



**1ST Steering Committee Meeting
ITU Centres of Excellence for CIS countries
Chisinau, Republic of Moldova, 30 March 2015**

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CHAIRMAN'S REPORT

1 Introduction

1st ITU CIS Centres of Excellence (CoE) Steering Committee Meeting, organized with support of Odessa National Academy of Telecommunications (ONAT) n.a. A.Popov, was held on 30 March 2015 in Chisinau, Republic of Moldova at the kind invitation of Ministry of Information Technology and Communications of the Republic of Moldova.

The Steering Committee Meeting covered following issues: approval of candidates to the Steering Committee Members for the period of 2015-2018 nominated by communication administrations of the CIS countries and the election of the Steering Committee Chair for the year of 2015; overview of key provisions of the CoE New Strategy; strategic direction of the ITU CoE for CIS countries for 2015 and subsequent years; work plan of CIS CoE for 2015; principles of financing ITU CoE for CIS countries.

The Meeting was held in Russian with simultaneous interpretation into English. The Meeting was paperless.

2 Participation

The total number of the Meeting participants made 18, including: 11 candidates to the Steering Committee Members, representing 6 CIS countries (Mr. Oleg Khodasevich from the Republic of Belarus participated in the meeting remotely) and Mr. Andrei Untila, representing the ITU; 3 BDT representative Mr. Brahima Sanou, BDT Director, Mr. Cosmas Zavazava, Chief of Department, Project Support and Knowledge Management, BDT, and Mr. Orozobek Kaiykov, Head, ITU Area Office for CIS; Mr. Vitalie Tarlev, Deputy Minister of Information Technology and Communications of the Republic of Moldova, representing the host country; and two representatives of the Republic of Azerbaijan. The list of participants is available in Annex 3.

3 Opening Ceremony

At the opening ceremony, welcoming speeches were delivered by:

- Mr. Vitalie Tarlev, Deputy Minister of Information Technologies and Communications of the Republic of Moldova;

- Mr Brahima Sanou, BDT Director;
- Mr. Petro Vorobiyenko, Rector, Odessa National Academy of Telecommunications n.a. A.Popov.

Afterwards, the Meeting participants approved the Agenda (Annex 1).



4 Presentation of the CoE New Strategy Provisions, Operational Processes and Procedures

Mr. Andrei Untila, Programme Officer, ITU Area Office for CIS presented New CoE Strategy. The presentation, in particular, covered: the CoE Project history; main provisions of the WTDC-14 Resolution 73 (Rev. Dubai, 2014); possible types of partnership; and principles of the CoE Steering Committee formation.

Mr. Cosmas Zavazava, Chief of Department, Project Support and Knowledge Management, BDT focused in his speech on the way the CoEs can benefit from the partnership with ITU, including free access to the ITU Academy educational materials and platform for online courses, as well as the opportunity to exchange experiences with other regions.

5 Confirmation of Candidates to the CoE Steering Committee Members

According to the New CoE Strategy, the CoE operation is supervised by a management structure, consisting of of the Steering Committee and the ITU. The main responsibility of the Steering Committee is to advise the ITU for the operation of the CoE and ways to improve their performance. According to *Operating processes and procedures* (<https://academy.itu.int/news/item/1152/>), Steering Committee is composed of 6 representatives of Member States and/or Sector Members from the two countries as the CoE in each region, 2 regional representatives GCBI, proposed by the regional organizations, two additional regional representatives of the Member States of the selected by ITU on request and a representative of the ITU.

The 1st CIS CoE Steering Committee Meeting confirmed the membership of the Steering Committee, nominated by communication administrations of the region, in accordance with the procedure. Mr. Orozobek Kaiykov, Head, ITU Area Office for CIS presented short biographies of the candidates to the Steering Committee.

Mr. Vadim Kaptur, Pro-rector for Scientific Work, Odessa National Academy of Telecommunications (ONAT) n.a. A.Popov, was elected the Steering Committee Chair for 2015. Mr. Andrei Untila, Programme Officer, ITU Area Office for CIS, was confirmed as Secretary SC CoE for CIS countries.

The Meeting participants congratulated the elected Chair and wished him success.

6 Discussion of the New CoE Strategy, operational processes and procedures

When discussing the New CoE Strategy, operational processes and procedures, some questions were posed to the BDT representatives, who provided some comment and suggestions.



