



**Telecommunication  
Development Bureau (BDT)**

Ref.: BDT/IEE/TND/DM/041

Geneva, 26 July 2018

To:  
Communication Administrations, Regulators,  
Regional telecommunication organizations, ITU  
Sector Members, Associates and Academia  
from CIS and Europe

**Subject: Regional Workshop “Broadband Development based on 4G and 5G Technologies”, 17-18 September 2018, Almaty, Republic of Kazakhstan**

Dear Sir/Madam,

On behalf of the International Telecommunication Union (ITU), I am pleased to invite you to the **Regional Workshop “Broadband Development based on 4G and 5G Technologies”** to be held **from 17 to 18 September 2018** in Almaty, Republic of Kazakhstan.

The Workshop is organized by the Telecommunication Development Bureau of the ITU and is being supported by the Ministry of Information and Communication of the Republic of Kazakhstan. The Workshop will consider the following issues:

- Legislative and regulatory environment required to enable implementation and development of 4G/5G networks and innovative services
- Digital switchover: progress, challenges and future of digital broadcasting
- Spectrum conversion for IoT
- Cross-border frequency coordination

All materials will be available on the ITU website: [https://www.itu.int/en/ITU-D/Regional-Presence/CIS/Pages/EVENTS/2018/09\\_Almaly/09\\_Almaly.aspx](https://www.itu.int/en/ITU-D/Regional-Presence/CIS/Pages/EVENTS/2018/09_Almaly/09_Almaly.aspx).

The Workshop will be followed by the **2nd Annual CIS and Central and South-Eastern European Spectrum Management Conference**, to be held **from 19 to 20 September 2018** at the same venue. The Conference is jointly organized by the ITU and Forum Global and supported by the Ministry of Information and Communication of the Republic of Kazakhstan. More detailed information of this Conference is available at: [https://eu-ems.com/agenda.asp?event\\_id=4372&page\\_id=9632](https://eu-ems.com/agenda.asp?event_id=4372&page_id=9632)

Both events are addressed to representatives of ministries, regulators, telecommunications operators, equipment manufacturers and software developers, scientific and project institutes, and other stakeholders of the ITU Member States, Sector Members and Academia.

The draft agenda of the Workshop is attached hereto (Annex 1).

The events will be conducted in Russian and English with simultaneous interpretation.

There is no participation fee for the events. However, all expenses related to the travel, accommodation and insurance of participants should be covered by your Administration/Organization.

Registration for the Workshop and the Conference would strictly be online at: [https://eu-ems.com/register.asp?event\\_id=4372](https://eu-ems.com/register.asp?event_id=4372)

To encourage the participation of developing countries and subject to the availability of funds, the ITU will grant one full or two partial fellowships per country of the region. An application for a fellowship must be authorized by the relevant Administration. Those intending to apply for a fellowship are required to complete the Fellowship Form (Annex 3) and send it to the ITU Fellowships Service by email: [fellowships@itu.int](mailto:fellowships@itu.int) or by fax: +41 22 730 57 78 **no later than 20 August 2018**.

Should you have any questions or need clarifications concerning the venue, accommodation etc., regarding the Workshop and the Conference, **Ms Zulfia Khudaybergenova**, Director, Department of Communications, Ministry of Information and Communication of the Republic of Kazakhstan (email: [z.khudaybergenova@mic.gov.kz](mailto:z.khudaybergenova@mic.gov.kz); tel.: +7 7172 74 03 16) is at the disposal of participants who may require assistance. For any other questions concerning the Workshop and the Conference, **Mr Farid Nakhli**, Programme Officer, ITU Regional Office for CIS (email: [farid.nakhli@itu.int](mailto:farid.nakhli@itu.int) ; phone: +7 495 926 60 70) is also at participants' disposal.

