Report of the 6th Meeting of the ITU Centres of Excellence (CoE) Steering Committee for Europe

5 November 2021 − Online meeting

Contents

1. INTRODUCTION

The 6th Steering Committee Meeting of the Centers of Excellence (CoEs) Network for Europe Region was held online on 5 November 2021, from 12:00 to 14:00 CET, organized by the ITU Office for Europe. The current CoEs programme cycle which started in January 2019, will last until December 2022. The main objective of the Steering Committees is to govern and provide oversight to the CoE network functioning and operations. The meeting was an opportunity for CoEs to present and discuss their activities, exchange experiences, learn from each other and strengthen collaboration.
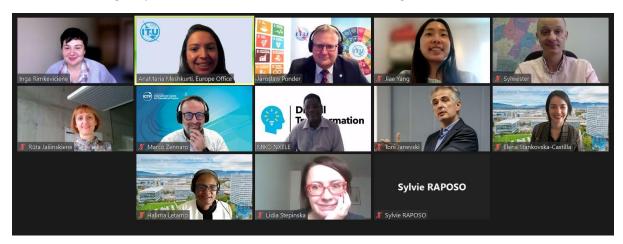

Figure 1 *Virtual group photo*

The meeting commenced by welcome remarks delivered by **Mr Jaroslaw PONDER**, Head of ITU Office for Europe who expressed his appreciation to all participants for their attendance and special gratitude to those who engaged in the strategic review of the CoE programme which will contribute to next year's World Telecommunication Development Conference (WTDC). Mr Ponder also reiterated the importance of the ITU Academy and the CoEs in capacity development in line with the UN Secretary-General's Roadmap for Digital Cooperation. Mr Ponder also shared with the group a series of strategic initiatives in the development sector at the European regional level.

The meeting also confirmed the chairmanship of the Republic of Lithuania represented by **Ms Inga RIMKEVICIENE**, Head of International and Public Relations Division, Strategy Department, Communications Regulatory Authority of the Republic of Lithuania. Ms RIMKEVICIENE thanked the meeting attendees for the confirmation and chaired the 6th Steering Committee Meeting of the CoEs Network for Europe.

The meeting adopted the proposed draft agenda (see Annex 2).

2. MAIN AGENDA

AGENDA ITEM 1: CENTRES OF EXCELLENCE PRESENTATIONS: 2021 IMPLEMENTATION AND TRAINING PLANS FOR 2022

Ms AnaMaria MESHKURTI presented an overview of the status of implementation for all CoEs in the region. In 2021, 21 training courses were planned, and so far 11 were implemented. There are 4 upcoming training courses as well as 4 ongoing ones. 2 face-to-face courses were cancelled. 689 in total registered in the training courses, out of which 649 were trained, 616 were certified. All the reports on the training courses implemented have been received.

Region	CoE	Courses planned	Delivery mode	Start date	End date	Status	Number of participants registered	Number of participants certified	End-of training reports
EUR	FEEIT	Future Broadband: Ultra-broadband Internet, Clouds, IoT and Artificial Intelligence	Online instructor-led	25-May-21	21-Jun-21	implemented	161	140	received
EUR	FEEIT	Future Mobile and Wireless Broadband: LTE-A-Pro, WiFi, Satellites, 5G NR and AI	Online instructor-led	16-Nov-21	13-Dec-21	upcoming			
EUR	ICTP	5G Technologies for IoT	Online instructor-led	7-Jun-21	8-Jun-21	implemented	8	8	received
EUR	ICTP	Application of Satellites IoT Networks	Online instructor-led	15-Nov-21	16-Nov-21	upcoming			
EUR	ICTP	Speech and Natural Language Processing	Online instructor-led	1-Jun-21	30-Jun-21	implemented	2	1	received
EUR	ICTP	Data Privacy, Security & Governance	Online instructor-led	1-Jun-21	7-Jul-21	implemented	2	1	received
EUR	ISS	Cyber Incident Response	Online instructor-led	1-Mar-21	31-Dec-21	ongoing	1		
EUR	ISS	Cyber Security Techniques	Online instructor-led	1-Mar-21	31-Dec-21	ongoing	1		
EUR	ISS	Information Security Management System	Online instructor-led	1-Mar-21	31-Dec-21	ongoing	2		
EUR	ISS	Cyber Risk Management	Online instructor-led	1-Sep-21	31-Dec-21	ongoing	2		
EUR	ISS	Industrial Cybersecurity and Incident Response	face-to-face	20-Sep-21	22-Sep-21	cancelled			
EUR	NIT	Strategic Aspects for Internet Governance and Innovations	Online instructor-led	1-Feb-21	8-Feb-21	implemented	51	43	received
EUR	NIT	Wireless Access Technologies to Internet Network	Online instructor-led	8-Mar-21	15-Mar-21	implemented	122	107	received
EUR	NIT	Security and QoS in Internet Network	Online instructor-led	12-Apr-21	19-Apr-21	implemented	76	73	received
EUR	NIT	Legal, regulatory and technical aspects of Cloud Computing in international data transfers	Online instructor-led	14-Jun-21	21-Jun-21	implemented	46	46	received
EUR	NIT	Technical, business and regulatory aspects of 5G network	Online instructor-led	23-Aug-21	30-Aug-21	implemented	107	99	received
EUR	NIT	QoS Technologies and Regulation for Fixed and Mobile	Online instructor-led	27-Sep-21	4-Oct-21	implemented	90	82	received
EUR	NIT	Key Aspects and Governance of Internet of Things, Big Data and Artificial Intelligence	face-to-face	28-Oct-21	29-Oct-21	cancelled			
EUR	NIT	Legal Aspects of Artificial Intelligence in business, household and public sector	Online instructor-led	6-Dec-21	13-Dec-21	upcoming			
EUR	NRD CS	Building an effective cybersecurity team	Online instructor-led	19-Apr-21	22-Apr-21	implemented	18	16	received
EUR	NRD CS	Incident Response Practice	Online instructor-led	8-Nov-21	11-Nov-21	upcoming			

