



**Telecommunication
Development Bureau (BDT)**

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Geneva, 10 January 2019

ITU Member States
ITU-D Sector Members
ITU Members of Academia
ITU Centres of Excellence
from Europe and CIS Regions

Subject: Invitation to the 1st Meeting of the ITU Centres of Excellence (CoE) Steering Committees for Europe and CIS Regions, 7-8 February 2019, Warsaw, Poland

Dear Madam/Sir,

I am pleased to invite your organization to participate in the 1st Meeting of the ITU Centres of Excellence (CoE) Steering Committees for Europe and CIS Regions, which will take place from 7 to 8 February 2019 in Warsaw, Poland. The meeting is organized by the International Telecommunication Union and hosted by the Office of Electronic Communications (UKE) of the Republic of Poland.

This will be the first Steering Committee Meeting of the new CoE network cycle which starts in January 2019 and lasts until December 2022. The main objective of the Steering Committees is to govern and provide oversight to the CoE network functioning and operations. The meeting provides CoEs the opportunity to present and discuss their activities, exchange experience, learn from each other and strengthen collaboration.

A key outcome of the meeting is the agreed training catalogue for the CoE network in the region for the upcoming year. With the aim of creating synergies among the CoE networks in Europe and CIS region, the first meeting of the respective Steering Committees are held in conjunction.

According to the Governance structure outlined in the document "Operational Processes and Procedures for the CoE Network 2018" (available on the [ITU Academy](http://www.itu.int/itu-academy/) website), Steering Committees are composed of the Centers of Excellence, Member States hosting a CoE and ITU, who are expected to attend the meetings. Other participants from the broader ITU membership are welcome to attend as observers.

Further information on the meeting, including the draft programme, registration details and all other logistical information will be posted on

https://academy.itu.int/index.php?option=com_content&view=article&id=252&Itemid=674&lang=en

Although there is no participation fee charged for this meeting, participants are expected to meet their own costs of travel and accommodation.

I look forward to your participation in this important meeting.

Yours faithfully,

[Original signed]

Doreen Bogdan-Martin
Director