



General Secretariat (SG)

Geneva, 23 February 2012

Ref: **CL-78**
TSB/CB

- To Administrations of ITU Member States;
- To ITU Sector Members, Associates, Academia and relevant international, regional and national organizations

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Copy to:
The Permanent Mission of Canada,
Geneva

Subject: **ITU Symposium on ICTs, the Environment and Climate Change**
Montreal, Canada, 29-31 May 2012

Dear Sir/Madam,

1 ITU together with Industry Canada is organizing the *Seventh Symposium on ICTs, the Environment and Climate Change*, hosted by Prompt. The Symposium will be held from **29 to 31 May 2012 at the headquarters of [International Civil Aviation Organization \(ICAO\)](#), Montreal, Canada**. This is the seventh Symposium on climate change following successful events held between 2008 and 2011 in Kyoto, London, Quito, Seoul, Cairo and Accra.

The Symposium will open at 0930 hours on the first day. Participants' registration will begin at 0830 hours. Detailed information concerning the meeting room will be provided at the entrance of the meeting venue.

2 Discussions will be held in English. Interpretation will be provided in French.

3 The main purpose of the event is to move forward the agenda on using ICTs to monitor climate change, mitigate and adapt to its effects and, in this light, identify future requirements for ITU's related work – including standardization of ICT equipment and networks as well as development activities (see Resolution 73 of the 2008 World Telecommunication Standardization Assembly (WTSA-08), Resolution 66 of the 2010 World Telecommunication Development Conference (WTDC-10) and Resolution 182 of the 2010 Plenipotentiary Conference (PP-10)).

The Symposium in Montreal will focus on the issue of ICTs, the environment and climate change in the world and the needs for smart green ICT technologies. Topics to be discussed will include mitigation and adaptation to climate change, e-waste, disaster preparedness, cost-effective ICT technologies, methodologies for the environmental impact assessment of ICTs, challenges and opportunities in the transition to a green and resource efficient economy.

The Symposium will identify possible goals, commitments and modalities of ICT sector commitments to be developed in the process leading to the forthcoming ITU's World Telecommunication Standardization

assembly (WTSA) and the United Nations Conference on Sustainable Development (UNCSD 2012 or Rio+20), strengthening at the same time the collaboration between the ICT and environmental communities.

4 The Symposium will bring together leading specialists in the field, from top policy-makers to engineers, designers, planners, government officials, regulators, standards experts and others.

5 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 who wishes to contribute to the work. This includes individuals who are also members of international, regional and national organizations.

6 A preliminary draft programme is set out in **Annex 1**. The updated programme, presentations and relevant information will be made available on the ITU-T website at the following address: <http://www.itu.int/ITU-T/worksem/climatechange/201205/programme.html> and will be kept updated as necessary.

7 Useful logistics information including detailed information on the meeting venue, hotel accommodation, transportation, visa and health requirements is provided in **Annex 2** and will be made available at the ITU-T website: <http://www.itu.int/ITU-T/worksem/climatechange/201205/index.html>.

8 **Fellowships:** ITU-T will provide a limited number of full fellowships to **one participant per eligible country** and within the available budget. The participant must be duly authorized by the respective ITU Administrations from Least Developed Countries and from developing countries with per-capita income under US\$ 2,000. While the provision of fellowship is limited to only one participant per country, the number of delegates from a country is not limited provided the expenses of additional delegates are borne by the country. Participants requiring a fellowship are requested to complete the **Fellowship Request Form** in **Annex 3** and return it to the ITU by **e-mail: bdtfellowships@itu.int** or by fax to +41 22 730 5778 by **27 April 2012 at the latest**.

9 **Registration.** *Please note that participation in this event is not free of charge.*

a. For registrations **before 31 March 2012:**

- **50 CAD** for [Least Developed Countries](#), [Developing Countries](#) and Academic Institutions;
- **100 CAD** for all other participants.

b. For registrations **after 31 March 2012:**

- **100 CAD** for [Least Developed Countries](#), [Developing Countries](#) and Academic Institutions;
- **200 CAD** for all other participants.

