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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, 29 July - 1 August 2019 | |
| **MEETING ANNOUNCEMENT** | | | | | |
| **Source:** | | | ITU | | |
| **Title:** | | | Seventh and final meeting of FG DLT, Geneva, Switzerland, 29 July - 1 August 2019 | | |
| **Purpose:** | | | Admin | | |
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| **Keywords:** | FG DLT; announcement; distributed ledger technology; meeting; July-August 2019; Geneva |
| **Abstract:** | This document contains the meeting announcement of the seventh and final meeting of ITU-T Focus Group on Application of Distributed Ledger Technology (FG DLT). |

1 The seventh and final meeting of the ITU-T Focus Group on Application of Distributed Ledger Technology (FG DLT) is scheduled to take place **from 29 July to 1 August 2019 in Geneva**, **Switzerland**.

2 The meeting will open at **09:30** on **29 July 2019** 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.

3 The meeting will be succeeded by a workshop on **2 August** **2019**, working title “**ITU Workshop on DLT scalability and interoperability**” at the same venue. See TSB Circular 157 at <https://itu.int/md/T17-TSB-CIR-0157/en> for details.

4 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://itu.int/net4/CRM/xreg/web/Registration.aspx?Event=C-00006124> as soon as possible, but no later than **22 July 2019**.

5 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).

6 When preparing input documents to the meeting, participants are invited to take into consideration the output documents of the most recent 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>.

The objectives of the final meeting were set as follows:

– Adopt all deliverables (D1.1, D2.1, D3.1 (with D3.2 as Appendix), D3.3, D4.1, Outlook, for submission to TSAG

– Finalize a separate report to TSAG with

– Key conclusions and recommendations from each of the deliverables (to be provided by working group champions), and

– Proposed way forward for DLT work in ITU-T, including suggestions on conversion of deliverables into ITU-T Study Group deliverables (e.g., Recommendation or Technical Paper).

The **deadline for final drafts of deliverables incl. key conclusions and recommendations** (to be submitted by WG Champions / Editors) was set for **19 July 2019**, in order to allow delegates to review and come with comments prepared for the final meeting.

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://itu.int/net4/CRM/xreg/web/Registration.aspx?Event=C-00006124> as soon as possible, but no later than **22 July 2019**.

Detailed instructions will be made available to registered participants.

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

**ANNEX A**

**Seventh meeting of FG DLT**

Geneva, Switzerland, 29 July - 1 August 2019

**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**”.