



**Telecommunication  
Development Bureau (BDT)**

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Geneva, 23 September 2011

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Participating countries of the ITU Centres of  
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**Subject:** Workshop on “**Management of Spectrum, Numbering and Internet Domains**” for Portuguese and Spanish speaking countries in Africa, Bissau, Guinea Bissau, 10-14 October 2011

Dear Sir/Madam,

On behalf of the International Telecommunication Union (ITU), I am pleased to invite you to participate in the workshop on “**Management of Spectrum, Numbering and Internet Domains**” for Portuguese and Spanish speaking countries in Africa, to be held in **Bissau, Guinea Bissau, from 10 to 14 October 2011**. The workshop will be hosted by the **Agência de Regulação Nacional, ARN**. The workshop is being conducted under the aegis of the ITU Centres of Excellence Network for Portuguese and Spanish speaking countries in Africa.

The workshop will be delivered in Portuguese.

The workshop will provide a comprehensive overview of current spectrum management practices and highlight new trends. It will also provide guidance on the development and implementation of national regulations for the valuation of spectrum. The workshop will draw from resource materials from ITU, in particular the various ITU-R recommendations pertaining to the management of spectrum, as well as from case studies and practices around the globe.

The following topics will be addressed:

- Spectrum Management principles
- Activities and role of the ITU
- Frequency allocations and licensing
- Spectrum redeployment
- Spectrum pricing
- Economic aspects of Spectrum Management
- Preparation and construction of the national numbering plan
- Principles, criteria and rules on numbering
- Planning of the national numbering plan and new codes

The workshop will also provide practical framework for planning, managing and controlling issues related to numbering and internet domains.

This workshop will target managers and other professionals from regulatory bodies, policy makers and operators from Portuguese and Spanish speaking countries in Africa, dealing with radio frequency spectrum management, numbering and internet domain management.

In order to benefit from each other's experience, participants are invited to prepare and present case studies during the workshop.

We invite you to participate in this workshop. In this respect, please complete the attached Registration form (Annex 1) and return it to the Project Coordinator (see contact details above) by **30 September 2011** at the latest.

A partial fellowship, covering only the daily subsistence allowance in Bissau, will be granted to one participant of each eligible country at the request of the administrations. However, countries are free to send more than one participant for this workshop, as long as they meet the cost of travel, accommodation and related expenses in Bissau.

If interested, please complete the attached Fellowship application form (Annex 2) and return it to **[bdtfellowships@itu.int](mailto:bdtfellowships@itu.int)**, as indicated in the form, **no later than 30 September 2011**.

Additional information on this workshop, including the programme of the workshop as well as useful information for participants can be found on the ITU Academy Portal at <http://academy.itu.int/index.php/events>.

Yours faithfully,

[Original signed]

Brahima Sanou  
Director

Annexes: 2

## ITU Centres of Excellence

## Workshop on “Management of Spectrum, Numbering and Internet Domains” for Portuguese and Spanish speaking countries in Africa



Bissau, Guinea-Bissau  
10 to 14 October 2011

### Registration Form

Please use **CAPITAL** letters.

Family Name:.....		
Given Name:.....		
Title/Function:.....		
Name of Organisation/Company:.....		
.....		
Office Address:.....		
.....		
Town:.....		Country:.....
Telephone Number(s):.....		
.....		
Fax Number(s):.....		
E-mail:.....		
Arrival: Date:.....	Time .....	Flight No. ....
Departure: Date:.....	Time .....	Flight No. ....

Please fax or email this form duly completed by **30 September 2011** to the following persons:

<p>Mr. Suleimane Mané Jurista Vogal do Conselho de Administração Agência Reguladora Nacional ARN Bissau Guiné-Bissau Tel: +245 688 5512 Fax: +245 320 4876 Email: <a href="mailto:suleimane-maneotmail.com">suleimane-maneotmail.com</a></p>	<p>Ms Ermelinda Mondlane Project Coordinator Instituto de Formação das Telecomunicações Maputo Mozambique Tel: +258 21 497 133 Fax: +258 21 490 079 Email : <a href="mailto:Ermelinda.Mondlane@itu.int">Ermelinda.Mondlane@itu.int</a></p>
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## ITU Centres of Excellence

Workshop on "Management of Spectrum, Numbering and  
Internet Domains" for Portuguese and Spanish speaking  
countries in Africa



Bissau, Guinea-Bissau  
10 to 14 October 2011

Please return to: Administration Division (ADM) E-mail : bdtfellowships@itu.int  
ITU/BDT Tel: +41 22 730 5487 / 5095  
Geneva (Switzerland) Fax: +41 22 730 5778

Request for a fellowship to be submitted before 30 September 2011

Participation of women is encouraged

Country: \_\_\_\_\_

Name of the Administration or Organization: \_\_\_\_\_

Mr. / Ms. \_\_\_\_\_

(family name)

(given name)

Title: \_\_\_\_\_

Address: \_\_\_\_\_  
\_\_\_\_\_

Tel.: \_\_\_\_\_ Fax: \_\_\_\_\_

E-mail: \_\_\_\_\_

**PASSPORT INFORMATION:**

Date of birth: \_\_\_\_\_

Nationality: \_\_\_\_\_ Passport number: \_\_\_\_\_

Date of issue: \_\_\_\_\_ In (place): \_\_\_\_\_ Valid until (date): \_\_\_\_\_

**CONDITIONS**

1. One partial fellowship per eligible country (covering only daily subsistence allowance in Bissau).
2. Priority will be given to those presenting a paper.
3. Imperative that fellows be present from the first day and participate during the entire duration of the workshop.

Signature of fellowship candidate: \_\_\_\_\_ Date: \_\_\_\_\_

TO VALIDATE FELLOWSHIP REQUEST, NAME AND SIGNATURE OF CERTIFYING OFFICIAL  
DESIGNATING PARTICIPANT MUST BE COMPLETED BELOW WITH OFFICIAL STAMP.

Signature: \_\_\_\_\_ Date: \_\_\_\_\_