Table 1 *Implementation status of activities for 2021 (see Annex 3)*

Presentations by Centres of Excellence of their courses for 2022:

· **National Institute of Telecommunications (NIT), Poland**: The basic plan of trainings is the same as in 2021. NIT wants to organize face-to-face trainings in 2022 that were cancelled in 2021 due to COVID-19.

Training course topic	CoE	Dates	Venue	Training fee	Type of training
STRATEGIC ASPECTS FOR INTERNET GOVERNANCE AND INNOVATIONS	NIT	31 January – 7 February	Online	150 USD	Online
WIRELESS ACCESS TECHNOLOGIES TO INTERNET NETWORK	NIT	7-14 March	Online	150 USD	Online
SECURITY AND QOS IN INTERNET NETWORK	NIT	11-18 April	Online	150 USD	Online
LEGAL, REGULATORY AND TECHNICAL ASPECTS OF CLOUD COMPUTING IN INTERNATIONAL DATA TRANSFERS	NIT	13-20 June	Online	150 USD	Online
TECHNICAL, BUSINESS AND REGULATORY ASPECTS OF 5G NETWORK	NIT	22-29 August	Online	150 USD	Online
QOS TECHNOLOGIES AND REGULATION FOR FIXED AND MOBILE	NIT	26 September – 3 October	Online	150 USD	Online
LEGAL ASPECTS OF ARTIFICIAL INTELLIGENCE IN BUSINESS, HOUSEHOLD AND PUBLIC SECTOR	NIT	5-12 December	Online	150 USD	Online
KEY ASPECTS AND GOVERNANCE OF INTERNET OF THINGS, BIG DATA AND ARTIFICIAL INTELLIGENCE	NIT	27-28 October	Warsaw, Poland	500 USD	Face to Face

Table 2 *Plan of training courses of NIT 2022*

- **The Abdus Salam International Centre for Theoretical Physics (ICTP), Italy**: The online course "Introduction to TINYML" will cover the use of AI and IoTs for three days in June.

Training course topic	CoE	Dates	Venue	Training fee	Type of training
INTRODUCTION TO DATA CLASSIFICATION AND INFORMATION PROTECTION	ICTP	1-28 Feb	Online	150 USD	Online
INTRODUCTION TO DATA PROTECTION AND CYBER HYGIENE	ICTP	3-29 April	Online	150 USD	Online
DATA SECURITY CHALLENGES IN THE NEW NORMAL	ICTP	4-30 June	Online	150 USD	Online
AN INTRODUCTION TO TINYML	ICTP	13-15 June	Online	150 USD	Online
INTRODUCTION TO RESEARCH DATA SCIENCE	ICTP	1-26 August	Online	150 USD	Online

Table 3 *Plan of training courses of ICTP 2022*

- **Cyril and Methodius University in Skopje (FEEIT) North Macedonia**: The courses continue in the same manner in 2022 as in 2021. There will be one course at the end of May and another at the end of November, but new contents and titles are updated for 2022.

