



**Telecommunication  
Development Bureau (BDT)**

Ref.: BDT/EUR/DM/124

Geneva, 25 October 2019

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

**Subject: Invitation to the 2<sup>nd</sup> Meeting of the ITU Centres of Excellence (CoE) Steering Committees for Europe and CIS Regions, 19-20 November 2019, Trieste, Italy**

Dear Sir/Madam,

I am pleased to invite your organization to participate in the 2<sup>nd</sup> Meeting of the ITU Centres of Excellence (CoE) Steering Committees for Europe and CIS Regions, which will take place from 19 to 20 November 2019 in Trieste, Italy. The meeting is organized by the International Telecommunication Union (ITU) and hosted by the Abdus Salam International Centre for Theoretical Physics (ICTP).

The main objective of the Steering Committees is to govern and provide oversight to the CoE network functioning and operations. The Steering Committees 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 2020. With the aim of continuing synergies among the CoE networks in Europe and CIS region, the second meeting of the respective Steering Committees are held in conjunction, as was the case for the first meeting.

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 Centres 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 details on the meeting, including the draft programme, registration details and all other logistical information will be posted at [http://www.itu.int/go/EUR\\_CoE\\_SC19](http://www.itu.int/go/EUR_CoE_SC19)

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