In particular, the participants mentioned legislative difficulties government bodies face when transferring funds abroad. Also, it was said, that any delay of fund transfer from the ITU may be considered as violation of law the CIS countries cause some punishment by fiscal and other regulatory authorities. Also, in some countries of the region, there is an express prohibition of payment for services provided to the residents through bank transfer on the account of international organizations and/or foreign companies. It was suggested to unify formats of the CoE events in the region. Also, a negative effect of the limitation of the number of topics to be covered by the CoE training events was mentioned. Also, the participants highlighted the necessity to develop clear procedures on interaction between the "Member" (an individual or a legal body), the ITU and the CoE in terms of legal and financial relationships (registration of participants, elaboration of contracts, invoices, statements etc.), considering legal specifics of all countries of the region. Also, the participants raised the question of copyright relating to the training materials elaborated within the

framework of the CoE. The participants suggested to continue the close cooperation of SC CoE with the Human Resource Development Council, which was appreciated as a good practice. Also, it was suggested to promote the CoE brand in the CIS region, for example, through providing free demo versions of the activities, and to demonstrate the competitive advantages of the CoE project over other training activities. To build confidence in the ITU CoE certificates, it was suggested to carry out an independent testing of the CoE training event participants. Also, some concerns expressed related to some countries' legislation on personal data transmission and storage.

Mr. Brahim Sanou, BDT Director, Mr. Cosmas Zavazava, Chief of Department, Project Support and Knowledge Management, BDT, Mr. Orozobek Kaiykov, Head, ITU Area Office for CIS, and Mr. Andrei Untila, Programme Officer, ITU Area Office for CIS replied the questions and provided some comment. Additional comments were provided by Mr. Mher Markosyan and Mr. Vladimir Dokuchaev, Steering Committee Members, representing the Group Capacity Building Initiative (GCBI).

The BDT representatives highlighted, that the ITU put significant hope upon the CoE programmes, which create new capacity building prospects, first of all, through provision high quality training services. It was also highlighted, that, in terms of the New CoE Strategy implementation, the ITU adheres to "adaptive position" and will try to consider the needs and of each Member State, including the issues of collection and distribution of the payments, documentary support, etc.

The Meeting participants marked it as appropriate to carry out the CoE activities with regard to the legal peculiarities of the CIS countries, regulating financial and business activities, and to make efforts to achieve the main CoE goal: to provide high quality trainings.

Also, the Meeting participants expressed the necessity to allow organizing by the CoEs the training activities in in the areas, which are not indicated as priority areas, if the preparation level of the CoEs corresponds to the requirements. Also, it was suggested to allow organizing events out of the yearly action plan.

7 Principles of financing ITU CoE for CIS countries

CoE income distribution matters (see document 3.2.1 "Operating processes and procedures") were presented by Iryna Politova, Head, Research Development Department, ONAT. The Meeting participants discussed the main provisions, governing the financial issues of the CoE activities, a model of calculating costs of activities and determination of the price of the event for one participant. Also, possible approaches to the distribution of funds between the CoE and the ITU, taking into account the main areas of CoE cost recovery, was considered.

The discussion also covered the questions of distribution of payment for participation in the various cases; establishment of "Price range" for carrying out the activities; as well as holding free events for the purposes of promotion of the CoE in the region. Particular attention was paid to the amount of ITU retention to cover costs for ITU Academy website maintenance, the CoE content elaboration, provision of training materials. Also, the issues of distribution of funds received from partners at the global level were considered.

Mr. Brahim Sanou, BDT Director and Mr. Cosmas Zavazava, Chief of Department, Project Support and Knowledge Management, BDT provided explanations on these issues, highlighting, that the ITU-CoE interaction model is an approximate "general contractor-subcontractor" model in the context of the provision of educational services to the end user.

The Meeting participants made following decisions and comments:

- the price of the event, both full-time and online, depends on the costs, incurred by the CoE for their holding, and subject to the country tax legislation, and there is necessity to establish uniform price limits for all CoE of CIS region;
- whenever necessary, in order to promote the CoE brand in the CIS region, the Centres may carry out free of charge activities;
- Funds between CoE and ITU should be allocated in the following way: 80% - CoE, 20% - ITU. The 2016 Steering Committee meeting will revise this decision based on actual costs of the CoE Network;
- ITU have to transfer 80 % of collected fees to CoEs as soon as possible.

