

# INTERNATIONAL TELECOMMUNICATION UNION



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**Subject Training workshop: Software application of TAL cost models to estimate costs, tariffs and rates for telephone services in Caribbean countries  
Port of Spain, Trinidad & Tobago, 25-28 November 2003**

Dear Sir/Madam,

## **ITU Training Workshop**

At the request of a number of Caribbean Administrations, the BDT/ITU is organizing a training workshop on the software application of the TAL cost models, specifically designed to calculate costs, tariffs and rates for telephone services for Latin American and Caribbean countries. The workshop will be held over the period 25-28 November 2003 and is being organized in close collaboration with Telecommunication Services of Trinidad & Tobago (TSTT), and the Ministry of Public Administration and Information, Trinidad and Tobago. The attached Agenda at Annex A refers.

## **Objective**

The workshop will provide a unique opportunity for participants to undergo hands-on training with the use of computers in a laboratory setting to effect calculations including:

- Unit costs and tariffs for international calls originating on fixed and mobile networks;
- Unit costs and tariffs for voice telephony delivered over the local loop/access networks;
- Unit costs and tariffs of interconnect services on both fixed and mobile networks;
- Access deficit;
- Cost of universal service obligation;
- Licence Fees for Commercial Spectrum.

## **Captive Participation**

The training is highly specialized and is aimed at participants who work in the areas of tariffs and costs and who have formation in one or more of the following disciplines: Engineering, Accounting, Economics, Business Management, Mathematics, Computer Studies and Law.

It is expected that representatives from both telecommunication operators and regulatory authorities would familiarize themselves with the often complex mechanisms that are necessary in order to appropriately respond to the urgent need for a fair distribution of costs incurred in respect of services provided by an operator to its own customers and/or other national operators.

### **Invitation**

Your organization is cordially invited to be represented at this training workshop.

### **Venue**

The venue of the training workshop is the conference room at the Ambassador Hotel, Trinidad. A hotel reservation form and other relevant details about the hotel are given at Annex B. The completed reservation form should be sent directly to the hotel.

### **Registration**

A workshop registration form is attached at Annex C. When completed, this form should be sent to the ITU Caribbean office at the address indicated thereon. The number of available workstations is limited so early confirmation of attendance is encouraged.

### **Follow-up Information**

For further information or matters of clarity, please contact either Philip Cross or John Prince at the numbers for the ITU Caribbean Office given above.

We trust that the workshop will correspond to your needs.

Yours faithfully,

**[original signed by Mr Hamadoun I. Touré, Director]**

Hamadoun I. Touré  
**Director**

### **Attachments:**

- Annex A:           Agenda
- Annex B:           Hotel reservation form
- Annex C:           Registration form

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