



ITU CENTRES OF EXCELLENCE NETWORK FOR THE ASIA-PACIFIC REGION

REPORT OF THE 5TH STEERING COMMITTEE MEETING 14 July 2021 ONLINE MEETING

ITU
Centres of Excellence
for Asia-Pacific

*5th Steering Committee Meeting
of the Centers of Excellence
Network for Asia and the Pacific
Region*

14 July 2021

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1. INTRODUCTION AND OPENING

The 5th Steering Committee Meeting of the ITU Centres of Excellence for Asia-Pacific for the 2019-2022 cycle was held online on 14 July 2021. The meeting was organised by the ITU and chaired by the Ministry of Communications and Multimedia, Malaysia. A total of 39 participants registered which includes representatives from the Centres of Excellence (CoEs), CoE host Government, and the ITU Secretariat. The list of participants is attached to this report (**Annex 1**).

The composition of the Steering Committee (SC) of the CoE Network for Asia-Pacific region for the cycle 2019-2022 are as follows:

- Centres of Excellence: ALTTC, CAICT, IOT Academy, NIA, SRMC and UTM
- Member States: China, India, Islamic Republic of Iran, Malaysia, Republic of Korea, and Thailand
- ITU

The 5th Steering Committee Meeting was held virtually attended by the following SC Members:

- Centres of Excellence: ALTTC, CAICT, IOT Academy, NIA, SRMC and UTM
- Country Representatives: China, Malaysia, and Thailand
- ITU staff from HQ Geneva and Regional Office for Asia and the Pacific

Other Steering Committee Country Representatives that were not present:

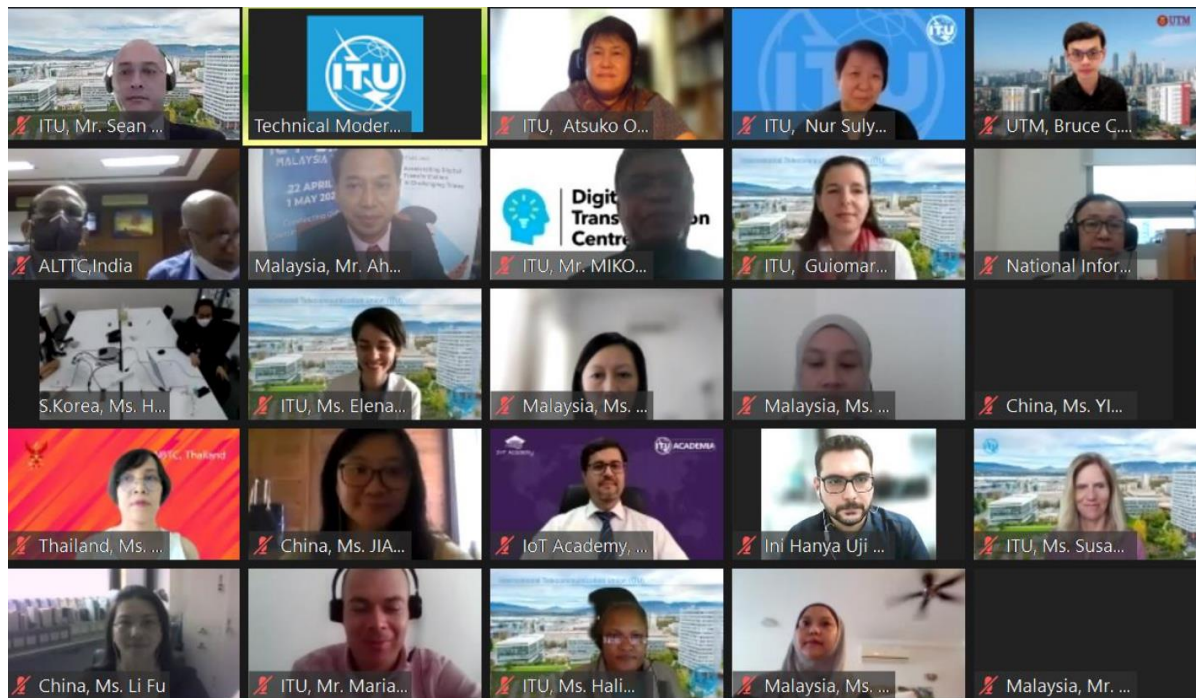
- Country: Iran (Islamic Republic of), Republic of Korea

