



**Telecommunication
Development Bureau (BDT)
Regional Office for Africa**

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Addis Ababa, 15th July 2016

Administrations of ITU Members States,
Regulators and ITU-D Sector Members and
Academia in Africa

Subject: **ITSO face-to-face training on "Satellite Communications" for English speaking countries in Africa – Nairobi, Kenya, 8-12 August 2016**

Dear Sir/Madam,

On behalf of the International Telecommunication Union (ITU), we would like to invite your organization to participate in a face-to-face training on "**Satellite Communications**" for English speaking countries in Africa, to be held in Nairobi, Kenya, from **8 to 12 August 2016**. The training will be hosted by African Advanced Level Telecommunications Institute (AFRALTI).

The training is part of a capacity building partnership entered into between the ITU and International Telecommunications Satellite Organization (ITSO) for the delivery of satellite communications training. This training will be facilitated by two experts with extensive experience in satellite communications.

This training is addressed to regulators and operators in the telecommunication sector. It covers a wide range of issues relating to satellite communications and regulatory issues, including the role of regional and international satellite communications organizations. It will be delivered in English.

The following topics will be addressed:

- Basics of satellite communications
- Policy and regulatory guidelines for satellite services
- Network planning and link budget analysis
- VSAT installation and maintenance
- VSAT Equipment and bandwidth procurement
- Radio regulations.

If you wish to participate in this training, please complete the attached Registration form (Annex 1) and return it no later than **August 3rd, 2016** by fax or e-mail to the contact persons indicated on the form.

Please note that there is no attendance fee charged to participate in this training. However, participants are responsible for their travel, accommodation and related expenses in Nairobi, Kenya.

Additional information on this face-to-face training, including the programme and an information note for participants, as well as the list of recommended hotels, can be found on the ITU Academy portal at: <http://academy.itu.int/index.php/events>. Mrs Aminata KABA, ITU Area Office in Dakar, is at your full disposal should you require any further information (email: aminata.kaba@itu.int; tel: +221 33.859.70.22).

We look forward to your active participation and invaluable contribution.

Yours faithfully,



Andrew Rugege
Regional Director for Africa and
Liaison to ECA and AU