

# INTERNATIONAL TELECOMMUNICATION UNION



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**Subject: Training workshop on the software for the calculation of costs, tariffs and rates for telephone services (COSITU)  
5-8 October 2004, Jakarta, Indonesia**

Dear Sir/Madam,

At the kind invitation of the Directorate General of Post and Telecommunication of Indonesia, the Telecommunication Development Bureau (BDT) of the International Telecommunication Union (ITU) is organizing a training workshop for Asia Pacific countries, on the use of the ITU cost model (COSITU) for the calculation of costs, tariffs and rates for telephone services. The workshop will be held in **Jakarta, Indonesia, from 5 to 8 October 2004.**

The workshop will, with the use of COSITU, provide a unique opportunity for both telecommunication network operators and regulatory authorities to familiarize themselves with the often complex mechanisms required to appropriately respond to the need for a fair distribution of costs incurred in respect of services provided by an operator to its own customers, or to national and international operators.

You are cordially invited to participate in this training workshop, the draft Agenda of which is attached for your information.

You are kindly requested to complete the attached Registration Form and return it by fax to our Regional Office in Jakarta (fax: +62 21 389 05521) no later than **21 September 2004**. An Information Bulletin containing all relevant details regarding hotels, logistics, visas, etc. will be sent to you in the near future.

This workshop will be conducted in English. For practical reasons relating to logistics, the number of participants will be limited to three per country. The choice of participating entities is left to each Member State concerned.

Please note that requests for registration will be accepted in the order in which they are received with the aim of including as many participating countries as possible.

**Although there is no participation fee for this workshop, please be informed that all expenses concerning travel, accommodation and insurance of your experts should be covered by the participating entity.**

Should you have any questions or need any clarifications please do not hesitate to contact us.

For more information about COSITU, please consult the website:

<http://www.itu.int/ITU-D/finance/COSITU/>.

We trust that the workshop will correspond to your needs.

Yours faithfully,

**[Original signed by Mr P.G. Touré on behalf of Mr Hamadoun I. Touré, Director]**

Hamadoun I. Touré  
Director

Attachments:      Draft Agenda  
                         Registration form