



**3rd ITU ASIA PACIFIC CENTRES OF EXCELLENCE STEERING COMMITTEE
MEETING
7-8 December 2016
Shenzhen, People's Republic of China**



**ANNEX 1
DRAFT AGENDA**

Day 1 7 December 2016	
8:30-9:00	Registration
9:00-9:15	Opening Ceremony ITU MIIT, China Approval of the Agenda and Working Time Confirmation of the Chairman of the Steering Committee Statement by the Outgoing Chair of the Steering Committee
9:15-09:45	Session 1: ITU Centres of Excellence Strategy and Processes <i>Objective: This session will brief the participants on the progress of ITU CoE strategy, global experiences, development in human capacity building program, and implementation plan over the next year.</i> ITU
09:45-10:00	Confirmation of the Chairman GROUP PHOTO
10:00-10:15	Coffee break
10:15-11:00	Session 2: Performance of ITU ASP CoE Network and lessons learnt <i>Objective: This session will brief the participants on the performance of the ITU Asia-Pacific Centres of Excellence until 2016, key achievements and lessons learnt.</i> Mr. Ashish Narayan, Programme Coordinator, ITU Regional Office for Asia and the Pacific
11:00-12:30	Session 3: Presentation by ITU Asia-Pacific Centres of Excellence <i>Objective: This session will include presentations by the ITU Asia-Pacific Centres of Excellence (2015-2018) including their introduction, core capabilities, areas of interest and training plan for 2017.</i> Representatives from CoEs
1230-14:00	Lunch
14:00-15:00	Session 4: Presentation by Partners <i>Objective: This session will provide opportunities for partners to make presentations</i> Partners from CoEs
15:00-15:45	Session 5: Presentation and Discussion on Operational Procedures <i>Objective: This session will include presentation on the implementation aspects of the Centres of Excellence following discussions on the implementation matters including the strategic direction of the ITU Asia-Pacific CoE 2017 onwards, induction of</i>

partners, constitution of the Steering Committee, the timetable of annual activities for 2017, development of content, quality assurance processes, promotion plan, pricing strategies, fees structure and financial procedures, new partnership opportunities amongst others.

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All Participants

15:45-16:00 Coffee Break

16:00-17:00 Session 6: Presentation on Operational Procedures and Discussion (cont'd)
Objective: This session will include presentation on the implementation aspects of the Centres of Excellence following discussions on the implementation matters including the strategic direction of the ITU Asia-Pacific CoE 2017 onwards, induction of partners, constitution of the Steering Committee, the timetable of annual activities for 2017, development of content, quality assurance processes, promotion plan, pricing strategies, fees structure and financial procedures, new partnership opportunities amongst others.

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All Participants

18:00-20:00 Welcome Dinner

Day 2 8 December 2016

9:30-10:30 Session 7: Draft Report of the 3rd Steering Committee meeting
Objective: This session will discuss the draft report of the 3rd Steering Committee Meeting.

10:30-10:45 Coffee break

10:45-12:15 Session 8: Discussion and Adoption of the Report of the 3rd Steering Committee meeting
- Next Steering Committee Meeting

12:15-12:30 Closing Ceremony

12:30-14:00 Lunch

14:00-17:00 Field Visit