



Telecommunication Development Bureau (BDT)

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Contact: Mr Diadié Touré, Senior Adviser ITU Members States, Regulators
ITU Dakar, Senegal and ITU-D Sector Members of English &
Telephone +221 33 849 77 20 / 18 Portuguese speaking countries in Africa
:
Telefax: +221 33 822 80 13
E-mail: Diadie.toure@itu.int

Subject: **ITU Sub-Regional Human Capacity Development Forum for English & Portuguese speaking countries in Africa, Banjul, The Gambia, 3-5 August 2011**

Dear Sir/Madam,

On behalf of the International Telecommunication Union (ITU), we would like to invite your organization to participate in the **ITU Sub-Regional Human Capacity Development Forum for English & Portuguese speaking countries in Africa** to be held in **Banjul, The Gambia, from 3 to 5 August 2011**. The Forum is kindly hosted by the Gambia Ministry of Communications. It will be conducted in English¹.

The Forum is an annual event, and is a follow-up to the ITU Sub Regional Forum on human capacity building, organized in Nairobi, Kenya from 11 to 13 August 2010 and the ITU Global Forum on ICT Learn, held in Busan, Republic of Korea from 30 November to 2 December 2010.

The theme of this Forum is **“Development of Broadband: human capital development challenges for Africa”**. It will be delivered in the form of presentations, discussions and case studies on the best practices in policy formulation and implementation regarding broadband development and deployment. The Forum will particularly focus on human capital development.

The Forum is targeted at senior executives and staff dealing with policy and strategy formulation within ministries, regulatory authorities, telecommunication operators and service providers. In particular, it addresses senior managers responsible for human capacity management, as well as training providers and telecommunication academies.

There is no registration fee for participating in this Forum. However, all expenses concerning travel,² accommodation, meals, and insurance of participants should be borne by your organization.

If you wish to participate in this Forum, please complete the attached Registration Form (Annex 1) and return it, no later than **1 July 2011**.

We are pleased to inform you that, subject to the availability of funds, ITU will provide one partial fellowship (covering only daily subsistence allowances) per administration of Least Developed Countries (LCDs). While the number of delegates from each country is not limited, countries will need to bear the costs of any additional delegates. If interested, please complete the Fellowship Form that can be found on the web site of the event at <http://academy.itu.int/index.php/event>.

¹ A separate sub-regional Forum in Africa for French speaking countries will be held in Douala, in September 2011.

Participants are encouraged to participate actively in the workshop by sharing experiences and best practices and are invited to present their contributions by completing the attached **call for papers** (Annex 2) and submitting it by **30 June 2011** by e-mail to the attention of the ITU Coordinator, Mr. Diadie Toure (diadie.toure@itu.int) with a copy to Mr. Mike Nxele (mike.nxele@itu.int).

Additional information on this workshop, including the draft agenda, the fellowship request and an information note for participants as well as hotel accommodation and registration form can be found on the ITU Academy portal at: <http://academy.itu.int/index.php/events>.

I am looking forward to your positive response and active participation in this ITU Sub-Regional Human Capacity Development Forum. I would highly appreciate it if you could ensure distribution of this invitation to relevant stakeholders in your country that would benefit from participation in this event, particularly to decision-makers and managers involved in human capacity building, training, learning and development in the telecom/ICT sector.

Yours faithfully,

[Original signed]

Brahima Sanou
Director

Annexes: 2

ITU Sub-Regional Human Capacity Development Forum for English & Portuguese speaking countries in Africa



Banjul, The Gambia 3 - 5 August 2011

Registration Form

Please use CAPITAL letters.

Registration form fields: Family Name, Given Name, Title/Function, Name of Organisation/Company, Office Address, Town, Country, Telephone Number(s), Fax Number(s), E-mail, Arrival/Departure details.

Please fax or e-mail this form duly completed by 1 July 2011 to the following persons:

Table with 2 columns: ITU contact (Ms Oumou Niang) and Gambia contact (Mr Mam N. Touray).



**ITU Sub-Regional Human Capacity Development
Forum
for English & Portuguese speaking countries in
Africa**



**Banjul, The Gambia
3 - 5 August 2011**

CALL FOR PAPERS

On behalf of the International Telecommunication Union (ITU), we would like to invite you to participate in the **ITU Sub-Regional Human Capacity Development Forum for English & Portuguese speaking countries in Africa**, to be held in Banjul, The Gambia from 3 to 5 August 2011.

CALL FOR PAPERS

This is an invitation to senior executives and staff dealing with policy and strategy formulation within ministries, regulatory authorities, telecommunication operators and service providers to present a paper/make a presentation at this Forum. This request is particularly addressed to senior managers responsible for human capacity management, as well as training providers and telecommunication academies.

The papers/presentations can be in any of the topic areas below. Case studies are particularly welcome as they give practical experiences of implementation successes and challenges.

KEY TOPICS

Some of the key topics to be discussed at the Forum include, inter alia:

- Challenges of broadband networks and services: definition, concept, technology, environmental impact, etc;
- Developing, deploying and utilizing human capital for a broadband economy;
- Impacts of the technological changes on the organization, management, and development of the human resources function;
- Role of the Members States, Regulators, Operators and International Institutions like the ITU;
- Approaches, strategies and plans for the development of a sustainable human capital pool;
- Financing of the strategies and the plans, return on investment;
- Evaluation and permanent follow-up of human resources;
- Establishment of guidelines for the development of human resources in Africa;
- Organisation/country experiences (case studies) on human and/or institutional capacity building;
- Training interventions and readiness.

Please submit the topic/title of your paper/presentation by e-mail to: diadie.toure@itu.int with copy to mike.nxele@itu.int no later than **1 July 2011**.

We look forward to your contributions and participation in this Forum.

Proposed contribution to the ITU Sub-Regional Human Capacity Development Forum for English & Portuguese speaking countries of Africa

Name:	
Designation:	
Organisation:	
Country:	
Contact email and telephone number:	
Title of Paper (1):	
Title of Paper (alternative):	

For additional information, please contact:

Mr. Diadié Touré
Senior Adviser
ITU Dakar
Tel: +221 33 849 77 20/18
Fax: +221 33 822 80 13
E-mail: Diadie.toure@itu.int