



**Telecommunication
Development Bureau (BDT)**

Ref.: BDT/EUR/DM/290

Geneva, 1 November 2017

Administrations of ITU Member States,
Regulators, ITU-D Sector Members and
Academia 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, 22-24 November 2017

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 22 to 24 November 2017. 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 Conformance and Interoperability programme under the auspices of the ITU Centres of Excellence for Europe. The training will be delivered in English.

Participants will be apprised of the legal requirements contained in the EC Directives that need to be fulfilled in order to market a product within the EC (CE mark) together with a deeper understanding of the essential requirements, the selection of standards and test methods required in order to achieve conformity with all the applicable standards. This training is targeted at professionals who need to market a product within the EC and need to select standards and test methods required in order to achieve conformity.

For more information on the course, kindly consult 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 17 November 2017. Payment details are specified in the training outline. Details on the venue, visa formalities and accommodation are included in the information note for participants available on the ITU Academy Portal.

Mr Jaroslaw Ponder, Head of the ITU Office for Europe (eurregion@itu.int), is at your disposal should you require any further information.

I look forward to your active participation in this important capacity building exercise for the Europe region.

Yours faithfully,

[Original signed]

Brahima Sanou
Director