



**Telecommunication
Development Bureau (BDT)
Regional Office for Asia and the Pacific**

Ref.: BDT/ROASP/2024-035

07 March 2024

ITU member administrations and regulators
from Pacific sub-region

Subject: Training on Spectrum Management System for Developing Countries (SMS4DC), 30 April – 02 May 2024, Port Villa - Vanuatu

Sir/Madam,

I am pleased to invite your organization to participate in the training workshop on “**Spectrum Management System for Developing Countries (SMS4DC)**” which will be held 30 April – 02 May 2024, Port Villa – Vanuatu.

Training is being organized by ITU at the sidelines of [PITA 28th AGM, Annual Business Forum and Expo 29 April - 2 May 2024](#).

The objective of this training workshop is to build human capacity and skills of participants in order for them to be able to effectively use the SMS4DC tool to automate national spectrum management in their respective organizations. Therefore, the training is essentially targeted towards the spectrum managers and the users of SMS4DC tool (both current and prospective) with emphasis on practical exercises-based sessions.

Mandatory requirements

Due to the practical nature of training and limitation of the available license keys, the participants are expected to:

1. Bring their computing device with SMS4DC installed. (version 5.2)
2. Bring their hard license keys of SMS4DC.
3. Bring **a copy** of the database of their national spectrum management to ensure that exercises are conducted using actual data as much as possible.

Further detailed information about the training is available at <http://itu.int/go/SMS4DC-Pacific-2024>

Fellowship

ITU is pleased to provide **one full fellowship per eligible country from ITU membership from Pacific sub-region**, subject to availability of funds, with preference to those applicants who have been using SMS4DC and

those who would be able to share the country experiences and apply the training outcomes in their organizations.

Full fellowships will cover the air ticket (one return economy class ticket by the most direct/economical route from the country of origin to the meeting venue), and appropriate daily subsistence allowance intended to cover accommodation, meals and incidental expenses. Member States shall cover the remainder of the cost of the participation.

In line with Plenipotentiary Resolution 213 (Dubai, 2018), it is encouraged that fellowship nominations take into consideration gender balance and inclusion of persons with disabilities and with specific needs. The criteria to grant a fellowship include: available ITU budget; active participation, equitable distribution among countries and sub-regions within Asia and the Pacific; application by persons with disabilities and specific needs; and gender balance.

The duly validated fellowship request form (attached as Annex-2) and its annexures, if any, must be returned to the Fellowships Service by e-mail to fellowships@itu.int or by fax: + 41 22 730 57 78, by **24th of March 2024** at the very latest.

Should you require any additional information, Mr Aamir Riaz (aamir.riaz@itu.int) will be the ITU focal point for the event.

I look forward to the active participation of your organization in this event.

Yours sincerely,



Atsuko Okuda
Regional Director

Encl:

- Concept note
- Fellowship application form