



Radiocommunication Bureau (BR)

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Subject: **ITU-PRIDA Workshop on National Tables of Frequency Allocation (NTFA) for Region 1
Addis Ababa, Ethiopia, 14-17 May 2024**

Dear Madam, Sir,

I am pleased to inform you that the [International Telecommunication Union](#) (ITU) and the [Policy and Regulation Initiative for Digital Africa](#) (PRIDA) are jointly organizing the ITU-PRIDA Workshop on National Tables of Frequency Allocation (NTFA) for Region 1, kindly hosted by the [Ministry of Innovation and Technology \(MinT\) from Ethiopia](#), in cooperation with the [African Telecommunications Union](#) (ATU).

This Workshop will be held in Addis Ababa, Ethiopia, over the period 14-17 May 2024 (see the Annex: Draft programme).

Languages

The lectures and discussions during this Workshop will be conducted in Arabic, English and French, with simultaneous interpretation (please note that some material such as presentations and software tools will be in English only).

Documentation

The Workshop's documentation will be available on the website. Given the amount of practical work expected, participants are required to install the necessary tools on their laptops in advance; laptops should be able to perform the set of minimal specifications detailed on the Workshop's website.

Practical information for participants

All practical matters related to this event (venue, hotels, visas, etc.) will be available on the "General Information" section on the Seminar website. For further information please contact: Mr Seyoum Mengesha (seyoum.mengesha@mint.gov.et).

Registration

ITU Member States and Academia as well as ITU-R Sector Members and Associates from Region 1 are invited to attend this Workshop. Attendance is free-of-charge for their representatives. Advance registration of all

participants is required. Registration will be carried out exclusively online and will require the approval of the corresponding Designated Focal Point (DFP) for ITU-R events registration. Participants will find the necessary information on registration at: www.itu.int/en/ITU-R/information/events.

We kindly encourage administrations to nominate staff directly involved in their NTFA management and to consider providing opportunities also to female staff.

Fellowships

To facilitate the participation of developing countries and subject to availability of funds, one fellowship may be granted per eligible Member State of Region 1.

Member States are encouraged to select their candidates taking into consideration the inclusion of persons with disabilities and persons with specific needs, bearing in mind gender balance.

To submit applications, please see the Fellowship section on the seminar website. Deadline for applications: 22 April 2024 (2359 Geneva time). The candidate's registration to the Workshop prior to submitting the fellowship request is mandatory.

Website

All the relevant information regarding the event including the agenda, registration, fellowships, and practical information will be available on the Workshop webpage: www.itu.int/go/ITU-R/NTFA-R1-WS-24. As this information may be updated or complemented without notice, it is recommended that you visit the webpage regularly.

Yours faithfully,

Mario Maniewicz
Director

Annex: Draft programme

Copy:

Mr Emmanuel Manasseh, Director a.i., ITU Regional Office for Africa, emmanuel.manasseh@itu.int

Mr Jimmy Christel Ngoma, PRIDA Project Manager, ITU, jimmy-christel.ngoma@itu.int

Mr John Omo, Secretary General, ATU, j.omo@atuuat.africa

Annex

Draft programme – ITU-PRIDA Workshop on National Tables of Frequency Allocation (NTFA) for Region 1 Addis Ababa, Ethiopia, 14-17 May 2024

Time (UTC +3)	Tuesday, 14 May 2024	Time (UTC +3)	Wednesday, 15 May 2024	Thursday, 16 May 2024	Time (UTC +3)	Friday, 17 May 2024
	Plenaries		Plenaries (<i>cont.</i>)	Tutorials		RR, and ITU-R Rec NTFA Hands-on Workshop
0900-0915	Opening remarks: ITU, PRIDA, ATU, MinT Ethiopia	0900-1030	Session 6: National spectrum management <ul style="list-style-type: none"> – National planning and legal context – National stakeholders: Spectrum use harmonisation – National spectrum management; layers; planning, administration, control – HCM4A agreement and its impact on spectrum management (PRIDA Project) 	Session 10: ITU RR Browser Tool <ul style="list-style-type: none"> – Tutorial 	0900-1030	Exercise 1: ITU Art. 5 Analyzer and its matching with NTFA <ul style="list-style-type: none"> – Exercise
0915-1030	Session 1: International Framework: ITU, IROs: ATU, ASMG, CEPT, RCC ITU Structure ITU Governance ITU-R Sector IROs: Structure, Governance					
1030-1100	Coffee/tea break	1030-1100	Coffee/tea break		1030-1100	Coffee/tea break
1100-1230	Session 2: ITU Radio Regulations (ITU RR) <ul style="list-style-type: none"> – Structure; key concepts; definitions, frequency management – Article 5: Table of Frequency Allocations – Planned and unplanned bands – Country footnotes: impact on the main table 	1100-1230	Session 7: The NTFA <ul style="list-style-type: none"> – Goal – Structure – Link with other spectrum management layers – SM tools providers: NTFA management 	Session 11: ITU-R Art. 5 analyser tool <ul style="list-style-type: none"> – Tutorial 	1100-1230	Exercise 2: Identification/updating of ITU-R Rec within NTFA <ul style="list-style-type: none"> – Exercise
1230-1400	Lunch break	1230-1400	Lunch break	Lunch break	1230-1400	Lunch break

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1400-1500	Session 3: ITU World Radio Conference, WRC <ul style="list-style-type: none"> – WRC Cycle – WRC preparation: IROs regional harmonization 	1400-1530	Session 8: RR and NTFA alignment <ul style="list-style-type: none"> – RR allocations; ITU-R Recommendations – National footnotes – Frequency use information 	Session 12: ITU-R Art. 5 Analyzer Tool (<i>cont.</i>) Tutorial	1400-1500	Exercise 3: WRC-23 outcomes; updating NTFA
1500-1600	Session 4: ITU-R Sector <ul style="list-style-type: none"> – ITU-R SGs: structure, working methods – ITU-R publication series 				1530-1600	
1600-1630	Coffee/tea break	1600-1730	Session 9: NTFA best practices <ul style="list-style-type: none"> – NTFA examples from different countries – NTFA PRIDA Project assistance to some countries – level of technical details – Reflecting on long-term spectrum utilisation strategy 	Session 13: Regional spectrum allocation plan (AfriSAP <i>et al.</i>) <ul style="list-style-type: none"> – Tutorial 	1600-1630	Coffee/tea break
1630-1730	Session 5: Regional tables framework: ATU <ul style="list-style-type: none"> – Regional spectrum allocation plan (AfriSAP, <i>et al.</i>) – Regional cooperation and harmonisation 				1630-1730	Feedback: Exercises outputs <ul style="list-style-type: none"> – Presentations
					1730-1745	Closing remarks