Ms. Atsuko Okuda, Regional Director, ITU Regional Office for Asia and the Pacific, delivered the welcoming remarks and thanked all the participants that were present under these challenging circumstances, as the region is seeing an increase in reported COVID cases. Ms. Atsuko expressed her appreciation to all CoEs for their commitment to developing the digital skills of members in Asia and the Pacific region and from all around the globe. She also thanked all CoEs for following through with the outcome of the 4th Steering Committee, which includes the Quality Assurance process and participation in the Global CoE meeting, which was held in May 2021. She also thanked the Chairman of the SC, the SC members, the CoEs and the partners for their contribution to the successful operations of the ITU Asia-Pacific Centres of Excellence.

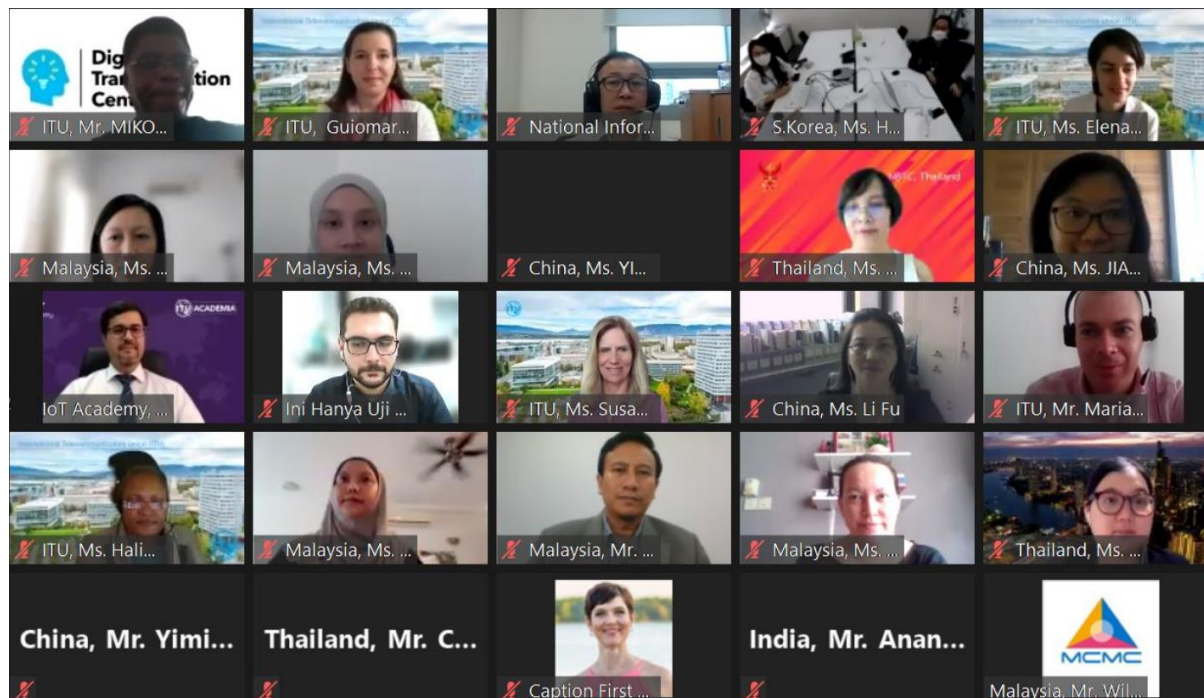


Mr Ahmad Norhad bin Zahari, Undersecretary for the Ministry of Communications and Multimedia Malaysia, Malaysia, welcomed all the SC members and the ITU for being present at the 5th Steering Committee Meeting of the Centers of Excellence Network for Asia and the Pacific Region which is held virtually due to the COVID 19. Mr Norhad commended the CoEs for the persistence and determination for continuing their efforts to conduct training during this very challenging period. The Chairman also thanked the ITU for organising this meeting and the CoEs for making the time and effort to present their reports and plans for the remaining of the year 2021.