Training course topic	CoE	Dates	Venue	Training fee	Type of training
NEW BROADBAND INTERNET, CLOUD COMPUTING, IOT/AI AND FUTURE SERVICES	FEEIT	31 May – 27 June	Online	150 USD	Online
5G-ADVANCED MOBILE BROADBAND INTERNET AND NEW SERVICES	FEEIT	22 November - 19 December	Online	150 USD	Online

Table 4 *Plan of training courses of FEEIT 2022*

- **NRD Cyber Security, Lithuania**: The training plan of 2022 is almost the same as 2021. There will be one in spring and another in autumn, both will be most likely to be online due to the presence of COVID-19.

Training course topic	CoE	Dates	Venue	Training fee	Type of training
CSIRT/SOC ESTABLISHMENT AND MODERNISATION	NRD-CS	14-17 March	Online	800 USD	Online
HANDS-ON SCENARIO-BASED TRAINING INCIDENT RESPONSE PRACTICE	NRD-CS	7-10 November	Venue TBC	800 USD	Face to Face

Table 5 *Plan of training courses of NRD-CS 2022*

- **Institute for Security and Safety (ISS), Germany**: There is no difference in the training plan of 2022 compared to the one of 2021. One point was raised with regards to the starting date of the training programs of ISS. Since the internal ITU system needs more time to adjust a new year's plan, it is better to start the trainings from the mid-January at the earliest, not from the 1st of January. This was accepted.

Training course topic	CoE	Dates	Venue	Training fee	Type of training
INFORMATION SECURITY MANAGEMENT SYSTEM	ISS	01 Jan 2022 to 31 Dec 2022	Online	249 USD	Online
CYBER INCIDENT RESPONSE	ISS	01 Jan 2022 to 31 Dec 2022	Online	249 USD	Online
CYBER RISK MANAGEMENT	ISS	01 Jan 2022 to 31 Dec 2022	Online	249 USD	Online
CYBERSECURITY TECHNIQUES	ISS	01 Jan 2022 to 31 Dec 2022	Online	249 USD	Online

Table 6 *Plan of training courses of ISS 2022*

AGENDA ITEM 2: APPROVAL OF THE 2022 TRAINING PLAN

The CoE chair, Ms RIMKEVICIENE, presented the proposed training plan for 2022 and the 2022 training plan was approved by CoEs with no objection.

TRAINING COURSES 2022
STRATEGIC ASPECTS FOR INTERNET GOVERNANCE AND INNOVATIONS
WIRELESS ACCESS TECHNOLOGIES TO INTERNET NETWORK
SECURITY AND QOS IN INTERNET NETWORK
LEGAL, REGULATORY AND TECHNICAL ASPECTS OF CLOUD COMPUTING IN INTERNATIONAL DATA TRANSFERS
TECHNICAL, BUSINESS AND REGULATORY ASPECTS OF 5G NETWORK
QOS TECHNOLOGIES AND REGULATION FOR FIXED AND MOBILE
LEGAL ASPECTS OF ARTIFICIAL INTELLIGENCE IN BUSINESS, HOUSEHOLD AND PUBLIC SECTOR
KEY ASPECTS AND GOVERNANCE OF INTERNET OF THINGS, BIG DATA AND ARTIFICIAL INTELLIGENCE
INTRODUCTION TO DATA CLASSIFICATION AND INFORMATION PROTECTION
INTRODUCTION TO DATA PROTECTION AND CYBER HYGIENE
DATA SECURITY CHALLENGES IN THE NEW NORMAL
AN INTRODUCTION TO TINYML
INTRODUCTION TO RESEARCH DATA SCIENCE
NEW BROADBAND INTERNET, CLOUD COMPUTING, IOT/AI AND FUTURE SERVICES
5G-ADVANCED MOBILE BROADBAND INTERNET AND NEW SERVICES
CSIRT/SOC ESTABLISHMENT AND MODERNISATION
HANDS-ON SCENARIO-BASED TRAINING INCIDENT RESPONSE PRACTICE
INFORMATION SECURITY MANAGEMENT SYSTEM
CYBER INCIDENT RESPONSE
CYBER RISK MANAGEMENT
CYBERSECURITY TECHNIQUES

Table 7 *List of CoE training courses in 2022 (see Annex 4 for the proposals)*

AGENDA ITEM 3: UPDATE ON COE STRATEGIC ISSUES

Mr Mike NXELE presented a review of performance and strategic issues and shared some key findings from consultations.

Key points:

o Global performance of the CoEs for the year:

- · 141 trainings were planned for 2021 and 61 trainings were implemented.

- · The implementation rate in the Europe region is better than in other region, with 15 out of 21 trainings implemented.

