



**Telecommunication  
Development Bureau (BDT)**

Ref.: BDT/EUR/DM-125

Geneva, 3 February 2016

Communication Administrations, Regulators,  
Regional organizations, ITU Sector Members  
from Europe and CIS

**Subject: Regional Workshop on Spectrum Management and Transition to Digital Terrestrial  
Television Broadcasting for Europe and CIS, Bucharest, Romania, 21-23 March 2016**

Dear Sir/Madam,

I am pleased to inform you that the International Telecommunication Union (ITU), in collaboration with the Ministry of Communications and Information Society of Romania and the National Authority for Management and Regulation in Communications of Romania (ANCOM) is organizing a Regional Workshop for Europe and CIS on "Spectrum Management and Transition to Digital Terrestrial Television Broadcasting" to be held from 21 to 23 March 2016 in Bucharest, Romania.

This Workshop is organized in the context of the European Regional Initiative approved by WTDC-14 on Spectrum Management and Transition to Digital Broadcasting that seeks to provide a basis for the exchange of best practices encountered on the path of digital terrestrial television broadcasting transition, and works towards the way to maximize the economic and social benefits of the digital dividend. It will also consider how to develop further a unified approach in order to enhance the advantages that it will bring to the Europe and CIS regions and how to enhance spectrum management tools and structures. The Workshop will discuss, in particular:

- Digital terrestrial television transition;
- National legislation/regulation related to transition;
- Post transition activities;
- Utilization of the digital dividend;
- Spectrum management structure and tools;
- Outcomes of WRC-15.

Please note that the meeting will be paperless. Documents related to the event, including the agenda, registration form, hotel reservation and practical information for participants soon will be posted on the ITU website at [http://www.itu.int/en/ITU-D/Regional-Presence/Europe/Pages/Events/2016/SpectrumManagement/Spectrum\\_Management.aspx](http://www.itu.int/en/ITU-D/Regional-Presence/Europe/Pages/Events/2016/SpectrumManagement/Spectrum_Management.aspx)

Participants are invited to download and print the documents needed for the event. The Workshop will be conducted in English with simultaneous interpretation into Russian. It is however, recommended that participants have an appropriate knowledge of English.

Although there is no participation fee for this meeting, please note that all expenses concerning travel, accommodation and insurance of experts should be covered by your Administration / Organization / Company.

Participants are requested to complete the registration form and send it by email: to [eurregion@itu.int](mailto:eurregion@itu.int) by **14 March 2016** at the latest.

Participants requiring an entry visa to Romania should contact their nearest Embassy or Consulate of Romania well in advance. Information on visa requirements can be found in the practical information for participants.

Ms Mihaela Tanos (email: [mihaela.tanos@ancom.org.ro](mailto:mihaela.tanos@ancom.org.ro), phone: +40 37 2845 443) is at your disposal should you have any questions or need clarifications concerning the logistics of the afore-mentioned Workshop hosted by ANCOM. For any other questions concerning this Workshop Mr Jaroslaw Ponder, Coordinator for Europe Region (telephone: +41 22 730 60 65, e-mail: [eurregion@itu.int](mailto:eurregion@itu.int)) remains at your disposal.

I look forward to active participation from your Administration / Organization / Company.

Yours faithfully,

[Original signed]

Brahima Sanou  
Director

Annex 1: Provisional Agenda

## Annex 1

# Regional Seminar for Europe and CIS on Spectrum Management and Transition to Digital Terrestrial Television Broadcasting 21-23 March 2016

Bucharest, Romania

## PROVISIONAL AGENDA

### Monday, 21 March 2016

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9:00 – 10:00	Registration
10:00 – 10:30	Welcome Addresses <ul style="list-style-type: none"><li>• Ministry of Communications and Information Society, Romania</li><li>• National Authority for Management and Regulation in Communications (ANCOM), Romania</li><li>• Telecommunications Development Bureau, International Telecommunication Union</li></ul>
10:30 – 11:00	Group Photo and Coffee Break
11:00 – 12:30	Session 1: European Regional Initiative and actions in CIS region <ul style="list-style-type: none"><li>• Update on the outcomes of WRC-15</li><li>• Update on the outcomes of meetings on Q8/1 &amp; Resolution 9 and workshop on analogue to digital transition</li><li>• Update on the outcomes of the ITU Regional Workshop for CIS on Experience in the Implementation and Operation of Digital TV Broadcasting in the CIS</li></ul>
12:30 – 14:00	Lunch Break
14:00 – 15:20	Session 2: Digital terrestrial television transition – national experiences with the transition and the legislation/regulation of the countries related to transition <ul style="list-style-type: none"><li>• Country Experiences</li></ul>
15:20 – 15:40	Coffee Break
15:40 – 17:00	Session 3: Digital terrestrial television transition – national experiences with the transition and the legislation/regulation of the countries related to transition – cont'd <ul style="list-style-type: none"><li>• Country Experiences - cont'd</li></ul>

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## Tuesday, 22 March 2016

9:30 – 10:50	<b>Session 4: Digital terrestrial television transition – national experiences with the transition and the legislation/regulation of the countries related to transition – cont'd</b> <ul style="list-style-type: none"><li>• Country Experiences - cont'd</li><li>• Open Discussion</li></ul>
10:50 – 11:10	Coffee Break
11:10 – 12:30	<b>Session 5: Utilization of the Digital dividend</b> <ul style="list-style-type: none"><li>• Country Experiences (planned services, implementation)</li><li>• Open Discussion</li></ul>
12:30 – 14:00	Lunch Break
14:00 – 15:20	<b>Session 6: Spectrum management</b> <ul style="list-style-type: none"><li>• Country Experiences (Structure, Spectrum management tools, Cross-border frequency coordination, spectrum fee, auctions, monitoring, etc.)</li></ul>
15:20 – 15:40	Coffee Break
16:40 – 17:00	<b>Session 7: Spectrum management</b> <ul style="list-style-type: none"><li>• Country Experiences - cont'd</li><li>• Open Discussion</li></ul>

## Wednesday, 23 March 2016

9:30 – 10:50	<b>Session 8: Presentations</b> <ul style="list-style-type: none"><li>• BDT activities in field of Spectrum Management</li><li>• SM tools (country demonstration if any)</li></ul>
10:50 – 11:10	Coffee Break
11:10 – 12:00	<b>Additional proposals and conclusions</b> <ul style="list-style-type: none"><li>• Needs of countries for ITU assistance<ul style="list-style-type: none"><li>○ Participating countries</li></ul></li><li>• Closing Remarks<ul style="list-style-type: none"><li>○ ITU</li><li>○ ANCOM</li></ul></li></ul>
12:00 – 14:00	Lunch