Ms. Nur Sulyna Abdullah, Acting Chief Digital Knowledge Hub Department of the ITU BDT expressed her appreciation for the efforts and commended the performance of the CoEs in the Asia Pacific and Pacific in the year 2020. She encouraged all CoEs to continue the good work. She highlighted that the main barrier to Internet usage is the lack of digital skills, especially in developing countries. Ms. Sulyna reiterated the mandate of strengthening capacity in the ITU Member States and increasing the number of digitally skilled individuals in member countries. Following the Global CoE meeting held in May, Ms. Sulyna has encouraged all CoEs to continue to take advantage of the CoE network by learning and sharing of experiences, not just within the region but also beyond, to build resilience in the face of the pandemic. Finally, she reminded of the strategic review of the CoE programme, which will be carried out this year in line with World Telecommunication Development Conference Resolution 73, which called for such a review at WTDC 2017. The review will consider some of the inputs that CoEs have provided during the Global CoE and in previous meetings.



Virtual official group photo 1



Virtual official group photo 2

Report of the 5th Steering Committee Meeting 2021



Mr Ahmad Norhad bin Zahari, Undersecretary for the Ministry of Communications and Multimedia Malaysia, Malaysia, the Chairman of the 5th Steering Committee Meeting of the CoE Network for Asia and the Pacific (2019-2022 cycle) thanked the representatives from the ITU for their welcoming and opening remarks, and for the presence of all SC members. The Chairman requested the meeting to adopt the proposed draft agenda (see **Annex 2**). The meeting adopted the proposed agenda.

2. REVIEW OF Q1&2 2021 IMPLEMENTATION OF COURSES AND TRAINING PLANS FOR Q3&4 2021

2.1 Presentations by ITU

Mr Sean Doral presented an overview of the status of implementation of CoE courses and training for the years 2019, 2020 and Q1 and Q2 of 2021. For Q1 & Q2, as of 14 July, the ITU CoEs for Asia and the Pacific planned 22 training courses, out of which 5 were already implemented. Overall, 614 people were registered, out of which 175 were certified in 3 of the training that has been implemented. Due to the ongoing challenges brought by the COVID pandemic in the region, consultation was held with the affected CoE to review the training plans and the outcome from the consultation, 3 trainings were proposed for cancellation.

3.2 Presentations by Centres of Excellence

The Chairman invited the CoEs to present their detailed Q1&2 activity report, including training plan for Q3 & Q4.

3.2.1 Advanced Level Telecom Training Centre (ALTTC), India

Mr. Arun Kumar Sharma, reported that ALTTC had 9 training planned for 2021 and has implemented one online instructor-led course, from 10-21 May 2021. 9 people registered for this course and 7 participants were certified at the end of the course. Further to the consultation with ITU on the challenging COVID situation in India, ALTTC has proposed to cancel 3 of the training proposed at the 4th Steering Committee meeting. 5 online instructor-led training is planned until December 2021.

Year	CoE	Courses planned	Delivery mode	Start date	End date	Status	Number of participants registered	Number of participants certified	End-of training reports
2021	ALTTC	Blockchain, AI & SDN: "Opportunities, Challenges and Solutions for Smart Cities"	online	10-May-21	21-May-21	implemented	9	7	received



2021	ALTTC	IOT & 5G in AI Smart City	online	13-Sep-21	24-Sep-21	upcoming			
2021	ALTTC	Ubiquitous Broadband for Future Generations	online	27-Sep-21	8-Oct-21	upcoming			
2021	ALTTC	Internet of Things & Artificial Intelligence: Rejuvenation of Life for Persons with Special/Specific Need	online	18-Oct-21	29-Oct-21	upcoming			
2021	ALTTC	Latest Trends in Satellite Broadband Access	online	15-Nov-21	26-Nov-21	upcoming			
2021	ALTTC	Trends in Cyber Security & Block chain Technology	online	06-Dec-21	17-Dec-21	upcoming			

3.2.2 China Academy of Information and Communications Technology (CAICT)

Ms. WangYing reported that CAICT had 4 training courses planned for 2021 and has implemented 2 online instructor-led course, in April and Jun 2021. 518 people registered for this courses, and 131 participants were certified at the end of the courses. 2 online instructor-led training is planned in August and October 2021.

Year	CoE	Courses planned	Delivery mode	Start date	End date	Status	Number of participants registered	Number of participants certified	End-of training reports
2021	CAICT	Basic Knowledge and Application of 5G and AI	online	19-Apr-21	25-May-21	implemented	283	68	received
2021	CAICT	Digital Economy Standardization and Application	online	14-Jun-21	27-Jun-21	implemented	235	63	received
2021	CAICT	Conformity and Interoperability relating to Industrial Internet	online	16-Aug-21	28-Aug-21	Upcoming			
2021	CAICT	Conformity and Interoperability relating to 5G	online	11-Oct-21	23-Oct-21	Upcoming			

3.2.3 IoT Academy, Iran

Dr Farzad Ebrahimi, IoT Academy reported that IoT Academy had 3 training planned for 2021 and has implemented 1 online instructor-led course, from 26 April to 7 May 2021. 46 people registered for these courses, and 44 participants were certified at the end of the course. 2 online instructor-led training is planned in September and November 2021.