- · Some CoEs have very low implementation rates, it is either overplanning or under implementing.

- · CoEs are expected to deliver the minimum requirements (2 courses per priority area) and to engage actively (including participation in SC meetings).

- · CoEs that are continuously non-performing will not be considered for the next cycle.

o CoE strategic review

- · The consultant commenced work in September 2021 and will complete the work by the end of November. It is not yet decided whether it will be made available publicly.

- · Following work has been done:

  Review of CoE network documents; Consultative meeting with ITU (HQ and Regional Offices); Consultations with some CoEs'; Review of information CoEs provided for the feasibility study.

- · The strategic review will provide recommendations on the ITU CoE strategy and may propose changes to the operations of the CoE network.

o End of 2019-2022 cycle activities

- · Performance evaluation process to be initiated based on the course delivery during the cycle. This will cover implementation of courses over the four years; measures taken to address the mid-cycle concerns raised, where applicable; promotional strategies and efforts made to ensure courses have participants; participation in Steering Committee meetings and other CoE activities organized by ITU.

- · Performance scores will be taken into consideration for those CoEs who may wish to apply to be part of the 2023-2026 cycle.

- · CoE feedback form will be sent out to all active CoEs to evaluate their experience during the cycle.

o 2022 CoE webinars

- · Over 50% stated that they prefer that webinar to be once every 6 months.

- · The survey showed a 50/50 tie on whether to have global webinars or regional webinars.

- · Over 75% stated that the webinars should cover both subject specific topics and methodology focused topics:

  - - For webinar topics on methodology answers were narrowed down to: Social media marketing and promotion including engagement with participants during and post course delivery; Trends and best practices of online training, including e-learning techniques and pedagogical strategies.

  - - For subject-based webinar topics the following were prioritized: IoT, 5G, Cybersecurity, Artificial Intelligence, and Beyond 5G.

- · ITU will plan for two webinars 2022 (one in the first half and another in the second half of the year).

AGENDA ITEM 4: DISCUSSION ON PROMOTIONAL ACTIVITIES CARRIED OUT BY COES AND ITU FOR THE PAST YEAR

Ms Halima LETAMO presented an overview of discussion on promotion of CoE courses carried out by

ITU and CoEs.

Key points:

- Currently CoE courses are promoted through the use of the CoE's selected advertising media and the ITU Academy platform.

- These Strategies can be enhanced through:

    - using promotion tools that are accessible globally and have a world-wide presence.

    - multiple promotional strategies used together to complement each other, increasing the changes of reaching different society segments.

    - using strategies based on current technologies to reach the market earlier than other providers and in time for the annual training planning of potential clients.

    - intentionally planning and committing to specific promotional activities annually.

- As a response to the recurring request by CoEs for support to promote courses, and the observation by CoEs during the Global meeting that they need to invest in marketing and promotion of courses, ITU proposes the following plan, to be implemented and progress reported in the next SC meeting.

- The following issues were raised during the discussion:

    - An idea was suggested that official ITU social media channel and emails should be the most important tools. Social media channels of other CoEs should be secondary tools.

    - It is mentioned that ITU does not force any CoE to use specific marketing tool only give some suggestions to help promotion.

    - For ICTP, LinkedIn will be used as a promotion tool for the next activities

    - For NRD Cyber Security, Social media channels help approach people, but the better tools are direct calls and emails to specific partner organizations. Preparing promotional contents are under the consideration, such as flyers and videos.

    - For NID, promotion on social media channels would be for the purpose of redirecting potential participants to their own website and course page.

    - Testimonials is a new visual impact that ITU decided to integrate. Positive feature with good appraisal on the courses will be displayed on the website.

    - The CoEs thanked the ITU Office for Europe for providing marketing support for them.

