



**Telecommunication
Development Bureau (BDT)**

Ref.: Circular BDT/PKM/HCB/024

Geneva, 10 June 2019

Administrations of ITU Member States,
National Regulatory Authorities,
ITU-D Sector Members and
ITU-affiliated academic and research institutes

Subject: ITU/Rohde & Schwarz ITU Academy training workshop on "Implementation of radio monitoring systems according to ITU-R recommendations", Singapore, 2-6 September 2019

Dear Sir/Madam,

I am pleased to invite your organisation to participate in a face-to-face training workshop on **"Implementation of radio monitoring systems according to ITU-R recommendations"** to be held **from 2 to 6 September 2019** at the Rohde & Schwarz Regional Learning Center in Singapore. The workshop is part of the ITU Academy training portfolio and will be conducted within the framework of a capacity-building partnership between the International Telecommunication Union (ITU) and Rohde & Schwarz GmbH & Co. (R&S).

The workshop will, among other topics, focus on the following:

- Introduction to spectrum monitoring
- ITU reports, recommendations and handbooks related to monitoring
- Monitoring and radio regulations
- International cooperation in spectrum monitoring
- Monitoring antennas and receivers
- DF and radiolocation basics
- Signal analysis
- Computer-aided spectrum monitoring

The draft programme of the workshop is attached as an Annex.

Target group

The workshop targets professional and technical staff from government, operators and regulatory agencies responsible for planning, implementation and operation of spectrum monitoring systems. Participants must have at least three years of professional experience in the area. While the workshop is targeting participants from the Asia-Pacific region, participants from other regions are also welcome.

Registration

Interested participants are kindly requested to register online on the ITU Academy portal at <https://academy.itu.int/> and send their CV to hcbmail@itu.int no later than **2 August 2019**. Please note that due to space and organizational reasons, the **total number of participants is limited to 20**.

Although there is no training fee charged for participating in this workshop, all expenses concerning travel, accommodation and meals are expected to be borne by the participants.

Fellowship

Member States eligible to receive ITU fellowships are those listed by the United Nations as developing countries, which also include the least developed countries, small island developing states, landlocked developing countries and countries with economies in transition. I am pleased to inform you that ITU will provide one partial fellowship (covering only daily subsistence allowance in Singapore) per Administration. Member States are encouraged to consider gender balance and the inclusion of participants with disabilities and with specific needs when proposing candidates for fellowships.

Fellowship applications must be authorized by the relevant administration of the ITU Member State and submitted, by e-mail to fellowships@itu.int or by fax: +41 22 730 57 78, **no later than 2 August 2019**. The final selection of candidates will be carried out by ITU. Forms received after the deadline will not be considered.

Additional information

Please note that the workshop will be conducted in English only and participants are therefore required to have a good working knowledge of this language.

Additional information on this workshop, including a list of recommended hotels, can be found on the ITU Academy website at <https://academy.itu.int/>. Confirmed participants are kindly requested to contact Ms Sharon Chan (tel: +65 6307 0032, email: sharon.chan@rohde-schwarz.com) from Rohde & Schwarz Singapore, for any questions concerning logistics, such as the venue and invitation letters, if necessary, for visa application. For any other questions concerning this workshop please contact Ms Susan Teltscher, Head, Human Capacity Building Division, ITU/BDT (tel: +41 22 730 6315, email: hcbmail@itu.int).

I am looking forward to your positive response and active participation in this workshop. I would highly appreciate it if you could circulate this invitation among relevant stakeholders in your country that could benefit from this joint effort by ITU and R&S.

Yours faithfully,

[Original signed]

Doreen Bogdan-Martin
Director

Annex: Draft programme