Year	CoE	Courses planned	Delivery mode	Start date	End date	Status	Number of participants registered	Number of participants certified	End-of training reports
2021	IOT Academy	Developing IoT, Big Data and Blockchain solutions for Smart sustainable cities	online	26-Apr-21	7-May-21	implemented	46	44	received
2021	IOT Academy	Building IoT Solutions for Smart Agriculture	online	23-Aug-21	3-Sept-21	Upcoming			
2021	IOT Academy	Internet of Things concerns for implementing Industry 4.0	online	8-Nov-21	19-Nov-21	Upcoming			

3.2.4 National Information Society Agency (NIA), Republic of Korea

Ms. Heeheun Lee, NIA presented the 2 training planned for 2021, in August and September 2021.

Year	CoE	Courses planned	Delivery mode	Start dates	End dates	Status	Number of participants registered	Number of participants certified	End-of training reports
2021	NIA	Government innovation using digital technologies in the post COVID 19 era	online	2-Aug-21	29-Aug-21	upcoming			
2021	NIA	Intelligent government based on AI	online	1-Sep-21	28-Sep-21	upcoming			

3.2.5 State Radio Monitoring Center (SRMC), China

Ms. Li Jianxin, SRMC presented the 2 training planned for 2021, in August and September 2021.

Year	CoE	Courses planned	Delivery mode	Start dates	End dates	Status	Number of participants registered	Number of participants certified	End-of training reports
2021	SRMC	Spectrum Management and Technology Application	online	9-Aug-21	22-Aug-21	upcoming			
2021	SRMC	Spectrum Management and Spectrum Engineering Techniques	online	6-Sep-21	19-Sep-21	upcoming			

3.2.6 Wireless Communication Center, UTM, Malaysia

Dr Bruce Leow, Wireless Communication Center, UTM reported that UTM had 2 training planned for 2021 and has implemented 1 online instructor-led course from 28 June to 11 July 2021. 41 people registered for this course, and 39 participants were certified at the end of the course. 1 online instructor-led training is planned in October 2021.

Year	CoE	Courses planned	Delivery mode	Start dates	End dates	Status	Number of participants registered	Number of participants certified	End-of training reports
2021	UTM	Fifth Generation (5G) Implementation: Practices and Case Studies	online	28-Jun-21	11-Jul-21	implemented	41	39	
2021	UTM	Human Exposure to Fifth Generation (5G) Electromagnetic Fields: Guidelines, Measurements & Case Studies	Online	4-Oct-21	17-Oct-21	upcoming			

The following issues were raised during the discussion:

- The meeting discussed possible measures that can be taken to reduce the discrepancy between the registered participants, actively participate and certified participants, particularly for free courses. CAICT was highlighted that one of the possible reasons could be due to time differences where some participants were not able to join the online meeting session. Another possible reason is the intent of the participants to only have access to the course materials, as the training is offered for free. It was encouraged that we explore solutions to try and address this as there are other courses that are offered for free but do not have very high uncertified participants.
- ALTTC had requested for invitations to members to be done as early as 2-3 months before the training starts to enable CoEs to also extend the invitation more widely to the local target audience.
- ALTTC has also requested that certificates be awarded to qualified participants as early as possible, considering their evaluation from the training. ALTTC have previously faced challenges in obtaining feedback as some participants do not complete the feedback form for unknown reasons, and this causes a delay in the issuance of certificates.
- SRMC suggested for the completion of course activities, such as quiz and assignments to be more flexible, considering participants personal commitments. This is to encourage greater participation amongst the participants.

3. PRESENTATION OF THE PROPOSED COURSES FOR THE REMAINING SIX MONTHS OF THE YEAR

Based on a series of presentations on the training plans for the second half of 2021, Mr Sean Doral presented the courses proposed for the remaining six months of the year, and the Chairman has invited the SC to approve the plan. The SC has approved the training plan in the table below.

