



**Telecommunication
Development Bureau (BDT)**

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10 February 2016

Administrations of ITU Member States,
Regulators,
Sector Members,
Academia in Asia and the Pacific

Subject: **ITU Asia-Pacific Centre of Excellence Training Program on “Spectrum Management and Monitoring”, 16 – 21 May 2016, Chengdu, China**

Dear Sir/Madam,

I am pleased to invite your organization to participate in the face-to-face training on **“Spectrum Management and Monitoring”** to be held in in Chengdu, Sichuan Province, China, from 16 to 21 May 2016.

This face-to-face training is organized jointly by the International Telecommunication Union and the State Radio Monitoring Centre (SRMC), MIIT, China as part of the priority programme on Spectrum Management under the auspices of the ITU Centres of Excellence for Asia-Pacific region. The training will be delivered in English.

This training is designed to address technical staff from policy makers, regulators, corporate executives and managers, i.e. middle-level managers, administrators and officials dealing with Spectrum Management and Monitoring and covers both theoretical and practical issues. The training will take place at the state Monitoring facility managed by SRMC in Chengdu, China.

The draft program is attached (Annex 1) for your information. The updated details on this training including the practical information about the venue etc. may be accessed through the following link: www.itu.int/en/ITU-D/Regional-Presence/AsiaPacific/Pages/Events/2016/May-SMM-SRMC/main.aspx.

To register for the above-mentioned training, participants are kindly requested to complete the attached registration form (Annex 2) send it by e-mail directly to training coordinators Ms. Yu Yali (yuyali@src.org.cn), Ms Wang Zhixia (wangzx@oetsi.com) and Mr. Aamir Riaz (aamir.riaz@itu.int), by **8th of April 2016** at the latest.

The participants requiring an entry visa to China are requested to contact their local Embassy of People's Republic of China for information well in advance.

As the course envisages active contribution of participants, includes planned site visits to operational Radio Frequency monitoring facilities and practical training through Fox hunting, therefore the total **number of participants from outside China has been limited to 30.**

All travel arrangements; accommodation etc. should be borne by the participating administration or participants directly.

I look forward to your active participation in the course.

Yours faithfully,

A handwritten signature in black ink, appearing to read 'Ioane Koroivuki', with a stylized flourish at the end.

Ioane Koroivuki
Regional Director
ITU Regional Office for Asia and the Pacific

Enc. Annexures 1 and 2