INTERNATIONAL TELECOMMUNICATION UNION

Telecommunication Development Bureau
Regional Office for Asia and the Pacific

18 December 2015

ITU Members, Regulators and Sector
Members in the Pacific Region and
Administration and Regulator of Cambodia

Subject: **Workshop on National Spectrum Management and Spectrum Management System for Developing Countries (SMS4DC), 08 – 12 February 2016, Suva – Fiji**

Dear Sir/Madam,

I am pleased to invite your organization to participate in the Training Workshop on **"National Spectrum Management and SMS4DC"**, organized by the International Telecommunication Union (ITU) and hosted by the Ministry of Justice and Communications, Fiji from 08 – 12 February 2016. The workshop is being organized with support from Ministry of Science, ICT and Future Planning (MSIP) – Republic of Korea.

The objective of this Training Workshop is to build human capacity and skills of participants who can effectively use the SMS4DC tool for efficient spectrum management in their respective countries. The program has been developed as part of the spectrum management theme and focuses on the practical aspects of using SMS4DC for national spectrum management, licensing, data-basing and technical spectrum planning.

The workshop is targeted towards technical staff from policy makers, regulators, spectrum managers and administrators and covers both theoretical and practical issues related to the latest version i.e. v5.0 of the SMS4DC (more details of features of v5.0 can be accessed at https://www.itu.int/pub/D-STG-SPEC). The draft program is attached (Annex A) for your information and further update will be available at http://www.itu.int/en/ITU-D/Regional-Presence/AsiaPacific/Pages/Events/2016/Feb-SMS4DC-Pacific/main.aspx. The participants may also use the opportunity to have face to face discussion with the experts on any specific issue being faced while using the software.

The workshop would be conducted in English and is offered free of charge. It may be noted however that the due to practical nature of this workshop, participants are required to bring their computing devices/laptops along-with the **dongle key for SMS4DC** *(for participants from administrations who are already the subscribers of SMS4DC).*

ITU is pleased to provide one partial fellowship (Daily Subsistence Allowance) for each eligible Pacific Island country and Cambodia, subject to availability of funds, with preference to those applicants who are already working on the SMS4DC tool and those would be able to contribute to the discussions of the workshop. Applicants requesting fellowships are required to submit their fellowship request forms duly signed by their respective Administrations by no later than **17th January 2016**. The fellowship request form is attached as Annex-B and can also be accessed at the above mentioned event webpage.

Mr. Aamir Riaz, Programme Officer of ITU Area Office for South East Asia, is at your disposal should you require any further information (aamir.riaz@itu.int).

I look forward to active participation from your organization in this important regional event.in the course.

Yours faithfully,

Ioane Koroivuki
Regional Director
ITU Regional Office for Asia and the Pacific

Enc.   Annexures: A, B