Year	CoE	Courses planned	Delivery mode	Start Date	End Date	Status
2021	AL TTC	IOT & 5G in AI Smart City	online	13-Sep-21	24-Sep-21	upcoming
2021	AL TTC	Ubiquitous Broadband for Future Generations	online	27-Sep-21	8-Oct-21	upcoming
2021	AL TTC	Internet of Things & Artificial Intelligence: Rejuvenation of Life for Persons with Special/Specific Need	online	18-Oct-21	29-Oct-21	upcoming
2021	AL TTC	Latest Trends in Satellite Broadband Access	online	15-Nov-21	26-Nov-21	upcoming
2021	AL TTC	Trends in Cyber Security & Block chain Technology	online	06-Dec-21	17-Dec-21	upcoming
2021	CA ICT	Conformity and Interoperability relating to Industrial Internet	online	16-Aug-21	28-Aug-21	upcoming
2021	CA ICT	Conformity and Interoperability relating to 5G	online	11-Oct-21	23-Oct-21	upcoming
2021	IOT Academy	Building IoT Solutions for Smart Agriculture	online	23-Aug-21	3-Sep-21	upcoming
2021	IOT Academy	Internet of Things concerns for implementing Industry 4.0	online	08-Nov-21	19-Nov-21	upcoming
2021	NIA	Government innovation using digital technologies in the post COVID 19 era	online	2-Aug-21	29-Aug-21	upcoming
2021	NIA	Intelligent government based on AI	online	1-Sep-21	28-Sep-21	upcoming
2021	SRMC	Spectrum Management and Technology Application	online	9-Aug-21	22-Aug-21	upcoming
2021	SRMC	Spectrum Management and Spectrum Engineering Techniques	online	6-Sep-21	19-Sep-21	upcoming
2021	UTM	Human Exposure to Fifth Generation (5G) Electromagnetic Fields: Guidelines, Measurements & Case Studies	online	4-Oct-21	17-Oct-21	upcoming

4. PRESENTATION OF ITU QA PROCESS



Mr Sean Doral delivered a short presentation as a reminder on the ITU Quality Assurance (QA) process that needs to be undertaken with respect to the training course materials offered by CoEs to improve the quality of the training content. He highlighted that all training conducted in Q1 & Q2 had undergone the process; however, there is still room for improvements in terms of following the timeline of each process. Key points presented included PowerPoint slide include:

- CoEs need to submit a training plan for 2022, which could be a 6-month or the whole year plan.
- The training plan must come with a training outline for each course, and it is essential to submit a well-prepared and clear outline as it would be used as the basis for the quality assurance process.
- The estimated time for the approval process is two months. Hence, it would be ideal for the CoEs to submit their training plan in September, two months prior to the next SC meeting, scheduled to take place in November/December.

5. TRAINING IN THE CONTEXT OF POST/COVID-19 SCENARIO AND COE UPDATES

The Chairman invited SC members to share their views on virtual versus physical courses as the pandemic slows down and propose a way forward, covering virtual training delivery, standardising training delivery format, and engagement with participants.

All SC members were sharing their views on the topic, and the following inputs were shared during the discussion:

- Future of Virtual Training Post-COVID
 - Due to the pandemic, the online learning model has become a norm for many people. It is expected that this norm will remain, even after the pandemic situation improves globally, as people now have an alternative to learning in a physical location abroad.
 - Virtual training has contributed towards an increase in registration and participation increased greatly in the online platform and widespread network connection.
 - There is a need to improve the online training quality to meet the participants' expectations, even after the pandemic situation improves.
 - The online program opens new opportunities in reaching out to a global audience. Virtual training has enabled access to international experts. In the case of physical training, the logistical cost is one of the challenges in obtaining international experts. Participants have also welcomed this addition and are able to learn new perspectives from international experts. There are also opportunities for transfer of knowledge transfer from international experts.



