



**Telecommunication
Development Bureau (BDT)**

Ref.: BDT/PKM/HCB/DM/002

Geneva, 14 December 2017

To all Members of GCBI

**Subject: 6th Meeting of the Group on Capacity Building Initiatives (GCBI)
Geneva, Switzerland, 27-28 February 2018**

Dear Sir/Madam,

I am pleased to invite you to the sixth meeting of the Group on Capacity Building Initiatives (GCBI) to be held at ITU Headquarters in Geneva, Switzerland, from **27-28 February 2018**. The dates have been coordinated with the GCBI Chairman, Mr Santiago Reyes Borda.

The meeting will review the strategic capacity building developments that have taken place since the last meeting of the group, held on 8-9 February 2017 in Geneva, Switzerland. Of particular importance, the meeting will discuss the capacity building-related outcomes of the World Telecommunication Development Conference (WTDC-17) and provide guidance on the implementation of the recommendations. It will also discuss the review of the Centres of Excellence programme in view of the next four-year cycle, and provide input to the preparations of Global ICT Capacity Building Symposium (CBS) 2018. The meeting will form the basis for the Group's input and report to the 23rd Telecommunications Development Advisory Group (TDAG).

More information on the meeting, including the draft agenda and logistical information will be available on the GCBI website at <http://academy.itu.int/>.

I am pleased to inform you that ITU will cover the cost of your air ticket and daily subsistence for the trip to Geneva. Coordination for this meeting, including travel logistics, will be done through the Human Capacity Building Division, and Ms Susan Teltscher on susan.teltscher@itu.int is at your disposal for any information you may require.

I would be grateful if you could confirm your participation in this meeting by completing the attached Registration Form (Annex 1) and returning it **by 12 January 2018**, at the latest.

I look forward to your participation in this meeting.

Yours faithfully,

[Original signed]

Brahima Sanou
Director

Annex 1: Registration Form

Annex 1



**6th Meeting of the
Group on Capacity Building Initiatives (GCBI)**

**Geneva, Switzerland
27-28 February 2018**

Registration Form

Please use **CAPITAL** letters.

Family Name:			Given Name:		
Title/Function:					
Name of Organisation/Company:					
.....					
Office Address:					
.....					
Town:			Country:		
Telephone Number(s):					
Fax Number(s):					
E-mail:					
Arrival:	Date:	Time:	Flight No.:	
Departure:	Date:	Time:	Flight No.:	

Please fax or e-mail this form duly completed by **12 January 2018** to the following person:

ITU Ms Sylvie Raposo Administrative Assistant Human Capacity Building Division BDT/PKM/HCB Geneva-Switzerland e-mail : sylvie.raposo@itu.int Phone : +41 22 730 6315 Fax : +41 22 730 5484	
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