



International Telecommunication Union (ITU)
Arab Regional Office

Ref. 018154

Cairo, 25 October 2016

To: Arab Administrations of ITU Member States, Regulators, ITU-D Sector Members, Associates, Academia and Regional and International Organizations concerned

Subject: ITU Regional Workshop on Terrestrial and Space Radiocommunication Services for the Arab States Amman - Jordan, 29 November- 1 December 2016

Dear Sir/Madam,

As part of the implementation of the Operational Plan 2016 for the Arab Regional Office of the International Telecommunication Union, we are pleased to invite you to participate in the **ITU Regional Workshop on Terrestrial and Space Radiocommunication Services for the Arab States**, to be organized in collaboration with the Telecommunications Regulatory Commission "TRC-Jordan". The workshop will be held in **Amman-Jordan, 29 November to 1 December 2016**.

This workshop is to enable participants to become familiar, inter alia, with the notification procedures, the preparation of frequency assignment notices and ITU/BR software.

The topics of this workshop are as follows:

- Training on BR activities.
- Radio Regulatory framework.
- WRC-15 Outcomes: Subject of interest.
- Notification for Terrestrial and Space Services.
- Plans and Non-Plans services.
- Terrestrial and Space Radiocommunication services.
- Software applications.

The workshop is targeting the specialists in the field of Terrestrial and Space Radiocommunication services, from developing countries, ITU Member States, ICT regulatory agencies, policy makers, private sector, telecommunication operators, manufacturers and solution providers.

The Workshop will be conducted in English and participants are required to bring their laptops given the amount of practical work expected during the workshop (you can find the laptop requirements in Annex 1). Please note that all the information related to the workshop such as **draft Agenda, Fellowship Form, Information Note, Online Registration link** and the **Hotel Reservation Form** will be available on the ITU website ([Click Here](#)).

We encourage you to participate and to register in this event through the link mentioned above. Please note the deadline for registration is **20 November 2016**. In order to facilitate the participation of delegates from the Arab Least Developed Countries (LDCs) in this event, there will be a limited number of **Full Fellowships** to cover the accommodation expenses and travel cost of one delegate from each Arab LDCs. The interested countries should fill in the Fellowship Request Form, which is available on the workshop's website mentioned above and return it to ITU no later than **10 November 2016**.

Should you require any further information or need clarification, please do not hesitate to contact: Eng. Rouda Alamir Ali, Programme Officer, ITU Arab Regional Office, E-mail (rouda.alamirali@itu.int) and Mr. Omar Al Ajarmeh, TRC Jordan, E-mail (omar.ajarmah@trc.gov.jo).

Looking forward to your active participation and fruitful contribution in this important event.

Yours faithfully,



Ebrahim AL HADDAD
Regional Director,
ITU Arab Regional Office

Annex 1: Laptop requirements.