

INTERNATIONAL TELECOMMUNICATION UNION



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To: ITU Member States and ITU-D Sector Members in the West Africa Region Fax:

Contact: Ms Margarida Evora Sagna
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Dakar, Senegal

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Subject **Workshop on numbering planning and convergence of numbering**

Dear Sir/Madame,

It is my pleasure to invite your Organisation to participate in the **Workshop on numbering planning and convergence of numbering**, to be held in Accra, Ghana, from 28 to 30 April 2010, and for which I have enclosed the provisional Agenda.

The objective of this workshop is to contribute to capacity building in the management of numbering plans and is intended essentially for ICT policy makers, regulatory bodies and operators from the West Africa region. Sessions will be conducted to promote dialogue and exchange of experiences among participants.

The workshop will be conducted by experts with in-depth knowledge of numbering planning and convergence, and participants are invited to present their country numbering plans during the workshop to enrich discussions and provide concrete examples of numbering plans from the region.

The workshop will offer simultaneous interpretation in French and English. In addition, transport between the airport, hotels and the workshop venue will be assured, as will entry visas to participants from non-ECOWAS countries.

Please complete the attached registration form and return it to the address indicated therein no later than 15 April 2010.

We look forward to your active participation.

Yours faithfully,

[original signed]

Sami Al Basheer Al Morshid
Director

Annexes: 2



Provisional Agenda

Wednesday

TIME	EVENT
08.00 – 09.00	Delegate registration
09.00 – 9.45	Opening Ceremony

Coffee break

Session 1 : 10.00 – 12.30	Introduction to ITU-T Products and Tools relating to Numbering: Res. 20, 47, 49, 60
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Lunch

Session 2: 14.00 – 15.15	Recommendations E. 164 – E. 169
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Coffee break

Session 3 : 15.30 – 16.30	Misuse of Numbering, Naming, Addressing and Identification resources
Session 4 : 16.30 – 17.30	Regulatory framework and management of the numbering plan

Thursday

Session 5 : 09.00 – 10.15	Business model and methods of billing numbers
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Coffee break

Session 6: 10.30 – 12.30	Introduction to Domain Name Systems
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Lunch

Session 7 14.00 – 15.00	Introduction to IP telephony
Session 8 : 15.00 - 16.00	Introduction to Number Portability

Coffee break

Friday

Session 9 : 09.00 – 10.15	The major challenges of numbering
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Coffee break



Session 10: 10.30 – 12.30	Development of best practices and guidelines in numbering issues
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Lunch

Session 11 : 14.00 – 15.00	Development of a Numbering Policy
Session 12 : 15.00 - 15.30	Course wrap-up and Evaluations

Coffee break

15.45 – 16.30	Concluding remarks
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	<p>Workshop on numbering planning and convergence of numbering</p> <p>Atelier sur les plans de numérotage et la convergence de ces plans</p> <p><i>Accra, Ghana 28 - 30 April 2010</i></p>	
<p>REGISTRATION FORM/FORMULAIRE D'INSCRIPTION</p>		

PARTICIPANT DETAILS / RENSEIGNEMENTS SUR LE PARTICIPANT :

Family name/Nom de famille: First name/Prénom:

Title or Designation/Titre ou Poste actuel:

Name of Organization/Nom de l'Organisation:

Years of service and professional experience/Années de service et expérience professionnelle:

Office address/Adresse de l'Organisation:

City/Ville:

Country/Pays:

Telephone number/Numéro de téléphone: Fax Number/Numéro de Fax :

E-mail/Adresse électronique:

DETAILS OF THE NOMINATING OFFICER/RENSEIGNEMENTS DU SUPERIEUR HIERARCHIQUE:

Name (in print)/Nom complet: Signature:

Official Title/Titre officiel Organization/Organisation:

Fax number/Numéro de Fax: Date:

PLEASE RETURN THIS FORM BEFORE 15 APRIL 2010 TO:

VEUILLEZ RETOURNER LE FORMULAIRE AVANT LE 15 AVRIL 2010 A:

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