8 Work principles of the Steering Committee of the ITU Centres of Excellence

Overview of the proposed principles of the ITU SC CoE for CIS was presented by Vadym Kaptur, Vice-Rector O.S. Popov ONAT, in his presentation. The presentation offered the following areas of work and tasks of the SC CoE for 2015:

Direction 1. Promoting of the "Centres of Excellence" brand among employers in the CIS region, including the definition of users requirements

Objective 1.1. Informing the public authorities, which are responsible for the employment of the population, about "Centres of Excellence" program

Objective 1.2. Informing the leading equipment manufacturers, software developers, telecommunications operators and other companies operating in the ICT market (regardless of ownership) about the "Centres of Excellence" program

Objective 1.3. Questioning of the interested parties to identify the needs of audience in specific activities, both within selected areas of the Centre and in promising areas

Direction 2. Search of partners at the regional and global level in areas, accredited by Centers of Excellence in the CIS region, as well as search for potential partners and participants of the events in other regions

Objective 2.1. Informing of commercial organizations, operating at the regional and global level, in the area of interest which includes support for areas of training, accredited in the CIS region, about the program "Centres of Excellence" and the benefits of its support

Objective 2.2. Promotion of CoE, accredited in the CIS region, to the markets of other regions that do not cover the relevant directions of training

Direction 3. Conduct joint activities and inter-regional cooperation between the Centres, as well as interaction with the Regional Commonwealth in the field of communication

Objective 3.1. Determination of directions, in which the CoE in the CIS region could conduct joint activities, as well as areas where interests of Centers are intersect

Objective 3.2. Creation of information resources and organization of electronic interaction methods between Centers of Excellence in the CIS region (forums, mailing lists, etc.).

Objective 3.3. Coordination of activities with the Council for Human Resources Development of the Regional Commonwealth in the field of communication.

Direction 4. Development of certification programs and accreditation

Objective 4.1. Analysis of the possibilities of using international certification centers (for example «Open ECB Check») for the development of image certificates "Centres of Excellence".

Objective 4.2. Consideration of possibilities for mutual recognition (co-signing) certificates of "Centres of Excellence" organizations, that have received the status of centers in the CIS region

Direction 5. Coordination of programs and the mutual usage of resources with the program "ITU Academy"

Objective 5.1. Coordination of activities programs, which are carried out by various Centers of Excellence in the CIS region to avoid duplication

Objective 5.2. Determination of "ITU Academy", courses, which can be used by the Centre of Excellence in the CIS region in the framework of the accredited areas, as well as courses, developed by the Centre of Excellence in the CIS region, which can be used in the "ITU Academy" programs.

Direction 6. Financial aspects of the Centres in the region and the distribution of the resulting tuition fees

Objective 6.1. Providing of a consulting support for Centres of Excellence in the CIS region for choosing the optimal (in economic terms) the design of that or any other event

Objective 6.2. Organization of interaction between Centres of Excellence in the CIS region, the Steering Committee and the ITU in order to optimize the distribution of the funds collected in the framework of the ITU program

During the discussion of the identified areas of meeting participants were proposed to complete Direction 4 be objective about development of criteria for evaluation of courses and the implementation of quality control from the SC CoE side.

Members of SC CoE agreed on the following distribution of curators respective areas:

Direction №1 - Representative of the The Institute of Electronics and Telecommunications at the Kyrgyz State Technical University Razzakov (Kyrgyz Republic), the representative of Kazakhstan;

Direction №2 - Representative of The Institute of Electronics and Telecommunications at the Kyrgyz State Technical University Razzakov (Kyrgyz Republic), the representative of Belarus;

Directions №3 and №4 - Representatives of the Moscow Technical University of Communications and Informatics (Russian Federation), a representative of the The Human Capital Initiative (Vladimir Dokuchaev);

Directions №5 and №6 - Representatives of O.S. Popov Odesa National Academy of Telecommunications (Ukraine), a representative of The Human Capital Initiative (Mher Markosyan).

From ITU the supervising of all actions were proposed to Andrei Untila.

Participants agreed that they would seek to hold regular (monthly) meetings with usage of electronic working methods to discuss the progress made in each of the mentioned directions.

