**ITU**

**MINISTÈRE DE LA COMMUNICATION
CHARGÉ DES POSTES ET DES
TÉLÉCOMMUNICATIONS**

**International Telecommunication Union (ITU)**
**Arab Regional Office (ARB)**

Ref.:          2310-ARB-LET-0231                    Cairo, 12 October 2023

–   Arab Administrations of ITU Member
    States,
–   Arab Regulators

**Subject:**     **ITU Training Course on Business Planning for ICTs Broadband Infrastructure Development
for Arab States**
**Djibouti-Djibouti City, 19 Nov to 17 Dec 2023 (Face to face and Online)**

Dear Sir/Madam,

I am pleased to invite your organization to participate in the blended training course on "**Business Planning
for ICTs Broadband Infrastructure Development**" to be conducted both physically in Djibouti and online
through the ITU Academy Platform. The training course is organized by the International Telecommunication
Union (ITU) and the face-to-face training is kindly hosted by Ministry of Communication in charge of Posts
and Telecommunications of Djibouti.

**Target Audience:** This training course is designed for Regulators and ICT professionals in need to get a deep
understanding of ICT Business Planning design and implementation.

The primary objective of this training course is to equip participants with essential knowledge and skills
related to business planning in the context of ICT infrastructure development. Training course is designed to
support policy and regulatory decision-making by enhancing the understanding of key principles and
practices. The training will be conducted in Arabic, English and French with simultaneous interpretation.

The training course will be organized into 2 phases as follows:

-   **Phase 1:** 3-days face-to-face training during **19-21 Nov 2023**. In this phase of the training, ITU's
    ICTs Infrastructure Business Planning Toolkit will be covered including practical hand-on exercises.

-   **Phase 2:** 3 weeks Online training during **26 Nov.-17 Dec. 2023**. This online training will be
    delivered through ITU Academy platform and will focus on Business Planning Clinics for each
    participant country/groups.

Upon successful completion of this course, participants will gain expertise in the following areas:

- Theories for project evaluation using Net Present Value (NPV) analysis including analysis and comparison of various infrastructure projects.
- A practical methodology for accurate economic assessment of broadband infrastructure installation and deployment plans.
- Principles and technical practices for constructing business plans, with a focus on 5G technologies, to support policy and regulatory decision-making and the use of business planning as a public policy tool.
- Key elements for successful business planning implementation in ICT infrastructure development, including estimating demand, revenues, CAPEX, OPEX, and WACC (Weighted Average Cost of Capital).
- Financing mechanisms for the implementation of broadband public policy initiatives.

**Entry requirements:**

Participants should have English language and Microsoft Excel intermediate level knowledge, as well as good knowledge of the main gaps in the telecommunications infrastructure of their country. Due to the nature of the training, the number of participants will be limited to a total number of 40.

**For More Information:**

For detailed information about the physical training and the online training program, as well as the agenda, the logistics information note, etc. Please refer to the training outline available on the ITU Academy Portal (click here)[1].

**Registration:**

We kindly invite your organization to nominate participants for this valuable training course. Registration should be completed online via the ITU Academy Portal, accessible through the link provided. The deadline for registration is **October 25, 2023**.

In order to facilitate the participation of delegates from the Arab Least Developed Countries (LDCs) and Developing Countries (DCs), there will be a limited number of **Partial Fellowships** to cover the cost of return economy ticket, with a priority given to LDCs. The interested countries should fill in the Fellowship request form (**Annex 1**), which is available on the website mentioned above, sign and validate it and return it to ITU no later than **25 Oct. 2023**.

Should you require further information, please contact: Dr. Mustafa Al Mahdi, Programme Officer, ITU Arab Regional Office (mustafa.almahdi@itu.int), and Mr. Feyçal Kaireh Chirdon, Director of ICT Development, Ministry of Communication in charge of Posts and Telecommunications, Djibouti (feycal.khaireh@communication.gouv.dj).

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[1] https://www.itu.int/en/ITU-D/Regional-Presence/ArabStates/Pages/Events/2023/Broadband-ID/BID.aspx

Looking forward to your active participation and fruitful contribution to this important event.

Yours sincerely,

**Adel M. Darwish**
Regional Director
ITU Arab Regional Office

**H.E. Mr. Radwan Abdillahi Bahdon**
Minister
Ministry of Communication in charge of Posts and
Telecommunications
Djibouti