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

Yours faithfully,

[Original signed]

Brahima Sanou  
Director

**Annexes:**

1. Workshop Draft Agenda
2. Practical Information
3. Fellowship Request Form
4. Visa Support Form



**ITU Regional Workshop**  
**“Broadband Development based on 4G and 5G Technologies”**  
 Almaty, Republic of Kazakhstan, 17-18 September 2018

**DRAFT AGENDA**

**17 September 2018, Monday**

<b>09:00-09:30</b>	<b>Participants registration</b>
<b>09:30-10:00</b>	Opening remarks: <ul style="list-style-type: none"> <li>• Ministry of Information and Communication of the Republic of Kazakhstan</li> <li>• International Telecommunication Union (ITU)</li> </ul>
<b>10:00-11:00</b>	<b>Session 1: Legislative and regulatory environment required to enable implementation and development of 4G/5G networks and innovative services</b>
<b>11:00-11:30</b>	<b>Coffee break. Group photo</b>
<b>11:30-12:30</b>	<b>Session 1 (continued)</b>
<b>12:30-14:00</b>	<b>Lunch break</b>
<b>14:00-15:30</b>	<b>Session 2: Digital switchover: progress, challenges and future of digital broadcasting</b>
<b>15:30-16:00</b>	<b>Coffee break</b>
<b>16:00-17:00</b>	<b>Session 2 (continued)</b>

**18 September 2018, Tuesday**

<b>09:30-11:00</b>	<b>Session 3: Spectrum conversion for IoT</b>
<b>11:00-11:30</b>	<b>Coffee break</b>
<b>11:30-12:30</b>	<b>Session 3 (continued)</b>
<b>12:30-14:00</b>	<b>Lunch break</b>
<b>14:00-15:30</b>	<b>Session 4: Cross-border frequency coordination</b>
<b>15:30-16:00</b>	<b>Coffee break</b>
<b>16:00-17:00</b>	<b>Session 4 (continued)</b>
<b>17:00-17:30</b>	<b>Wrap up. Closing</b>



**Regional Workshop**  
**Broadband Development based on 4G and 5G Technologies**  
**and**  
**2nd Annual CIS and Central and South-Eastern European**  
**Spectrum Management Conference**



Almaty, Republic of Kazakhstan, 17-20 September 2018

## PRACTICAL INFORMATION FOR PARTICIPANTS

### 1. Event venue

#### Kazakhstan Hotel

Address:

52/2, Dostyk Avenue

Almaty 050010

Republic of Kazakhstan

Telephone: +7 (727) 291 96 00; +7 (727) 291 91 01

Email: [reservation1@kazakhstanhotel.kz](mailto:reservation1@kazakhstanhotel.kz)

<http://www.kazakhstanhotel.kz/>

### 2. Registration

Registration will start **on Monday, 17 September 2018, at 9:00 a.m.**, in the event venue.

### 3. Languages

The Workshop will be conducted in Russian and English with simultaneous interpretation.

### 4. Recommended hotels

#### Kazakhstan Hotel (event venue)

Address:

52/2, Dostyk Avenue

Almaty 050010

Republic of Kazakhstan

Telephone: +7 (727) 291 96 00; +7 (727) 291 91 01

Email: [reservation1@kazakhstanhotel.kz](mailto:reservation1@kazakhstanhotel.kz)

<http://www.kazakhstanhotel.kz/>

Room category	Published rate (breakfast included)	Special rate (breakfast included)
<b>Standard Room</b> (single)	24,000 KZT	15,000 KZT = 44.11 USD
<b>Standard Room</b> (double)	29,000 KZT	20,000 KZT = 57.80 USD
<b>Superior Room</b> (single)	30,000 KZT	20,000 KZT = 57.80 USD
<b>Superior Room</b> (double)	35,000 KZT	25,000 KZT = 72.25 USD
<b>Junior Suite</b> (single)	35,000 KZT	25,000 KZT = 72.25 USD
<b>Junior Suite</b> (double)	40,000 KZT	30,000 KZT = 86.70 USD

<b>Queen Suite</b> (single)	45,000 KZT	35,000 KZT = 101.56 USD
<b>Queen Suite</b> (double)	45,000 KZT	35,000 KZT = 101.56 USD
<b>King Suite</b> (single stay/double stay)	60,000 KZT	57,000 KZT = 164.74 USD

The room cost includes breakfast (buffet), Internet access, as well as VAT and other taxes foreseen in the legislation of the Republic of Kazakhstan.