Also, meeting participants found it useful to ask the ITU apply to regional AC to highlight the curator of the program (from the staff of the Administration of

Communications to create additional opportunities for the promotion of the CoE brand in the region.

9 Presentation of identified Centres of Excellence for CIS countries, including their specialization.

Representatives of Centres of Excellence for CIS countries delivered presentations in the following order:

1. The Kyrgyz Republic - Institute of Electronics and Telecommunications under the Kyrgyz State Technical University n.a. I. Razzakov
2. The Russian Federation - Moscow Technical University of Communications and Informatics (MTUCI)
3. Ukraine - Odessa National Academy of Telecommunications (ONAT) n.a. Alexandre Popov

Presentations are available at the ITU Academy website.

Participants agreed that the proposals in the work plan of CoE for 2015 should be directed to the Chairman of SC CoE within 14 April, 2015 with subsequent notification of the ITU and the placement of these plans on the ITU Academy website

10. Conclusions. Date and venue of the next Steering Committee Meeting

It was agreed that the next meeting should take place in the 4th quarter of 2015. Proposals for a particular venue will be sent to the ITU in accordance with the requirements of the Operating processes and procedures.

The participants of the 1st Steering Committee Meeting for ITU Centres of Excellence for CIS countries expressed their gratitude to the Communications Administration of the Republic of Moldova for the excellent facilities of this meeting, the AC submitted CoE for the period 2015-2018, ITU for assistance in discussions on the agenda, also the Chairman of the meeting for its efficient operation and the Secretariat for its assistance.

Meeting congratulated the members of the SC CoE, Chairman of the SC and wished him success.

Vadym Kaptur, Chairman of the the 1st Steering Committee Meeting

ANNEX 1**1ST CIS CoE Steering Committee Meeting****Chisinau, Republic of Moldova, 30 March 2015**

DRAFT AGENDA

1. Opening ceremony:
 - Welcome speech on behalf of the Ministry of Information Technologies and Communications of the Republic of Moldova
 - Welcome speech on behalf of the International Telecommunication Union (ITU)
 - Welcome speech on behalf of Odessa National Academy of Telecommunications (ONAT) n.a.A.Popov
2. Review of the key provisions of the ITU CoE New strategy, “Operational Processes and Procedures”
3. Confirmation of the candidates to the ITU SC CoE for CIS countries on the period 2015-2018. Election of the Chairman of the CoE Steering Committee for the 2015 year
4. Review of the work principles of the Steering Committee of the ITU Centres of Excellence
5. Principles of financing ITU CoE for CIS countries (distribution of income, derived from tuition fees)
6. Strategic Directions of activities of the ITU CoE for the CIS countries for 2015 and subsequent years. ITU CoE work plan for the CIS countries in 2015. Proposed action for the period after 2015.
7. Preparation of the report of the 1st Steering Committee Meeting for ITU Centres of Excellence for CIS countries
8. Conclusions. Date and venue of the next Steering Committee Meeting

ANNEX 2



**1ST CIS CoE Steering Committee Meeting
Chisinau, Republic of Moldova, 30 March 2015**

**LIST COUNTRIES NOMINATING THEIR CANDIDATES
TO THE STEERING COMMITTEE MEMBERS**
Member States hosting Centres of Excellence:

Kyrgyz Republic - Kyrgyz State Technical University after I. Razzakov

Priority Area: e-Waste and Broadband Access

Russian Federation – Moscow Technical University of Communications and Informatics (MTUCI)

Priority Area: Cybersecurity and ICT applications and services

Ukraine - O.S. Popov Odesa National Academy of Telecommunications (O.S. Popov ONAT)

Priority Area: Policy and regulation and DAB

Member States not hosting a Center of Excellence:

1. Republic of Belarus
2. Republic of Kazakhstan

GCCI representatives:

1. Republic of Armenia
2. Russian Federation

International Telecommunication Union



ANNEX 3

**1ST CIS CoE Steering Committee Meeting****Chisinau, Republic of Moldova, 30 March 2015****List of participants**

No	Name, surname	Country	Title	Email	Reference
1	Mr. Mher Markosyan	Republic of Armenia	Director CJSC Erevan Scientific and Research Institute of Telecommunications	mark@yeti.am	Member GCBI ITU Candidate proposed by the RCC Executive Committee
2	Mr. Oleg Khodasevich	Republic of Belarus	Head Department of Upgrade Qualification and Personnel	olegkhod@yandex.ru	Letter of CA No 09-08/249 dd. 22.01.2015

