

Geneva, 11 April 2007

Ref: DM-07/1014
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To: ALL WSIS Stakeholders
-- Governments
-- Private Sector
-- Civil Society
-- International Organisations

Subject: **Joint Facilitation Meeting on Action Lines C2, C4, and C6**
16 May 2007, ITU Headquarters, Geneva, Switzerland

Dear Sir/Madam,

With a view to encouraging synergies across the action lines focusing on information and communication infrastructure, capacity building, and the enabling environment and participation by stakeholders, a jointly facilitated meeting (with UNDP) on WSIS Action Lines C2, C4 and C6 will be held on 16 May 2007 at ITU Headquarters (Room K) in Geneva, Switzerland from 9:00–15:00. The purpose of the meeting is to discuss the WSIS multi-stakeholder implementation process for WSIS Action Lines. A draft agenda for the meeting is attached.

The meeting is open to all WSIS stakeholders that are interested and involved in the implementation process in the field of information and communication infrastructure, capacity building, and enabling environment.

The meeting will be held in conjunction with a cluster of WSIS-related events (14-25 May 2007) surrounding World Telecommunication and Information Society Day (17 May). More information about the scheduling of these events and further details are available at www.itu.int/wsis/implementation/cluster2007.html.

More detailed information on the event and meeting documents can be found on the website at <http://www.itu.int/wsis/implementation/>. Registration and badge requests for this event can be done online through this website as of 2 April 2007. Information about Geneva travel arrangements can be found at www.itu.int/travel/.

The focus will be on encouraging discussion on promising approaches and key issues that need to be addressed to facilitate implementation. Stakeholders interested in sharing a written contribution for the 16 May meeting on issues/lessons/ways forward from their related activities are invited to contact infrastructure@itu.int before 25 April 2007.

Yours faithfully,

(signed)

Dr. Hamadoun TOURÉ
Secretary-General

Enclosed: Agenda



BUILDING THE INFORMATION SOCIETY

**Joint Facilitation Meeting on Action Lines C2, C4, and C6
16 May 2007, ITU Headquarters, Geneva, Switzerland**

Open to all WSIS Stakeholders, including ITU membership

ITU HQ, Geneva, Wednesday May 16, 9.00 – 15.00
Rooms K, Montbrillant Building, ITU (2, Avenue Varembeé)

DRAFT AGENDA

9:00 – 9:30	Welcome & Opening remarks
9:30 – 10:30	Action Line C2: Information and Communication Infrastructure
10:30 – 11:30	Action Line C6: Enabling Environment
11:30 – 11:45	Coffee break
11:45 – 12:45	Action Line C4: Capacity Building
12:45 – 14:00.	Lunch break
14:00 – 15:00	Round Table