Activity	Description	Medium	Impact	Implementer
Include courses as part of events.	If an event is held in X topic, when advertising the event, list the courses linked to that topic which are available on the ITU Academy platform, especially on the event website.	Event webpages and other promotional materials	This will expand the target market for the CoE courses	ITU
Promote participation of CoEs in ITU regional and global capacity development events	Provide a space for CoEs to showcase their work at ITU capacity building events.	Events	This will provide a regional and global marketing platform for CoEs as well as opportunities to network	ITU
Provide information on review of courses	On the ITU Academy website, provide information on reviews of courses done by attendees for public viewing.	ITU Academy website	This might encourage some participants to take the courses when they are re-run and improve visibility of the outcome of the CoE courses.	ITU
Send push messages on upcoming courses	Provide option for visitors of the ITU Academy to indicate their interest in receiving information on future courses. An update is sent to them once a month on the upcoming courses in the areas of interest they indicated.	ITU Academy website, emails	This will allow ITU to send targeted messages to potential participants who have indicated their preferences, thus increasing the chances of enrolment	ITU
CoEs to publish reviews of the courses by their respective attendees	CoEs encouraged to ensure end of course evaluations are analyzed, and results shared with ITU for publishing of the ITU Academy website	ITU Academy website	This will encourage other participants to take the CoE courses if they see they are well rated by previous participants	CoEs
CoEs to create social media promotional content.	CoEs to create snapshot videos and or ppt slides (social media compatible) of what the course will be about to be used on social media platforms	Videos and ppt slides	This will expand the target market for the CoE courses	CoEs
CoEs to use social media to promote courses.	Post at least 1 promotional message per course on 1 social media platform and tag ITU's respective accounts to increase visibility when advertising new courses	Social media platforms	This will expand the target market for the CoE courses	CoEs
CoEs to include variety of incentives for taking courses	CoEs can prepare their courses in modular version. If three courses are taken on the same topic one can earn a discount for the third module. Or discount applied for the second course taken with the same CoE .. e.t.c	Incentives highlighted on course catalogue	This will encourage the participants to return to the same CoE for additional courses	CoEs
Use the Steering Committee (SC) platform to plan promotional strategies and monitor progress	As part of the SC agenda, include a session on recommendations for new promotional strategies and report on progress made	SC meetings	Assessing progress on implementing the promotional strategies will allow planning for more strategies or re-aligning if necessary	ITU/CoEs

Table 8 *Plan for promotion of CoE courses*

Activity	Description	List of events	What worked well	Challenges
Include courses as part of events.	If an event is held in X topic, when advertising the event, list the courses linked to that topic which are available on the ITU Academy platform, especially on the event website.	• Workshop on Digital Skills Assessment Guidebook for Africa • ILO-ITU Joint programme on Boosting decent jobs for you in the digital economy in Africa, Senehal, Cote d´Ivoire, Kenya and Nigeria • ITU Regional Forum for Europe on Meaningful Connectivity • Accessible Europe 2021: ITU-EC Forum for Europe • ITU Regional Engagement Roundtable for Europe • ITU Regional Innovation Forum for Europe • The Regional Preparatory Meeting for WTDC-21 for Asia and the Pacific (RPM-ASP) 09 - 10 March 2021, Virtual • ITU- Industry Meeting for Asia and the Pacific- 27 May, Virtual • ITU Global Symposium for Regulators for Asia and the Pacific- 8-9 June, Virtual • Digital Skills Assessment Webinar- 13 July 2021 • Emerging Technology for Connectivity: Accelerating Digital Transformation in LDCs, LLDCs and SIDS- July 2021 • TSDSI & ITU launch a Webinar Series on "Digital Technology Innovations – Case Studies from India and the Asia-Pacific Region" • ITU 2021 Global Cyber Drill for Asia and the Pacific and CIS Interregional Meeting- 15 September, Virtual	Some enquiries on CoE courses which indicate a generation of interest.	Measuring the effectiveness and competition with ICT players in the area of emerging tech space- IoT, AI, Blockchain, etc
Promote participation of CoEs in ITU regional and global capacity development events	Provide a space for CoEs to showcase their work at ITU capacity building events.	• Taller Multisectorial sobre el papel de las TIC para el manejo de desastres y la reducción del riesgo 14 al 16 de septiembre 2021 • AFR CoE catalogue posted on the events' regional capacity development page • Workshop on Digital Skills Assessment Guidebook for Africa • ITU Regional Forum for Europe on Digital Skills Development • 1. Asia and the Pacific Regional Development Forum-Developing ICT Capacity in Asia and the Pacific- 4th December 2021- IoT Academy • 2. 11 September, 10:30 – 12:30, 2021, Virtual Virtual Information Session on Distributed Ledger Technology (including Blockchain)- CAICT	CoEs can prepare a presentation and share what is that they do and their area of expertise	Regional events that target only the stakeholders in the region and do not provide reach to the international market
Provide information on review of courses	On the ITU Academy website, provide information on reviews of courses done by attendees for public viewing.	Awaiting CoEs to share testimonials to be uploaded on that page.	Dedicated central place where course praise can be viewed by any visitor of the platform. Greater advertisement not just of the course but also of the CoE.	CoEs need to obtain permission from participants to be featured (inf. required include s picture, name and occupation).
Send push messages on upcoming courses	Provide option for visitors of the ITU Academy to indicate their interest in receiving information on future courses. An update is sent to them once a month on the upcoming courses in the areas of interest they indicated.	Regional twitters Monthly course compaigns Regional course catalogues sent out at the beginning of the year	We have established regular users, esp. among regulators and comm. authorities in various countries, who book group enrolments thanks to these reminders. Growing participation from other regions by 50% in the ASP region	Course dates keep changing making newsletter information obsolete or inconsistent.
Use the Steering Committee (SC) platform to plan promotional strategies and monitor progress	As part of the SC agenda, include a session on recommendations for new promotional strategies and report on progress made	Done hence this Item in the agenda of the SC meetings.	N/A	N/A

