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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 | Madrid, 1-4 April 2019 | |
| **MEETING ANNOUNCEMENT** | | | | | |
| **Source:** | | | ITU | | |
| **Title:** | | | Sixth meeting of FG DLT, Madrid, Spain, 1-4 April 2019 | | |
| **Purpose:** | | | Admin | | |
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| **Keywords:** | FG DLT; announcement; distributed ledger technology; meeting; April 2019; Madrid |
| **Abstract:** | This document contains the meeting announcement of the sixth meeting of ITU-T Focus Group on Application of Distributed Ledger Technology (FG DLT). |

1 The sixth meeting of the ITU-T Focus Group on Application of Distributed Ledger Technology (FG DLT) is scheduled to take place **from 1 to 4 April 2019 in Madrid, Spain**, kindly hosted by Alastria, with the support of Universidad Pontificia de Comillas, the Madrid City Council and the Ministry of Economy and Business Affairs, Kingdom of Spain.

The events will start with a **pre-meeting workshop** on 1 April 2019 at 09:30, at **Universidad Pontificia Comillas** ICAI-ICADE, C. Alberto Aguilera, 23, 28015 Madrid.

The sixth meeting of **FG DLT** will open on 2 April 2019 at 09:30, at **Pabellón de los Jardines de Cecilio Rodríguez**, Paseo Uruguay, 5, 28009 Madrid.

Please see the Annex A, the FG DLT webpage and mailing list for details.

Participants check-in will begin at 09:00 hours. No registration fee is required for participating in this meeting. The discussions will be held in English only.

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 To enable ITU and the host to make the necessary arrangements concerning the organization of the Focus Group meeting, please **register** via the online form at <https://www.itu.int/net4/CRM/xreg/web/registration.aspx?Event=C-00005840> as soon as possible, but **no later than 24 March 2019**.

4 Information related to the meeting and the items for discussion at the meeting will be made available on the Focus Group web page: <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 ‘Media and other organizations’ option in the ITU membership status dialogue).

5 When preparing input documents to the meeting, participants are invited to take into consideration the output documents of the recent most meeting, 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 permit participants to prepare for the meeting, the proposed **deadline for document submission** for this meeting is **29 March 2019**. Please note that this is a paperless meeting.

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

7 **Remote Participation:** As a remote participant, you will be able to hear plenary session discussions, see documents and presentations and interact with the remote meeting host. If you wish to participate as a remote participant, you need to register at <https://www.itu.int/net4/CRM/xreg/web/registration.aspx?Event=C-00005840> as soon as possible, but **no later than 24 March 2019**. Detailed instructions will be made available to registered participants.

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 Spain. If required, visas must be requested before the date of arrival in Spain from the embassy or consulate representing Spain 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.

Should you require a personal letter of invitation for your business visa application, please see clause 4 of **Annex A**. Your complete request should be sent before **14 March 2019**.

**ANNEX A**

**Sixth meeting of FG DLT**

Madrid, Spain, 1-4 April 2019

***Practical information for participants***

**1 Meeting venues**

We will have two places for the sessions:

* 1 April and 4 April 2019: Universidad Pontificia Comillas ICAI-ICADE  
  Address: C. Alberto Aguilera, 23, 28015 Madrid  
  Map: <https://goo.gl/maps/hjcAepsEDk22>
* 2 April and 3 April 2019: Jardines de Cecilio Rodríguez  
  Address: Paseo Uruguay, 5, 28009 Madrid  
  Map: <https://goo.gl/maps/dPUo9K4odK52>

**2 Accessing the meeting venues**

Attendees should identify themselves the first day for the “expert credential” that it will be checked the second and third day.

**3 Accommodation**

Between both venues there is no significant distance, it would take in a taxi between ten up to fifteen minutes

The following hotels are located closer to Jardines de Cecilio Rodríguez

* **Ayre Gran Hotel Colón** (4 stars)
  + Address: C/ del Pez Volador, 1, 28007 Madrid
  + Map: <https://goo.gl/maps/feHXAVZJKnx>
  + Web: <https://www.ayrehoteles.com/en/hotels/ayre-gran-hotel-colon/>
* **Clardige Hotel Madrid** (4 stars)
  + Address: Pza. Conde de Casal, 6, 28007, Madrid
  + Map: <https://goo.gl/maps/ByfqyMvLx2H2>
  + Web: <https://www.hotelclaridge.com/en/>
* **Novotel Madrid Center Hotel** (4 stars)
  + Address: C/ de O Donnell, 53, 28009 Madrid
  + Map: <https://goo.gl/maps/y4Jp8FwcBu72>
  + Web: <https://www.accorhotels.com/gb/hotel-9298-novotel-madrid-center/index.shtml>
* **H10 Puerta de Alcala** (4 stars)
  + Address: C/ Alcalá, 66, 28009 Madrid
  + Map: <https://goo.gl/maps/SGayfEAVnD62>
  + Web: <https://www.h10hotels.com/en/madrid-hotels/h10-puerta-de-alcala>