Check in time – 14:00; check out time – 12:00.

When checking out after 14:00 but before 18:00, the hotel charges a fee in the amount of half of a room rate per night. When checking out after 18:00, the hotel charges a fee in the amount of a room rate per night.

An early arrival is to be paid additionally.

In case of the booking cancellation, change of the arrival date less than 24 hours before the planned arrival date or nonappearance of the guest, a fee in the amount of the room rate per night is charged by the hotel. The guest's account is debited accordingly or the amount is detailed from the advance deposit.

A number of hotels are located near to the event venue: The Dostyk Hotel, City Hotel Tien Shan, Worldhotel Saltanat Almaty (which do not offer any special rate to event participants).

#### The Dostyk Hotel

36, Kurmangazy Str., Almaty, Kazakhstan

Telephone: +7727 3333000

Email: [info@dostyk.kz](mailto:info@dostyk.kz)

<http://www.dostyk.kz>

Single standard room cost USD 130.

#### City Hotel Tien Shan

151/34, Kunayev Str., Almaty

Telephone: (+7727) 393 05 77

Email: [sales@ts-hotels.kz](mailto:sales@ts-hotels.kz)

[www.otel-tien-shan.kz](http://www.otel-tien-shan.kz)

Single room cost is USD 66.50.

#### Worldhotel Saltanat Almaty

164, Furmanov Str., Almaty

Telephone: (+7727) 259 09 35

Email: [reservations@worldhotelsaltanat.kz](mailto:reservations@worldhotelsaltanat.kz)

[www.worldhotelsaltanat.kz](http://www.worldhotelsaltanat.kz)

Single room cost is USD 89.60.

Payments are done in national currency.

## 5. Transport

The host will provide arrival/departure transfer. To request transfer, participants are invited to provide information on their arrival/departure date and time, as well as flight numbers to Mr. Almaz Duysenov (email: [al.dyusenov@mic.gov.kz](mailto:al.dyusenov@mic.gov.kz)).

Also, arrival/departure transfer can be ordered from the Kazakhstan Hotel. The transfer cost (the cost of one vehicle) is 5,000 KZT (or approximately 14.45 USD). To order a transfer from Kazakhstan Hotel, participants are kindly requested to send an email to: [sales2@kazakhstanhotel.kz](mailto:sales2@kazakhstanhotel.kz) indicating second and first name, arrival date and time, and flight number.

## 6. Contacts

<p><b><u>ITU Regional Office, Moscow</u></b>  <i>Mr. Farid Nakhli</i>  Programme Officer  Telephone: +7 495 926 60 70  Fax : +7 495 926 60 73  Email: <a href="mailto:farid.nakhli@itu.int">farid.nakhli@itu.int</a></p>	<p><b><u>Ministry of Information and Communications of the Republic of Kazakhstan</u></b>  <i>Ms. Zulfia Khudaybergenova</i>  Deputy Chair, Telecommunications Committee  Telephone: +7 7172 74 03 16  Email: <a href="mailto:z.khudaybergenova@mic.gov.kz">z.khudaybergenova@mic.gov.kz</a></p> <p><i>Ms. Gulnara Bukeeva</i>  Deputy Director, Department of State Communication Policy  Telephone: +7 7172 74 01 43; +7 777 877 21 00  Email: <a href="mailto:g.bukeeva@mic.gov.kz">g.bukeeva@mic.gov.kz</a></p> <p><i>Mr. Almaz Duysenov</i>  Expert, Radio Frequency Spectrum Management and International Coordination Department  Telephone: +7 717 2 74 07 94; +7 777 312 75 52  Email: <a href="mailto:al.dyusenov@mic.gov.kz">al.dyusenov@mic.gov.kz</a></p>
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## 8. Currency

National currency unit in the Republic of Kazakhstan is Kazakhstan tenge (KZT). Credit cards are accepted in banks, huge hotels, some tourist agencies, and shops. Information of the exchange rate can be provided by banks or currency exchange offices. All payments are effected in the national currency. There are currency exchange offices in all cities.