Table 9 *Report on Promotion Activities*

AGENDA ITEM 5: COE OPERATIONAL ISSUES- ITU (HQ) MAKES A PRESENTATION WHICH

HIGHLIGHTS THE FOLLOWING OPERATIONAL ISSUES

Ms LETAMO presented an update on operational issues regarding planning and implementation, transition to online modules, and several reminders for CoEs.

Key points:

o Updates on the planning and implementation of courses

- This year the annual planning has begun earlier than in the previous years due to the QA process.

- Some CoEs have submitted their training outlines in time which helped with the planning.

- CoEs should stick their courses to the mandate of ITU.

- CoEs who have not submitted their outlines for evaluation in time will have their courses not approved during the SC. This will result in SC approving incomplete training plans for the year which is a waste of SC time; Delay in compiling the 6 months/annual training catalogue (both regional and global)/ Delay in promotion of courses.

o Updates on the transition from face-to-face to online courses

CoEs still struggle to go fully online, due to the nature of the courses or depending on the competency of trainers.

ITU works as a focal point to support trainers and to ensure the same quality and effectiveness that trainers would otherwise have achieved in face-to-face courses.

Online courses are cheaper 75 USD to 150 USD and attract higher numbers of participants with the flexible delivery as well as more affordable fee. It was noticed that courses that run at higher prices attract lower participants.

Most CoEs use moodle/zoom plug in/ Teams, and have a view of live interaction happening during the specific course.

o Reminders for CoEs

- Online tutors/trainers must familiarize themselves in advance with the online platform

- ITU Academy administrators do not create accounts for users and do not enroll participants. Participants should do that on their own.

- The trainers must upload materials, set up quizzes and assignments, forums and chats and monitor participants, the ITU Academy administrators do not do this (trainers can reach out to ITU academy administrators if they need help).

- CoE coordinators should monitor training and ensure trainers fully engage participants.

- Enrolments for paid courses should occur only after payments are in effect, not before

- End-of-training report submission, with complete scoring table and financial report, is imperative and should be submitted within a month of the end of the course.

3. CLOSING

The meeting ended with closing remarks from Mr Ponder. Mr Ponder mentioned that the ITU Centres of Excellence (CoE) 2022 programme catalogue will be officially published on the 8th of November on the website. Also, it is mentioned that this 6th Steering Committee Meeting of the Centers of Excellence Network for Europe Region was held taking into account the Telecommunication Development Advisory Group (TDAG) meeting, scheduled from the 8th to 12th November.

Ms RIMKEVICIENE expressed sincere thanks again to all the participants and appreciations for the efforts of the ITU Secretariat, in particular teams of the ITU Office for Europe and Capacity and Digital Skills Development Division, in facilitating the smooth running of the meeting. Ms RIMKEVICIENE also invited CoEs to contact ITU colleagues in case they have some ideas on how to improve the programmes for the next cycle. Ms RIMKEVICIENE finally encouraged the ITU colleagues to join another meeting regarding WTDC, planned on November 22, 2021.

ANNEX 1: LIST OF PARTICIPANTS

Centres of Excellence

1. Toni JANEVSKI, FEEIT, North Macedonia

2. Ruta JASINSKIENE, NRD Cyber Security, Lithuania

3. Sylwester LASKOWSKI, NIT, Poland

4. Marco ZENNARO, ICTP, Italy

Member States Hosting the Centres of Excellence

5. Inga RIMKEVICIENE, Head of International and Public Relations Division, Strategy Department, Communications Regulatory Authority of The Republic of Lithuania (Chairperson of Steering Committee)

