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| ITU logo | INTERNATIONAL TELECOMMUNICATION UNION  **TELECOMMUNICATION STANDARDIZATION SECTOR**  STUDY PERIOD 2017-2020 | | | Focus Group on Application of Distributed Ledger Technology | |
| **Question(s):** | | | N/A | Geneva, 28-30 May 2018 | |
| **MEETING ANNOUNCEMENT** | | | | | |
| **Source:** | | | ITU | | |
| **Title:** | | | Third meeting of FG DLT, Geneva, Switzerland, 28-30 May 2018 | | |
| **Purpose:** | | | Admin | | |
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| **Keywords:** | FG DLT; announcement; distributed ledger technology; meeting; May 2018 |
| **Abstract:** | This document contains the meeting announcement of the third meeting of ITU-T Focus Group on Application of Distributed Ledger Technology (FG DLT). |

1 The third meeting of the ITU-T Focus Group on Application of Distributed Ledger Technology (FG DLT) is scheduled to take place **from 28 to 30 May 2018 in Geneva, Switzerland**.

2 Participation in FG DLT is open to ITU Member States, Sector Member, Associates and Academia. It is also open to any individual from a country which is a member of ITU and who is willing to contribute to the work. This includes individuals who are also members or representatives of interested standards development organizations.

3 The meeting will open at **09:30** on **28 May 2018** atITU headquarters, Rue de Varembé 2, CH-1202 Geneva.

Participants check-in will begin at 08:30 hours. No registration fee is required for participating in this meeting. The discussions will be held in English only.

4 To enable ITU to make the necessary arrangements concerning the organization of the Focus Group meeting, please **register** at <https://www.itu.int/net4/CRM/xreg/web/registration.aspx?Event=C-00004612> as soon as possible, but **no later than 23 May 2018**.

5 **Remote participation:** As a remote participant, you will be able to hear plenary session discussions, see documents and presentations and interact with the meeting host remotely. If you wish to participate as a remote participant, please register at <https://www.itu.int/net4/CRM/xreg/web/registration.aspx?Event=C-00004612> **no later than 23 May 2018**. Detailed instructions will be made available to registered participants.

6 Information related to the meeting and the documents for discussion at the meeting will be made available on the Focus Group webpage: <https://itu.int/en/ITU-T/focusgroups/dlt/>. Please note that an ITU user account is required to access some of the documents.

Accounts can be obtained at <https://itu.int/en/ties-services/> (non-members select the ‘Other / I don’t know’ option in the ITU membership status dialogue).

7 When preparing input documents to the meeting, participants are invited to take into consideration the agreed FG DLT structure and baseline deliverables, see <https://extranet.itu.int/sites/itu-t/focusgroups/fgdlt/output/Forms/AllItems.aspx>.

Participants shall submit input documents to ITU ([tsbfgdlt@itu.int](mailto:tsbfgdlt@itu.int)) in electronic format using the basic document template available at <https://www.itu.int/oth/T0A0F00000A/en>.

In order to allow participants to prepare for the meeting, the proposed **deadline for document submission** for this meeting is **23 May 2018**. Please note that this is a paperless meeting.

8 For logistical information please refer to **Annex A** of this document.

**ANNEX A**

**Third meeting of FG DLT**

Geneva, Switzerland, 28-30 May 2018

**WORKING METHODS AND FACILITIES**

**WIRELESS LAN** facilities are available to delegates in all ITU meeting rooms (SSID: “ITUwifi”, Key: itu@GVA1211). Detailed information is available on‑site and on the ITU‑T website (<http://itu.int/ITU-T/edh/faqs-support.html>).

**E-LOCKERS** are available for the duration of the meeting using delegates’ ITU-T RFID identity badges. The e‑lockers are located immediately after the registration area on the ground floor of the [Montbrillant building](https://www.itu.int/en/about/Documents/itu-plan.pdf).

**PRINTERS** are available in the delegates’ lounges and near all [major meeting rooms](https://www.itu.int/en/about/Documents/itu-plan.pdf). To avoid the need to install drivers on delegates’ computer, documents may be “e‑printed” by emailing them to the desired printer. Details at: <http://itu.int/go/e-print>.

**LOAN LAPTOPS** for delegates are available from the ITU Service Desk ([servicedesk@itu.int](mailto:servicedesk@itu.int)) on a first-come, first‑served basis.

**VISITING GENEVA: DIRECTIONS, HOTELS AND VISAS**

**VISITORS TO GENEVA**: Practical information for delegates attending ITU meetings in Geneva can be found at: <http://itu.int/en/delegates-corner>.

**HOTEL DISCOUNTS**: A number of Geneva hotels offer preferential rates for delegates attending ITU meetings, and provide a card giving free access to Geneva’s public transport system. A list of participating hotels, and guidance on how to claim discounts, can be found at: <http://itu.int/travel/>

**VISA SUPPORT**: If required, visas must be requested **at least one month before the date of arrival in Switzerland** from the embassy or consulate representing Switzerland in your country or, if there is no such office in your country, from the one that is closest to the country of departure. If problems are encountered, the Union can, at the official request of the administration or entity you represent, approach the competent Swiss authorities in order to facilitate delivery of the visa. Requests should be made by checking the corresponding box on the registration form **no later than one month before the meeting**. Enquiries should be sent to the ITU Travel Section ([travel@itu.int](mailto:travel@itu.int)), bearing the words “**visa support**”.