As of 23 July 2018, KZT exchange rate was as following:

1 USD = 345,54 KZT

1 EUR = 404,59 KZT

Information on current exchange rate of Kazakhstan tenge against other currencies is available at the web site of the National Bank of the Republic of Kazakhstan: <http://www.nationalbank.kz> .

Banks are open from 09:00 to 18:00 from Monday to Friday. Currency exchange is carried out by all banks and exchange offices. Credit cards are accepted in all banks, large hotels, some touristic agencies and shops.

## 9. Climate

The climate of Almaty is continental, with hot summers and cold winters, which is characterized by the influence of mountain-valley circulation. This is especially evident in the northern part of the city, located directly in the transition zone of the mountain slopes to the plains. Average daily air temperature in September is equal to +19°C, average night temperature is +10°C.

## 10. Time

Time in the Republic of Kazakhstan is 6 hours ahead of Greenwich Mean Time (GMT+6).

## 11. Electricity

The standard supply is 220 V, 50 Hz.

## 12. Communication means

The event participants will be provided with Wi-Fi internet access in the event venue. Telephone code for Almaty is +727.

For international calls from Almaty, one should dial +, then code of the country, then code of the city or follow the instructions on telephone card.

## 13. Visa

Information of the requirements for entry the territory of the Republic of Kazakhstan is available at the website of the Ministry of Foreign Affairs: <http://mfa.gov.kz/ru/visa/index>.

Those participants who need entry visa for the Republic of Kazakhstan are recommended to contact consulate of the Republic of Kazakhstan in their country in due time to receive information on visa requirements.

For visa support, participants are kindly requested to fill out the Visa Support Form (Annex 4) and send it, along with copy of the passport to Ms. Zulfia Khudaybergenova (email: [z.khudaybergenova@mic.gov.kz](mailto:z.khudaybergenova@mic.gov.kz)) by 20 August 2018.

## 14. General information

In the Middle Ages, at the territory of today's **Almaty**, or **Alma-Ata** in Russian (till 1921 – **Verny**) there was a settlement of Almatu. Currently Almaty is the largest city of Kazakhstan with a population of 1,703,481 people, containing 9% of the country's total population. It served as capital of the Kazakh Autonomous Soviet Socialist Republic and Kazakh Soviet Socialist Republic from 1927 to 1991 and capital of the Republic of Kazakhstan from 1991 to 1997. In spite of losing the status of political and administrative capital, Almaty continues as the major commercial and cultural centre of Kazakhstan, as well as its biggest population center. The city is located in the mountainous area of southern Kazakhstan in the foothills of the Trans-Ili Alatau at an elevation of 700–900 m (2,300–3,000 feet), where the Large and Small Almatinka rivers run into the plain. It has a relatively mild climate with warm summers and quite cold winters. Since the city is in a tectonically active area, it has an endemic risk of earthquakes. Although most do not cause any significant damage, Almaty has suffered some large destructive earthquakes. In 1997 the capital was moved to Astana in the north-central part of the country. Since then Almaty has been referred to as the 'southern capital' of Kazakhstan.



**ITU Regional Workshop "Broadband Development based on 4G and 5G Technologies" and 2nd Annual CIS and CEE Spectrum Management Conference**  
Almaty, Kazakhstan, 17-20 September 2018



**Региональный семинар МСЭ «Развитие ШПД с применением технологий 4G и 5G» и 2-ая ежегодная Конференция по управлению спектром для стран СНГ и ЦВЕ**

Алматы, Казахстан, 17-20 сентября 2018

Please return to/Просьба  
направить по email:

Support Services Division  
(SUP)

Email: [fellowships@itu.int](mailto:fellowships@itu.int)

Fax: +41 22 730 5778

ITU/BDT

Geneva (Switzerland)

**Request for a fellowship to be submitted by 20 August 2018**  
**Запрос на стипендию необходимо направить до 20 августа 2018**

**Participation of women is encouraged**

**Участие женщин приветствуется**

Country/Страна: \_\_\_\_\_

Name of the Administration or Organization/Название Администрации или организации: \_\_\_\_\_

Mr. G-n/ Ms. G-ja \_\_\_\_\_  
(family name/фамилия) (given name/имя)