6. Lidia STEPINSKA-USTASIAK, Office of Electronic Communications, Republic of Poland (Chairperson of GCBI)

7. Johan GROSS, Germany

International Telecommunication Union

8. Jaroslaw PONDER, Head of ITU Office for Europe, ITU

9. Mike NXELE, Capacity and Digital Skills Development Division, ITU

10. Halima LETAMO, Capacity and Digital Skills Development Division, ITU

11. AnaMaria MESHKURTI, Programme Officer, ITU Office for Europe, ITU

12. Elena STANKOVSKA-CASTILLA, Capacity and Digital Skills Development Division, ITU

13. Sylvie RAPOSI, Capacity Development Admin. Coordinator, Capacity and Digital Skills Development Division, ITU

14. Jiae YANG, Junior Policy Analyst, ITU Office for Europe, ITU

ANNEX 2: AGENDA OF THE 6th MEETING OF THE STEERING COMMITTEE

Time	Items
12:00 – 12:05	**Opening** • Welcome remarks by ITU (Regional office) **Group photo**

12:05 – 12:45	**Agenda Item 1: Centres of Excellence presentations: 2021 implementation and training plans for 2022**
	
	ITU will share the status of implementation for each CoE. Each CoE will report on the implementation of their 2021 activities. Each presentation should cover the courses that were implemented throughout the entire year (number of participants, feedback received, certificates issues etc), issues faced, and lessons learnt, including those from COVID-19.
	
	Each CoE will also present their proposals for the training courses they are planning to deliver in 2022, including the topics, exact dates, training fees charged, audience targeted etc. The objective of the discussion is to agree on the draft training schedule for 2022.
	    • ITU (Regional office for Europe)
	        o Current status of implementation for All CoEs in the region
	    • CoE presentation of their 2022 courses

12:45 – 12:55	**Agenda Item 2: Approval of the 2022 training plan** The CoE chair presents the proposed training plan for 2022 and invites the CoEs to approve the plan.

12:55 – 13:15	**Agenda Item 3: Update on CoE strategic issues**
	
	ITU updates CoEs on the issues relating to the implementation of the CoE strategy and the process towards the end of the CoE cycle.
	
	    • ITU (HQ) updates on
	        o Global performance of the CoEs for the year
	        o CoE strategic review
	        o End of cycle activities
	        o 2022 CoE webinars

13:15 – 13:45	**Agenda Item 4: Discussion on promotional activities carried out by CoEs and ITU for the past year.** Open discussion with CoEs to answer the below questions. ITU will also present a brief overview of ITU's promotional strategy.

	Discussion with CoEs on the below questions
	
	    o From the promotional activities shared during the mid-year SC meeting, which ones did you use to advertise/promote your courses?
	    o That are the two main success you had with the promotion and what are the two main challenges?
	    o How do you evaluate the success of your promotion? • Presentation by ITU (HQ)

13:45 – 14:00	**Agenda Item 5: CoE operational Issues- ITU (HQ) makes a presentation which highlights the following operational issues**
	
	    • Updates on the planning and implementation of courses
	    • Updates on the implementation of the quality assurance process
	    • Updates on the transition from face to face to online courses
	    • Reminders for CoEs
	Discussion

14:00	**Closing**

ANNEX 3: IMPLEMENTATION OF CoE TRAINING ACTIVITIES 2021

Region	CoE	Courses planned	Delivery mode	Start date	End date	Status	Number of participants registered	Number of participants certified	End-of training reports
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EUR	FEEIT	Future Mobile and Wireless Broadband: LTE-A-Pro, WiFi, Satellites, 5G NR and AI	Online instructor-led	16-Nov-21	13-Dec-21	upcoming			
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EUR	ICTP	Data Privacy, Security & Governance	Online instructor-led	1-Jun-21	7-Jul-21	implemented	2	1	received
EUR	ISS	Cyber Incident Response	Online instructor-led	1-Mar-21	31-Dec-21	ongoing	1		
EUR	ISS	Cyber Security Techniques	Online instructor-led	1-Mar-21	31-Dec-21	ongoing	1		
EUR	ISS	Information Security Management System	Online instructor-led	1-Mar-21	31-Dec-21	ongoing	2		
EUR	ISS	Cyber Risk Management	Online instructor-led	1-Sep-21	31-Dec-21	ongoing	2		
EUR	ISS	Industrial Cybersecurity and Incident Response	face-to-face	20-Sep-21	22-Sep-21	cancelled			
EUR	NIT	Strategic Aspects for Internet Governance and Innovations	Online instructor-led	1-Feb-21	8-Feb-21	implemented	51	43	received
EUR	NIT	Wireless Access Technologies to Internet Network	Online instructor-led	8-Mar-21	15-Mar-21	implemented	122	107	received
EUR	NIT	Security and QoS in Internet Network	Online instructor-led	12-Apr-21	19-Apr-21	implemented	76	73	received
EUR	NIT	Legal, regulatory and technical aspects of Cloud Computing in international data transfers	Online instructor-led	14-Jun-21	21-Jun-21	implemented	46	46	received
EUR	NIT	Technical, business and regulatory aspects of 5G network	Online instructor-led	23-Aug-21	30-Aug-21	implemented	107	99	received
EUR	NIT	QoS Technologies and Regulation for Fixed and Mobile	Online instructor-led	27-Sep-21	4-Oct-21	implemented	90	82	received
EUR	NIT	Key Aspects and Governance of Internet of Things, Big Data and Artificial Intelligence	face-to-face	28-Oct-21	29-Oct-21	cancelled			
EUR	NIT	Legal Aspects of Artificial Intelligence in business, household and public sector	Online instructor-led	6-Dec-21	13-Dec-21	upcoming			
EUR	NRD CS	Building an effective cybersecurity team	Online instructor-led	19-Apr-21	22-Apr-21	implemented	18	16	received
EUR	NRD CS	Incident Response Practice	Online instructor-led	8-Nov-21	11-Nov-21	upcoming			