The following hotel is located closer to Universidad Pontificia Comillas ICAI-ICADE:

* **Sercotel G.H. Conde Duque** (4 stars)
  + Address: Plaza del Conde del Valle Súchil, 5, 28015, Madrid
  + Map: <https://goo.gl/maps/Rd7YkVhhRYU2>
  + Web: <https://www.sercotelhotels.co.uk/hotels/spain/Madrid/gh-conde-duque/>

**3 Transportation and directions**

**> Adolfo Suarez Airport, Barajas; Madrid (MAD).**

It is an International Airport that serves from various terminals, the taxi to any city place is a fixed rate price at 30€, please take this in consideration, Uber and Cabify are in a conflict at the Court with the Taxi Associations so you can feel more comfortable with the public taxi, although without the bottle of water. Please note that some taxis may not accept American Express.

You can also take a Bus to Madrid Center and ask for this service from the Airport to your Hotel at your Hotel indeed, some of the hotels usually have this service.

**> Get around**

Metro is a useful mechanism to move quick in the city, even you can download the Metro Madrid App <https://www.metromadrid.es/en> but you have alternative like skate or bike very well deploy from the areas we are moving around our meetings <https://www.bicimad.com/>

BUS is also a great option <https://www.crtm.es/tu-transporte-publico/autobuses-emt.aspx?lang=en>

**4 Entry requirements and visa information**

Depending on a visitor’s nationality, an entry visa may be required by national authorities.

Participants concerned are strongly advised to seek information on requirements applicable in their case from embassies or consular missions in their home countries. Where a visa is required, applicants are strongly advised to apply as early as possible.

For more information please visit: <http://www.exteriores.gob.es/Portal/es/ServiciosAlCiudadano/Paginas/EmbajadasConsulados.aspx>

A letter of invitation can be issued to registered participants. Requests should be addressed by e-mail to [standards@alastria.io](mailto:standards@alastria.io)

The e-mail subject should be “**LOI for FG DLT event in Madrid**”, and the e-mail should state the **registration number, address of the embassy in the applicant’s country** and include a **scan of the applicant’s passport data page**.

Delegates must request that letter no later than **14 March 2019**.

**5 Health & vaccination requirements**

There is no mandatory specification although some check controls are allowed from some risky areas without a proper health certification card.

**6 General Information**

**> Time zone**

UTC+1

**> Climate**

This time of year, daily highs average 20°C to 25ºC. At night, temperatures can decrease in the 10s.

**> Currency**

Euro €.

Credit and debit cards are widely accepted, with the exception of American Express in some places, as mentioned above.

**> Electricity**

For Spain there are two associated plug types, types C and F. Plug type C is the plug which has two round pins and plug type F is the plug which has two round pins with two earth clips on the side. Spain operates on a 230V supply voltage and 50Hz.

<https://www.electricalsafetyfirst.org.uk/guidance/advice-for-you/when-travelling/travel-adaptor-for-spain/>

**> Language**

Spanish is the local language although Madrid is a cosmopolitan city populated by foreigners and tourists - English is widely spoken and very welcome.

**> Business hours**

For Commercial activities you can find herein info about <https://www.introducingmadrid.com/opening-hours>

Banks: Mon-Fri: 9am-4pm;

**> Tipping**

It is up to you, as courtesy for a satisfied service.

**> Smoking**

Smoking is forbidden in all indoor and enclosed public spaces such as bars and restaurants, clubs, shopping malls, movie theatres, banks, supermarkets, bakeries, chemist shops, health places, government offices and schools. Also it is no longer allowed on work and study places, libraries, buses, cabs, commercial and residential common areas, hotels and inns. Anybody violating the law is charged with a fine.

**> Security**

Madrid is a safe place, however participants are reminded to be careful and watch their belongings in crowds, metros and buses, and late at night.

Just in case, emergency numbers are found at <https://ec.europa.eu/digital-single-market/en/112-spain>.

**> Tourism**

Specific cultural agenda will be provided.

**> Contact person**

For any further information, please contact:

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