postal Code	
	Country	
Telephone number		
Fax number		
E-mail address		
Your stay in India	Date of arrival (dd/mm/yy)	
	Date of departure (dd/mm/yy)	
	Days of Stay	
Hotel Booking		
Funding		

Please attach a scanned copy of your passport when sending the Form.