



**Telecommunication
Development Bureau (BDT)**

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Geneva, 4 July 2016

Administrations of ITU Member States,
Regulators, ITU-D Sector Members and
Academia Members in Europe

Subject: **ITU Centres of Excellence face-to-face training on “CE Mark for Telecommunication: Achieving Compliance from the Directives to the Test Lab”, Lisbon, Portugal, 3-5 October 2016**

Dear Sir/Madam,

I am pleased to invite your organization to participate in the face-to-face training on **“CE Mark for Telecommunication: Achieving Compliance from the Directives to the Test Lab”** to be held in **Lisbon, Portugal** from **3 to 5 October 2016**. This training is organized jointly by the International Telecommunication Union (ITU) and the Instituto de Soldadura e Qualidade (Institute for Technology and Quality) as part of the e-Waste Conformance and Interoperability programme under the auspices of the ITU Centres of Excellence for Europe. The training will be delivered in English.

The training will aim to introduce participants to the legal requirements contained in the relevant European Conformity (EC) Directives which need to be fulfilled in order to deliver a product within the EC (CE mark) to market. Also, this course will present the New Approach Directives pertinent to ICTs, such as Electromagnetic Compatibility (EMC), Radio and Telecommunications Terminal Equipment (RTTE) and Low Voltage Directives (LVD), which will offer an in-depth understanding of the essential requirements, as well as the selection of standards available and test methods required in order to achieve conformity with all the applicable standards.

The training is targeted at professionals who need to market a product within the EC/CE mark and to select standards as well as to test required methods in order to achieve conformity with all the applicable standards.

Detailed information on this training is described in the training outline which can be downloaded from the ITU Academy Portal at the following link <http://academy.itu.int/>. Registration for the training should be done online at the aforementioned link no later than 20 September 2016.

Additional information, such as an information note for participants and a list of recommended hotels, is available at the ITU Academy Portal.

Mr Jaroslaw Ponder, ITU Coordinator for the CoE-EUR (eurregion@itu.int) is at your full disposal should you require any further information.

I look forward to your active participation and invaluable contribution.

Yours faithfully,

[Original signed

Brahima Sanou
Director