



**Telecommunication  
Development Bureau (BDT)**

Ref.: BDT/EUR/DM/202

Geneva, 15 August 2016

To:

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 “E-Waste Management: From Waste to Resource”, Lisbon, Portugal, 16-18 November 2016**

Dear Sir/Madam,

I am pleased to invite your organization to participate in the face-to-face training on **“E-Waste Management: From Waste to Resource”** to be held in **Lisbon, Portugal** from **16 to 18 November 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 enlighten the state of the art in technology, organizational and legal developments and practices and financial burdens and benefits of handling e-waste. It intends to provide an overview of proper management of e - waste, as per the best practices as well as insight of regulatory requirements.

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 14 November 2016.

The training is targeted at professionals at the management and decision-making level, related to waste handling and engineers and planners dealing with promoting, designing, operating or managing e-waste systems.

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](mailto: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