



**Telecommunication
Development Bureau (BDT)**

Ref. Circular BDT/PKM/HCB/004

Geneva, 4 April 2016

Administrations of ITU Member States
Regulators
ITU-D Sector Members
Academia Members
United Nations and specialized agencies
Regional and other international organizations
Centres of Excellence

**Subject: Global ICT Capacity Building Symposium (CBS)
“Embracing Capacity Building Opportunities in the Digital Era”
Nairobi, Kenya, 6-8 September 2016**

Dear Sir/Madam,

I am pleased to invite your organisation to participate in the Global ICT Capacity Building Symposium (CBS-2016), which will take place in **Nairobi, Kenya from 6 to 8 September 2016**. The Symposium is being organised by the Telecommunication Development Bureau (BDT) of the International Telecommunication Union (ITU) and hosted by the Communications Authority of Kenya, under the theme **“Embracing Capacity Building Opportunities in the Digital Era”**.

This Symposium brings together Government Ministers from Ministries of ICT and Education, Director Generals of telecommunication/ICT regulatory authorities, and industry leaders from around the world. Representatives from Academia, the ITU Centres of Excellence and other experts in the field of human capacity building will also participate in the Symposium.

CBS-2016 features a Ministerial roundtable which addresses key policy issues relating to human capacity building priorities in the ICT sector for achieving sustainable development goals. It also features a Leaders' dialogue focusing on the need to forge multistakeholder partnerships for capacity building in an ever changing digital environment.

An **exhibition** showcasing capacity building projects across the world and best practices from academia and industry will run for the duration of the Symposium. In this regard, member states, sector members, Universities and Centres of Excellence are invited to take advantage of allocated free space to showcase their work. Exhibition space will be allocated on a “first come, first served” basis. Detailed information on space availability will be posted in due course at www.itu.int/en/ITU-D/Capacity-Building/Pages/CBS-2016.aspx.

Two **pre-conference events will be held on 5 September 2016**, dedicated to the topics of “Capacity Building in Internet Governance” and “Regulators as Enablers and Beneficiaries of Capacity Building”.

The Symposium proceedings will be conducted in English, French and Spanish. Interpretation in the other

three ITU official working languages will be provided based on the requests of participants, to be indicated on the registration form by **8 July 2016**, and provided that there are at least five requests for a given language.

Within the budget available, one fellowship per country may be granted to participants from countries with a GDP per capita of less than 2'000 USD. Those intending to apply for a fellowship should complete the Fellowship Application form available on the event website and return it by **8 July 2016**.

Further information on the meeting, including the draft programme, registration details, fellowship forms and all other logistical information such as accommodation and visa arrangements, can be found on our website at www.itu.int/en/ITU-D/Capacity-Building/Pages/CBS-2016.aspx.

I look forward to your positive response and active participation in the CBS-2016.

Yours faithfully,

[Original signed]

Brahima Sanou
Director