

**eSEE Working Group Meeting,  
Date and time of the meeting 11:00h, Tuesday, 16 December 2003  
Venue: Swiss mission, Luxembourg Square, 1050 Brussels, Belgium**

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**Draft Agenda of the Meeting**

- 11.00 Welcoming addresses**  
Dr. Erhard Busek-SC of the SP for SEE or  
Mr. John Riddle DSC of the SP and/or  
Mr. Bernd Langeheine, Director, Regulatory Framework, IS Directorate General  
European Commission
- 11.15 Introductory remarks**  
Dr. Marijana Vidas Bubanja, Chair of the eSEE Working Group  
Mr. Bernard Snoy, Director of the WTII
- 11.30 Adoption of the Agenda of the Meeting**
- 11.35 Progress Report**
- I) Briefing on the progress made since the Tirana meeting in the signatory countries in relation to:*
- a) Guidelines for the National Strategies for IS Development, and
  - b) Unified Terms of Reference for the establishment of the Cabinet Level Body for IS Development
- II) Next steps to fulfil the commitments of the eSEE Agenda*
- Appointed Senior Policy Officials/ e-Envoys: 10-15 minute oral presentations. Presenters are asked to submit a one page summary in written format on the situation in each country. Exchange of views.
- 13.00 Lunch break**
- 14.30 Report on recent developments**
- Dr. Pantelis Angelidis, Director, INA`s work on security and cyber crime, proposals for technical assistance in this area  
Report from Mr. Branislav Andjelic, eEnvoy of Serbia, about the SEE Conference on Regional Security through Data Protection  
Report from the Chair on her participation to the CEI Economic Summit  
Report on the World Information Society Summit in Geneva by Mr. Mario Apostolov, Economic Affairs Officer, UNECE

**15.00 Preparation of Budapest Conference**

Mr. Pedro de Sampaio Nunes, Director, IS Strategy, IS Directorate-General,  
European Commission  
Statements by the Appointed Senior Policy Officials/ e-Envoys  
Drafting of Common Declaration by the Working Group

**15.30 Action plan for 2004**

Introduction by Dr. Marijana Vidas Bubanja, Chairperson of the Working Group  
Mr. Yuri Misnikov, ICT for Development Regional Coordinator, UNDP  
Other inputs from International Institutions  
Mr. Bernard Snoy, Director of the WT II  
General discussion

**16:30 Announcing ICT related conferences and events in the region**

- eSEE Benchmarking Workshop, Briefing by Benchmarking Taskforce
- e-Governance Training,  
February 2004, Tallinn, Estonia
- Regional NISP Guidelines Workshop,  
March 2004, Sarajevo, Bosnia and Herzegovina

**INA Academy Seminars, Spectrum Management Series**

- 3c. Seminar 3 – “Measurements and Techniques”  
Place: TBD, Date: Q1 2004
- 3d. Seminar 4 – “Cross-Border Issues”  
Place: TBD, Date: Q2 2004

**16.45 Conclusions of the meeting**