Payment should be made via the on-line Pay-Pal system at: <http://www.ekoforms.com/index.php?doctype=quest&action=view&id=ID:4f33f87cc9519c962400000&accn=4d7113f8c9519ccd0200000>

To enable TSB to make the necessary arrangements concerning the organization of the workshop, I should be grateful if you would register via the on-line form at <http://www.itu.int/ITU-T/worksem/climatechange/201205/index.html>, as soon as possible, but **not later than 1 May 2012**. **Please note that pre-registration of participants to workshops is carried out exclusively online.**

10 We would remind you that citizens of some countries are required to obtain a visa in order to enter and spend any time in Canada. **The visa must be requested at least four (4) weeks before the date of beginning of the workshop** and obtained from the office (embassy or consulate)

representing Canada 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 need an invitation letter and/or a visa supporting letter to enter Canada are advised to get in touch with the contact person in Canada:

Mr Bruce Gracie

Tel: +1 613 990 4245

Fax: +1 613 998 4530

E-mail: Bruce.Gracie@ic.gc.ca

11 I look forward to your participation in the *Seventh Symposium on ICTs, the Environment and Climate Change* and to your views on ITU's future strategy in responding to the global challenge of climate change.

Yours faithfully,

Dr. Hamadoun I. Touré
Secretary-General

Annexes: 3

ANNEX 1

**7th ITU Symposium on ICTs, the Environment and Climate Change
(Montreal, Canada, 29-31 May 2012)**

DRAFT PROGRAMME

Tuesday, 29 May 2012	
08:30 - 09:30	Registration
09:30 - 10:30	Opening Ceremony
10:30 - 11:00	Coffee Break
11:00 - 12:30	Session 1 – Green ICT Opportunity
12:30 - 14:00	Lunch Break
14:00 - 17:30	Session 2 – World Café
19:00 - 22:00	Cocktail Event or Evening Event in Montreal

Wednesday, 30 May 2012	
09:00 - 10:30	Session 3 – ITU Methodologies for the Environmental Impact Assessment of the ICT Sector
10:30 - 11:00	Coffee Break
11:00 - 12:30	Session 4 – Greening ICT Infrastructures
12:30 - 14:00	Lunch Break
14:00 - 15:30	Session 5 – Greening Through ICT: Enabling Effects – Sustainable Cities
15:30 - 16:00	Coffee Break
16:00 - 17:30	Session 6 – Greening Through ICT: Enabling Effects - Smart Grids
19:00 - 22:00	Evening Event in Montreal

Thursday, 31 May 2012	
09:00 - 10:30	Session 7 – E-Waste
10:30 - 11:00	Coffee Break
11:00 - 12:30	Session 8 – Radiocommunications to Monitor the Climate
12:30 - 14:00	Lunch Break
14:00 - 15:00	Session 9 – How ICTs Can Help Countries to Adapt to the Effects of Climate Change
15:00 - 15:30	Coffee Break
15:30 - 17:00	Session 10 – Emergency Telecommunications for Public Protection
17:00 - 17:30	Wrap up, Call to Action and Close of the Symposium

ANNEX 2

PRACTICAL INFORMATION

1. VENUE

International Civil Aviation Organization (ICAO)

Address: 999 University Street, Montreal, Quebec H3C 5H7, Canada

Tel: +1 514 954 8219

Fax: +1 514 954 6077

Website: <http://www.icao.int>

2. HOTEL ACCOMMODATION

The list of the hotels recommended for all participants to stay during the meeting is given on the webpage of the event: <http://www.itu.int/ITU-T/worksem/climatechange/201205/index.html>

Participants are requested to **book** their hotel room by contacting **directly** the **hotel of their choice**.

3. TRANSPORTATION

Montreal's public local transport is served by a network of buses, subways, and commuter trains that extend across and off the island. The subway and bus system is operated by the Société de transport de Montréal (STM). The Metro (<http://www.stm.info/English/metro/a-mapmet.htm>) has 68 stations spread out along its four lines, while the bus network consists of 197 daytime and 20 night time service routes that provide a vast number of routes for the city of Montreal proper. It also provides adapted transport and wheelchair-accessible buses.

To check fare information: <http://www.stm.info/English/tarifcation/a-grilletarif.htm>

Taxi from airport to downtown will cost you a flat rate of \$38, tip not included.

4. VISA REQUIREMENTS

We would remind you that citizens of some countries are required to obtain a visa in order to enter and spend any time in Canada. **The visa must be requested at least four (4) weeks before the date of beginning of the workshop** and obtained from the office (embassy or consulate) representing Canada 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 need an invitation letter and/or a visa supporting letter for entering Canada are advised to get in touch with the contact person in Canada:

Mr Bruce Gracie

Tel: +1 613 990 4245

Fax: +1 613 998 4530

E-mail: Bruce.Gracie@ic.gc.ca

To find out more information, please visit Citizenship and Immigration Canada Web site: <http://www.cic.gc.ca/>.