- The pandemic has provided many use cases on meaningful use of technology, including the basic concept of technology and policies. It allows the flexibility to use online training programs and on-site experts in technical areas to better engage with participants.
- Virtual Training Standards
 - As a result of COVID-19, demand for online training is expected to remain. Therefore, a Virtual Training Delivery Format should be introduced for CoEs.
 - CoEs can benefit from sharing knowledge and experiences between the CoE network and identify the best practices.
 - Specific guidelines to improve the quality of online training, particularly on duration, length of each course and the number of courses to be conducted, would be helpful, including guidelines and training on the process and procedure of CoE.
 - Several CoEs have shared their training format as part of knowledge sharing:
 - The number of training topics: 5-6 topics a week.
 - Time commitment from participants: 6 – 10 hours per week
 - Delivery method: Video recorded presentation
 - Engagement with the participant: 1) 2-hour webinar session, which includes 1-hour summary from tutors and 1-hour Q&A. 2) Daily live lectures during course week, with 30 mins Q&A session
 - Timing of webinar Q&A- Evaluate the geographic location of registered participants and identify the best possible time zone for lectures.
- Other suggestions
 - To take the opportunity to promote and market CoE training beyond Asia and the Pacific region, now that training is conducted virtually.
 - To consider offering ITU Academy training courses in pre-recorded format, as some training has been curated and recorded. These pre-recorded courses can be accessed beyond the online-self pace training date. This suggestion came based on the interest from participants who are not able to attend during the training dates as COE training is only offered once a year. It was further suggested that the training lower fee to attend these courses.
 - There is also a request to the ITU to share best practices to organise a successful webinar. NIA is exploring incorporating a webinar as part of their training course to better engage participants.
 - Thailand recognised the significance of CoE training and will continue to collaborate with ITU Regional Office for Asia and the Pacific to support the capacity developments



in ICT in the region. This is especially when the current global pandemic underscores the importance of ICT. Due to COVID 19, it is unable to conduct training and will look to collaborate in organising training on relevant topics in 2022. If the situation permits, Thailand will consider organising physical meetings in Bangkok, Thailand.

The meeting took note of the inputs provided by the SC members for consideration in future activities.

6. PLAN FOR PROMOTION OF COE COURSES

Ms. Halima LETAMO presented two proposals that emerged from the Global CoE meeting:

- **Strategies to enhance the promotion of CoE courses**
As a response to the recurring request by CoEs for support to promote courses, and the observation by CoEs during the Global CoE meeting on the need to invest in marketing and promotion of courses, ITU proposed several promotional activities to be implemented by ITU and CoEs, and progress reported in the SC meeting (See the table of proposed actions in Annex 4).
- **CoE webinars on specific topics.**
The Global CoE meeting also suggested organising online sessions for CoEs on topics of relevance to them. ITU proposed to launch a series of webinars with a one-hour duration covering one topic per webinar, which will be open only for the CoE focal points and experts as trainers. Furthermore, Ms. LETAMO asked the SC members to provide their inputs on several items to consider concerning the webinars, such as frequency of the webinars, topics that need to be prioritised, and the scale of the webinars.

The SC took note of the proposals and made the following observations:

- The SC members will take the time to look at the various promotional activities proposed and have a reflection on them. The promotional activities should be optional, and CoEs could choose a series of promotional activities that work for them.
- IoT Academy has proposed a business model and partnership agreement, which can enable CoEs to partner, through advice from the ITU, with organisations or institutions such as universities, research centres, technology partners inside the region to provide training specific training courses. ITU will take this proposal into consideration on a case by case basis. ITU currently does not have the capacity to identify partners. The CoEs can also identify, and ITU could support CoEs in the form of recommendations.
- Consider introducing two hours webinars monthly in accordance with the areas of priority of the series. This can support better marketing of the training courses offered by the



CoEs. ITU will continue to support in the promotion of training courses; however, as per the outcome from the previous Global CoE meeting, it was also highlighted that CoE need to invest more in terms of human resources and financial resources into the marketing of the courses where possible

- UTM raised the possibility of introducing group discounts and discounts for returning participants from the same CoEs as an incentive. ITU responded that the decision on pricing and discounts is entirely up to individual CoEs, as it was acknowledged that market demands also comes into consideration. The ITU Academy can support this option if requested. ITU also added that there is no specific guideline on how much discount can be offered to participants. If a general guideline is needed, then the guideline could be brought up at the next SC to be discussed and agreed up for future reference of CoEs in the region.
- The SC members will fill a survey, which will be sent by ITU, to provide their inputs on the CoE webinars. The webinars need to be recorded for later views, and topics such as digital pedagogy and how to promote CoE courses could be considered.

7. ANY TOHER BUSINESS (AOB) AND CLOSING

The SC agreed that the ITU Secretariat would publish a draft outcome report for comments.

The next meeting of the SC will take place on the first week of November 2021.