Title/Должность: \_\_\_\_\_

Address/Адрес: \_\_\_\_\_

Tel./Тел.: \_\_\_\_\_ Fax/Факс: \_\_\_\_\_

E-mail: \_\_\_\_\_

**ПАСПОРТНЫЕ ДАННЫЕ:**

Date of birth/Дата рождения: \_\_\_\_\_

Nationality/Гражданство: \_\_\_\_\_ Passport number/Номер паспорта: \_\_\_\_\_

Date of issue/Дата выдачи: \_\_\_\_\_ In (place)/Место: \_\_\_\_\_

Valid until (date)/Срок действия: \_\_\_\_\_

**CONDITIONS/УСЛОВИЯ**

1. One full or two partial fellowships per country/Одна полная или две частичных стипендии на страну
2. One return ECO class airticket by the most direct/economical route/Билет на самолет эконом классом по оптимальному маршруту
3. A daily subsistence allowance to cover accommodation, meals and incidental expenses in Almaty/Суточные для покрытия расходов на проживание и питание в Алматы
4. Imperative that fellows be present from the first day and participate during the entire duration of the workshop and the conference/Получателям стипендии необходимо каждый день принимать участие в работе семинара и конференции

Signature of fellowship candidate/Подпись кандидата: \_\_\_\_\_ Date/Дата: \_\_\_\_\_





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**Региональный семинар МСЭ «Развитие ШПД с  
применением технологий 4G и 5G» и 2-ая ежегодная  
Конференция по управлению спектром для стран СНГ  
и ЦВЕ**

Алматы, Казахстан, 17-20 сентября 2018



TO VALIDATE FELLOWSHIP REQUEST, NAME AND SIGNATURE OF CERTIFYING OFFICIAL DESIGNATING PARTICIPANT MUST BE COMPLETED BELOW WITH OFFICIAL STAMP/ЗАПРОС НА ПОЛУЧЕНИЕ СТИПЕНДИИ ДОЛЖЕН БЫТЬ ЗАВЕРЕН ОФИЦИАЛЬНЫМ ПРЕДСТАВИТЕЛЕМ АДМИНИСТРАЦИИ/ОРГАНИЗАЦИИ

Signature/Подпись: \_\_\_\_\_

Date/Дата: \_\_\_\_\_



**ITU Regional Workshop “Broadband Development based on 4G and 5G Technologies”  
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**Региональный семинар МСЭ «Развитие ШПД с применением технологий 4G и 5G»  
и 2-ая ежегодная Конференция по управлению спектром для стран СНГ и ЦВЕ**  
Алматы, Казахстан, 17-20 сентября 2018



Просьба при заполнении использовать **ЗАГЛАВНЫЕ** буквы/ Please **use CAPITAL** letters.

<b>ФОРМА ДЛЯ ПОЛУЧЕНИЯ ВИЗОВОЙ ПОДДЕРЖКИ</b> <b>VISA SUPPORT FORM</b>	
Фамилия, имя: Surname, name:	
Пол/Gender:	
Название ведомства/компании: Institution/Company:	
Должность/Title:	
Адрес/Address:	
Телефон/Telephone:	
Факс/Fax:	
Гражданство/Citizenship:	
Номер паспорта/Passport number:	
Дата выдачи/Date of issue:	
Действителен до/Valid till:	
Страна и город, где Вы будете получать визу/ Country & city where you will obtain visa:	
Дата рождения/Date of birth:	
Место рождения/Place of birth:	
Дата прибытия в Казахстан/ Date of arrival in Kazakhstan:	
Дата отъезда/Date of departure:	

**Необходимо также приложить сканированную копию паспорта.**

**Please attach scan copy of your passport.**

Please send the form duly completed to the event coordinator Ms. Zulfia Khudaybergenova by email: [z.khudaybergenova@mic.gov.kz](mailto:z.khudaybergenova@mic.gov.kz) by **20 August 2018**.

Просьба направить заполненную регистрационную форму координатору семинара Зульфии Худайбергеновой на электронную почту: [z.khudaybergenova@mic.gov.kz](mailto:z.khudaybergenova@mic.gov.kz) до **20 августа 2018 года**.