			Development, Higher State College of Communications		
3	Mr. Alexey Khorosh	Republic of Kazakhstan	Deputy Director General for Educational Unit of the Directorate Academy of Information and Communication Technologies JSC Kazakhtelecom Almaty Branch	alexey.khorosh@telecom.kz	Letter of CA No 30- 30-18/446-и dd. 23.01.2015
4	Mr. Baiysh Nurmatov	Kyrgyz Republic	Director Institute of Electronics and Telecommunications (IET) under Kyrgyz State Technical University (KSTU) n.a. I.Razzakov	baiysh.nurmatov@gmail.com	Letter of CA № 06-4/486 26.01.2015.
5	Mr. Almaz Tilenbaev	Kyrgyz Republic	Head Division of International Cooperation and Information Support State Communication Agency under the Government of Kyrgyz Republic	atilenbaev@nas.gov.kg	Letter of CA № 06-4/486 26.01.2015.
6	Mr. Artem Adzhemov	Russian Federation	Rector Moscow Technical University of Communications and Informatics (MTUCI)	asa@mtuci.ru	Letter of CA No П16-2-16-604 dd. 21.01.2015
7	Mr. Oleg Ievlev	Russian Federation	Pro-rector for International Relations Moscow Technical University of Communications and Informatics (MTUCI)	ievlev@mtuci.ru	Letter of CA No П16-2-16-604 dd. 21.01.2015

8	Mr. Vladimir Dokuchaev	Russian Federation	Head of Department, Moscow Technical University of Communications and Informatics (MTUCI); Director General, LLC Telesoft	V_Dokuchaev@tsoft.msk.ru v.dok@ttsf.ru	Member GCBI ITU Candidate proposed by the RCC Executive Committee
9	Mr. Vadym Kaptur	Ukraine	Vice-rector on Scientific Work, O.S. Popov Odesa National Academy of Telecommunications (O.S. Popov ONAT) Vice-Chairman, ITU-D Study Group 1	vadim.kaptur@onat.edu.ua	Letter of CA No 16/03/01-101 dd. 21.01.2015
10	Ms. Iryna Politova	Ukraine	Head, Research Development Department, O.S. Popov Odesa National Academy of Telecommunications (O.S. Popov ONAT)	rdd@onat.edu.ua	Letter of CA No 16/03/01-101 dd. 21.01.2015
11	Mr. Petro Vorobiyenko	Ukraine	Rector, O.S. Popov Odesa National Academy of Telecommunications (O.S. Popov ONAT)	vorobiyenko@onat.edu.ua	observer
12	Mr. Andrei Untila	ITU	Programme Officer ITU Area Office for CIS	andrei.untila@itu.int	ITU
13	Mr. Brahim Sanou	ITU	BDT Director	bdtmail@itu.int	ITU
14	Mr. Cosmas Zavazava	ITU	Chief of Department, Project Support and Knowledge Management, BDT	cosmas.zavazava@itu.int	ITU

15	Mr. Orozobek Kaiykov	ITU	Head ITU Area Office for CIS	orozobek.kaiykov@itu.int	observer
16	Mr. Nazim Kazim ogly Jafarov	Republic of Azerbaijan	Head Telecommunication Division Infrastructure Development Department Ministry of Communications and High Technology	n.cafarov@mincom.gov.az	observer
17	Mr. Rufat Aidyn ogly Taghizadeh	Republic of Azerbaijan	Deputy Head International Cooperation Department Ministry of Communications and High Technology	international-rt@mincom.gov.az	observer
18	Mr. Vitalie Tarlev	Republic of Moldova	Deputy Minister Ministry of Information Technology and Communications	vitalie.tarlev@mtic.gov.md	Host country representative

* Mr. Oleg Khodasevich took part remotely through VCS network.

** Ms. Aida Shtun represented at the meeting Mr. Alexey Khorosh, Deputy Director General for Educational Unit of the Directorate Academy of Information and Communication Technologies JSC Kazakhtelecom, Almaty Branch.