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To:  
- Administrations of Member States of the Union;  
- ITU-D Sector Members and Associates;  
- Regional Organizations

Subject: ITU Regional Seminar for the Africa Region on Conformance and Interoperability Testing Centre(s), Accra (Ghana), 4-6 July 2011

Dear Sir / Madam,

I have the pleasure to inform you that at the kind invitation of the Ministry of Communications of the Republic of Ghana, the International Telecommunication Union (ITU) is organizing a Regional Seminar for the Africa Region on Conformance and Interoperability Testing Centre(s) which will take place in Accra (Ghana) from 4 to 6 July 2011.

The Seminar will be held back to back with the ITU Symposium on ICTs, the Environment and Climate Change that will be held from 7 to 8 July 2011. Information on the Symposium may be found at: <http://www.itu.int/ITU-T/go/ghana>.

The main objective of this Regional Seminar is to inform the attendees in the following subjects: Status of the needs of Developing Countries for building testing labs for conformance and interoperability testing; Existing testing labs and their areas of activities in the ICTs field; Assessment of the needs and the opportunities to establish type approval testing labs in the countries; Criteria and characteristics to establish accredited Bodies/Labs in the Regions for Type Approval/Homologation based on rules and recommendations, and also best practice; The ILAC, IAF and accreditation bodies, MRAs (Mutual Recognition Agreements) reference documents, framework and procedures for mutual recognition of conformity assessment of telecommunication equipment and systems; ITU testing approaches including ITU experience, conformance testing experience in different countries and technologies to be tested, application of Model networks for conformance testing, proposed methodologies of protocols, equipment and services conformance testing, experience from international testing projects, steps to be undertaken to facilitate the creation of regional test labs and to create capacity building opportunities at a regional level; Establishment of further actions on economical, technical and regional presence.

The Seminar will bring together leading specialists in the field, from top policy-makers to engineers, designers, planners, government officials, regulators, standards expert and others.

Discussions will be held in English and French. Simultaneous interpretation will be provided.

Please note that there is no participation fee for this Seminar. Travel arrangements and accommodation should be made and borne by the participating entity. However, ITU is providing the daily subsistence allowance (DSA) to Least Developed Countries (LDCs) and possibly to Low Income Countries (LICs) subject to availability of funds. The last date for fellowship application is **10 June 2011**.

The draft program as well as the registration form are attached (Annex 1 and 2). More information including updated program, registration form, fellowships request form and participant's information is available on the ITU website at: <http://www.itu.int/ITU-D/tech/events/index.html>. Participants are invited to download and print the documents needed for the event. We encourage participants to kindly confirm their participation by **24 June 2011** at the latest.

For further information, or should you require any clarification, please contact the Seminar Coordinator, Ms. Chali Tumelo, Tel.: +251 11 5514855, Fax: +251 11 5517299, e-mail: [chali.tumelo@itu.int](mailto:chali.tumelo@itu.int).

Yours faithfully,

*Original signed*

Brahima Sanou  
Director, BDT

Malcolm Johnson  
Director, TSB

**Attachments:**

1. Draft program
2. Registration form