The meeting ended with closing remarks from Mr Ahmad Norhad bin Zahari as Chairman of the SC. He expressed his thanks to the SC and appreciations for the efforts of the ITU Secretariat, in particular teams of the ITU Regional; Office for Asia and the Pacific and Capacity and Digital Skills Development Division, in facilitating the smooth running of the meeting.

Annex 1

List of Registered Participants

Representation	Entity / Name / Job Title / Email
Member States China (People's Republic of)	Ministry of Industry and Information Technology (MIIT) Ms. Li FU Senior Engineer fuli@caict.ac.cn



Member States China (People's Republic of)	Ministry of Industry and Information Technology (MIIT) Mr. Yiming LI Assistant engineer liyiming@srrc.org.cn
Member States China (People's Republic of)	Ministry of Industry and Information Technology (MIIT) Ms. Jianxin LI Senior engineer lijianxin@srrc.org.cn
Member States China (People's Republic of)	Ministry of Industry and Information Technology (MIIT) Ms. Ying WANG Engineer wangying@caict.ac.cn
Member States India (Republic of)	Ministry of Communications Mr. Anand SINGH Director
Member States Malaysia	Malaysian Communications and Multimedia Commission Ms. Khaneeza KHALID Head of Division khaneeza.khalid@mcmc.gov.my
Member States Malaysia	Malaysian Communications and Multimedia Commission Mr. William LEE Director william@mcmc.gov.my
Member States Malaysia	Ministry of Communications and Multimedia Malaysia Mr. Mohd Nazrol MARZUKE Deputy Undersecretary mnazrol@kkmm.gov.my
Member States Malaysia	Ministry of Communications and Multimedia Malaysia Ms. Fairuz Husna Binti MUHAMAD FARID Assistant Secretary fairuz@kkmm.gov.my
Member States Malaysia	Ministry of Communications and Multimedia Malaysia Ms. Nur Risyah Binti MUSA Assistant Secretary risyah@kkmm.gov.my



Member States Malaysia	Ministry of Communications and Multimedia Malaysia Ms. Wee LI LING Principle Assistant Secretary
Member States Malaysia	Ministry of Communications and Multimedia Malaysia Mr. Ahmad Norhad ZAHARI Undersecretary norhad@kkmm.gov.my
Member States Thailand	National Broadcasting and Telecommunications Commission (NBTC) Mr. Notachard CHINTAKANOND Executive Director of International Affairs Bureau
Member States Thailand	National Broadcasting and Telecommunications Commission (NBTC) Mr. Chawin KOSARO International Affairs Officer
Member States Thailand	National Broadcasting and Telecommunications Commission (NBTC) Ms. Salita ROITHEANG Senior Level Policy and Planning Officer
Member States Thailand	National Broadcasting and Telecommunications Commission (NBTC) Ms. Rujira THAMMACHAT Director of International Organization Division, International Affairs Bureau
Academias Telecom Centres of Excellence (TCOE) India India (Republic of)	Telecom Centres of Excellence (TCOE) India Mr. Arun Kumar SHARMA Chief General Manager
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<p>Non Member Universiti Teknologi Malaysia Malaysia</p>	<p>Universiti Teknologi Malaysia Mr. Chee Yen (bruce) LEOW Associate Professor bruceleow@utm.my</p>
<p>Non Member National Information Society Agency (NIA) Korea (Republic of)</p>	<p>National Information Society Agency (NIA) Ms. Heeheun LEE Manager</p>
<p>Non Member National Information Society Agency (NIA) Korea (Republic of)</p>	<p>National Information Society Agency (NIA) Mr. Hyeonsoo YANG Director</p>
<p>Non Member National Information Society Agency (NIA) Korea (Republic of)</p>	<p>National Information Society Agency (NIA) Mr. Hyeonsoo YANG Director</p>
<p>Non Member Caption First RH United States of America</p>	<p>Caption First RH Ms. Rochelle HOPKINS Captioner</p>
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Annex 2

5th SC Meeting of the Centers of Excellence Network for Asia and the Pacific Region

14 July 2021 | 13:00 – 15:30 Bangkok time | Virtual

MEETING AGENDA

Agenda
<ol style="list-style-type: none">1. Opening Remarks by Chairman2. ITU Presentation of Q1&2 2021 implementation of courses and training plans for Q3&4 2021 Presentation of the proposed courses for the remaining 6 months of the year3. Presentation of ITU Quality Assurance process4. Post-COVID scenario and CoE updates5. Follow-up of the Global CoE meeting actions6. AOB and closing