



**Telecommunication
Development Bureau (BDT)**

Ref.: BDT/ROASP/2017-270

Bangkok, 3 November 2017

ITU Member States, ITU-D Sector Members,
ITU Asia-Pacific Centres of Excellence,
Partners and other stakeholders of the
Centres of Excellence network for Asia-Pacific
Region

**Subject: Invitation to the 4th ITU Asia-Pacific Centres of Excellence Steering Committee Meeting,
12-13 December 2017, Bangkok, Thailand**

Dear Sir/Madam,

I am pleased to invite your organization to participate in the 4th ITU Asia-Pacific Centres of Excellence (ASP CoE) Steering Committee Meeting, organized by the International Telecommunication Union and hosted by the Ministry of Digital Economy and Society (Thailand) from 12-13 December 2017 in Bangkok, Thailand.

As the main responsibility of the Steering Committee is to provide recommendations to ITU concerning the CoEs operations and ways of improving its performance, the 4th ITU ASP CoE Steering Committee Meeting is expected to take key strategic decisions aimed at the implementation of approved Operational Processes and Procedures. Some of the key issues include evaluation of the performance of 2017, WTDC-17 outcomes, the strategic direction of the ITU Asia-Pacific CoE 2018 and onwards, induction of partners, the timetable of annual activities for 2018, development of content, quality assurance processes, promotion plan, pricing strategies, fees structure and financial procedures, new partnership opportunities amongst others. Draft Agenda is placed at Annex 1, while more details will be available at <http://www.itu.int/itu-d/asp> and <http://academy.itu.int>.

Interested participants are requested to complete the attached registration form (Annex 2) and return it by 30 November 2017 to Ms. Porntip Modethes (porntip.modethes@itu.int). Mr. Ashish Narayan (ashish.narayan@itu.int) from ITU Regional Office for Asia and the Pacific is at your disposal should you require any further information. There are no fees charged for participating in the Steering Committee meeting. However, participants are expected to meet their own costs of travel and accommodation.

Those participants requiring an entry visa to Thailand are requested to contact their local Embassy of the Kingdom of Thailand for information well in advance.

I look forward to your participation.

Yours faithfully,
Ioane Koroivuki
Regional Director
(original signed)

Regional Office for Asia and the Pacific
5th Floor Thailand Post Training Center, 111 Chaengwattana Road, Laksi, Bangkok 10210 • Thailand
Tel: +66 257 50 055 • Fax: +66 257 53 507
E-mail: itubangkok@itu.int • www.itu.int/itu-d

