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Name  
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Subject: Subject: Invitation to the Workshop for Caribbean Region to Promote the Development and Implementation of Conformance and Interoperability (C&I) Programmes 2 – 4 December 2014, Trinidad and Tobago.

Dear Sir/Madam,

I am pleased to invite you to the Workshop for the Caribbean Region to Promote the Development and Implementation of C&I Programmes to be delivered 2 – 4 December 2014 on the St. Augustine Campus of The University of the West Indies (UWI). A draft Agenda is attached for your perusal.

This workshop is jointly hosted by the International Telecommunication Union (ITU), the Faculty of Engineering of The UWI and the Caribbean Telecommunications Union (CTU), and is aimed at presenting the results of the Conformance and Interoperability Assessment Study of the Caribbean conducted during the period August – October 2014. The study facilitates part of a broader objective of CARICOM Heads of Government to establish the Caribbean region as a Single ICT Space and the ITU mandate to assist developing countries in capacity building to perform context-appropriate conformance testing of equipment and systems in accordance with relevant Recommendations.

As a key stakeholder in the C&I domain, your opinions are considered to be crucial to the discussions on the outcomes of the assessment study and the way forward for the Caribbean region. There is no registration fee for workshop participants and all necessary materials will be provided.

As space is limited, your confirmation of attendance will be greatly appreciated. Please do so via email to Ms Sheron Small at [sheron.small@itu.int](mailto:sheron.small@itu.int) by October 30th, 2014. Once confirmed, kindly also complete the online registration for the workshop at <http://form.jotformpro.com/form/42394325120951> and monitor the workshop's website at <http://www.itu.int/en/ITU-D/Regional-Presence/Americas/Pages/EVENTS/2014/1202-TT-C-I.aspx> for logistical and other relevant information.

Please feel free to contact Ms Small or Mr. Cleveland Thomas, ITU Area Representative for the Caribbean at [cleveland.thomas@itu.int](mailto:cleveland.thomas@itu.int) if you require additional information.

I very much look forward to hearing from you and hope that you would be willing to accept our invitation to this very important event.

Yours sincerely,

[Original Signed]

By Bruno Ramos  
Regional Director for the Americas