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| itu_logo | **International telecommunication union****Telecommunication Standardization Bureau** |  |
|  | Geneva, 8 September 2015 |
| Ref: | **TSB Circular 168**TSB Workshops/M.A. | - To Administrations of Member States of the Union;- To ITU-T Sector Members;- To ITU-T Associates;- To ITU Academia |
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| E-mail: | tsbworkshops@itu.int  | **Copy:**- To the Chairmen and Vice-Chairmen of ITU-T Study Groups;- To the Director of the Telecommunication Development Bureau;- To the Director of the Radiocommunication Bureau;- To the Director, ITU Regional Office for the Americas, Brasilia;- To the Heads of ITU Area Offices in Honduras, Chile and Barbados |
| Subject: | **Meeting of the Collaboration on ITS Communication Standards (Arlington, Virginia,7 December 2015 (afternoon))****How Communications will Change Vehicles and Transport - Workshop on Vehicle Communications and Automated Driving (Arlington, Virginia, 8 December 2015)** |

Dear Sir/Madam,

1 I would like to inform you that the Telecommunications Industry Association (TIA) and the International Telecommunication Union (ITU) will convene a meeting of the **Collaboration on ITS Communication Standards** on 7 December 2015 (afternoon) and a workshop on **How Communications will Change Vehicles and Transport** on 8 December 2015.

Both events will take place at the TIA Headquarters (1320 North Courthouse Road, Suite 200, Arlington, VA 22201, see <http://www.tiaonline.org/about/contact-us>) in Arlington, Virginia, USA.

The meeting will open at 1400 hours on 7 December 2015. Participants’ registration will begin at 1330 hours.

2 Participation is open to ITU Member States, Sector Members, Associates and Academic Institutions and to any individual from a country which is a member of ITU. This includes individuals who are also members of international, regional and national organizations. Participation in the workshop and the meeting of the Collaboration on ITS Communication Standards is free of charge. There will be no fellowships.

3 Intelligent transport systems (ITS) and automated driving are fast moving toward widespread commercialization and market acceptance. High levels of automation – the penultimate step to fully automated driving – are expected on the road by 2020 and hold great promise to improve road safety, reduce congestion and emissions, and increase the accessibility of personal mobility.

On 7 December 2015 (afternoon), the meeting of the Collaboration on ITS Communication Standards will review the state of ITS communication standards and discuss the road ahead.

On 8 December 2015, the international workshop will examine advances in the area of vehicle communications, from the perspectives of technology, business, and regulation. Sessions will discuss, inter alia, vehicle communications; security; the integration of nomadic devices in vehicles; and emerging applications, services, and business models enabled by vehicle communications.

The target audience of the events includes government representatives, policy makers and regulators; technical staff and decision makers at vehicle manufacturers, OEMs, suppliers, network operators and service providers; analysts and market researchers; technical experts involved in standardization; and members of the interested public.

4 A **draft programme** of both events will be made available on the ITU website: <http://www.itu.int/en/ITU-T/extcoop/cits/Pages/201512.aspx>. This website will be regularly updated as new or modified information become available. Participants are requested to check periodically for new updates.

5 **General information** for participants including hotel accommodation, transportation and visa requirements can be found on the ITU website: <http://www.itu.int/en/ITU-T/extcoop/cits/Pages/201512.aspx>. A list of hotels is provided at the above-mentioned ITU website. Participants are requested to make their hotel bookings as quickly as possible.

6 To enable TIA and ITU to make the necessary arrangements concerning the organization of the events, I should be grateful if you would **register** via the on-line form at: <http://www.itu.int/en/ITU-T/extcoop/cits/Pages/201512.aspx> as soon as possible, but **not later than 29 November 2015.** **Please note that pre-registration of participants to workshops is carried out exclusively *online*.** Participants will be able to register on-site on the day of the event.

Remote participation will be provided. Remote participation instructions will be made available to registered participants.

7 I would remind you that citizens of some countries are required to obtain a visa in order to enter and spend any time in the US. The visa must be obtained from the office (embassy or consulate) representing the US in your country or, if there is no such office in your country, from the one that is closest to the country of departure. Participants who require a letter of invitation from the host to facilitate their visa application are requested to refer to the ITU website: <http://www.itu.int/en/ITU-T/extcoop/cits/Pages/201512.aspx> for detailed information. Please be aware that visa approval might take time so kindly send your application as soon as possible and no later than **1 November 2015**.

Yours faithfully,

Chaesub Lee
Director of the Telecommunication
Standardization Bureau