Please note that there are new requirements for American citizens to visit Canada. For more information, please consult the U.S. Department of State Webpage: <http://www.state.gov/>.

5. PRACTICAL INFORMATION

✓ About the country

Canada is a North American country consisting of ten provinces and three territories. Located in the northern part of the continent, it extends from the Atlantic Ocean in the east to the Pacific Ocean in the west, and northward into the Arctic Ocean. Spanning over 9.9 million square kilometres, Canada is the world's second-largest country by total area, and its common border with the United States is the longest land border in the world.

Canada is a federal state that is governed as a parliamentary democracy and a constitutional monarchy with Queen Elizabeth II as its head of state. It is a bilingual nation with both English and French as official languages at the federal level. One of the world's most highly-developed countries, Canada has a diversified economy that is reliant upon its abundant natural resources and upon trade – particularly with the United States, with which Canada has had a long and complex relationship. It is a member of the G7, G8, G20, NATO, OECD, WTO, Commonwealth of Nations, Francophonie, OAS, APEC, and UN. With the sixth-highest Human Development Index globally, Canada has one of the highest standards of living in the world.

✓ Time zone

The time zone in Montreal is GMT – 04:00.

✓ Weather

The weather in Montréal varies from -8.9°C (16°F) to 22.3°C (72.1°F) depending on the season, so visitors are encouraged to check the forecast before packing.

Below are average monthly temperatures and some Web site links that provide basic weather information to help you plan your visit

Average temperature:

- May 14.5°C (58.1°F)

- June 19.3°C (66.7°F)

To find out the temperature in Montréal please visit the Meteorological Service of Canada : <http://www.ec.gc.ca/meteo-weather/default.asp?lang=En&n=FD98F96-1>

✓ Electricity

Canadian appliances operate on 110 volts (60 Hz), which is identical to the US voltage. A universal adaptor is required for overseas electrical devices.

Main wall sockets (or power outlets) and plugs for 110 volts are two parallel flat blades. If those sockets are different from the ones used in your country you will need a socket converter.

✓ Vaccination requirements

No special immunizations or vaccinations are required to visit Canada. If you're travelling with children, it's always a good idea to ensure they are up-to-date on routine childhood immunizations before international travel. Contact a qualified health professional in your area for more advice. For current travel health information, visit the Public Health Agency of Canada website: <http://www.phac-aspc.gc.ca/>

✓ Local host contact

Ms Genevieve Aubin

Tel: +1 514 875 0032, ext. 104

Email: gaubin@promptinc.org

ANNEX 3

	7th ITU Symposium on ICTs, the Environment and Climate Change (Montreal, Canada, 29-31 May 2012)	
Please return to:	Fellowships Service ITU/BDT Geneva (Switzerland)	E-mail : bdtfellowships@itu.int Tel: +41 22 730 5227 Fax: +41 22 730 5778
Request for a fellowship to be submitted before Friday, 27 April 2012		
Participation of women is encouraged		
<p>Registration Confirmation I.D. No:</p> <p>(Note: It is imperative for fellowship holders to pre-register via the on-line registration form at: http://www.itu.int/ITU-T/worksem/climatechange/201205/index.html)</p> <p>Country:</p> <p>Name of the Administration or Organization:</p> <p>Mr. / Ms.: (family name) (given name)</p> <p>Title:</p> <p>Address:</p> <p>.....</p> <p>Tel: Fax:</p> <p>E-Mail:</p> <p>PASSPORT INFORMATION:</p> <p>Date of birth: Nationality:</p> <p>Passport Number: Date of issue:</p> <p>In (place): Valid until (date):</p>		
<p>CONDITIONS</p> <ul style="list-style-type: none">1. One full fellowship per eligible country.2. A round trip airticket in economy class from country of origin to venue by the most direct and economical itinerary3. A daily subsistence allowance to cover accommodation, meals and misc. expenses4. It is imperative that fellows be present for the entire duration of their fellowship.		
<p>Signature of fellowship candidate: Date:</p> <p>TO VALIDATE FELLOWSHIP REQUEST, NAME AND SIGNATURE OF CERTIFYING OFFICIAL DESIGNATING PARTICIPANT MUST BE COMPLETED BELOW WITH OFFICIAL STAMP.</p>		
<p>Signature: Date:</p>		