ANNEX 4: TRAINING PROPOSALS 2022

NO	Training course topic	CoE	Dates	Venue	Training fee	Type of training
1.	INFORMATION SECURITY MANAGEMENT SYSTEM	ISS	15 Jan – 31 Dec	Online	249 USD	Self-paced
2.	CYBER INCIDENT RESPONSE	ISS	15 Jan – 31 Dec	Online	249 USD	Self-paced
3.	CYBER RISK MANAGEMENT	ISS	15 Jan – 31 Dec	Online	249 USD	Self-paced
4.	CYBERSECURITY TECHNIQUES	ISS	15 Jan – 31 Dec	Online	249 USD	Self-paced
5.	INTRODUCTION TO DATA CLASSIFICATION AND INFORMATION PROTECTION	ICTP	1-28 Feb	Online	150 USD	Online
6.	STRATEGIC ASPECTS FOR INTERNET GOVERNANCE AND INNOVATIONS	NIT	3 – 10 Feb	Online	150 USD	Online
7.	WIRELESS ACCESS TECHNOLOGIES TO INTERNET NETWORK	NIT	4-14 Mar	Online	150 USD	Online
8.	CSIRT/SOC ESTABLISHMENT AND MODERNISATION	NRD-CS	14-17 Mar	Online	800 USD	Online
9.	INTRODUCTION TO DATA PROTECTION AND CYBER HYGIENE	ICTP	3-29 Apr	Online	150 USD	Online
10.	SECURITY AND QOS IN INTERNET NETWORK	NIT	11-18 Apr	Online	150 USD	Online
11.	NEW BROADBAND INTERNET, CLOUD COMPUTING, IOT/AI AND FUTURE SERVICES	FEEIT	31 May – 27 June	Online	150 USD	Online
12.	DATA SECURITY CHALLENGES IN THE NEW NORMAL	ICTP	4-30 June	Online	150 USD	Online
13.	LEGAL, REGULATORY AND TECHNICAL ASPECTS OF CLOUD COMPUTING IN INTERNATIONAL DATA TRANSFERS	NIT	13-20 June	Online	150 USD	Online
14.	AN INTRODUCTION TO TINYML	ICTP	13-15 June	Online	150 USD	Online
15.	INTRODUCTION TO RESEARCH DATA SCIENCE	ICTP	1-26 Aug	Online	150 USD	Online
16.	TECHNICAL, BUSINESS AND REGULATORY ASPECTS OF 5G NETWORK	NIT	22-29 Aug	Online	150 USD	Online
17.	QOS TECHNOLOGIES AND REGULATION FOR FIXED AND MOBILE	NIT	26 Sept – 3 Oct	Online	150 USD	Online
18.	HANDS-ON SCENARIO-BASED TRAINING INCIDENT RESPONSE PRACTICE	NRD-CS	7-10 Nov	Online	800 USD	Online
19.	5G-ADVANCED MOBILE BROADBAND INTERNET AND NEW SERVICES	FEEIT	22 Nov - 19 Dec	Online	150 USD	Online

20.	LEGAL ASPECTS OF ARTIFICIAL INTELLIGENCE IN BUSINESS, HOUSEHOLD AND PUBLIC SECTOR	NIT	5-12 Dec	Online	150 USD	Online
21.	KEY ASPECTS AND GOVERNANCE OF INTERNET OF THINGS, BIG DATA AND ARTIFICIAL INTELLIGENCE	NIT	27-28 Oct	Warsaw, Poland	500 USD	Face to Face