

## Anders Halvorsen

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**From:** Anders Halvorsen  
**Sent:** Friday, February 17, 2017 1:26 PM  
**To:** Jim Poisant  
**Subject:** [URGENT] WITSA Nepal BOD Meeting RSVP before Monday  
**Attachments:** V10 Nepal Agenda.doc; WITSA\_Nepal'17\_EventDetails\_v2.ppt

**Importance:** High

February 17, 2017

TO: Members of the World Information Technology and Services Alliance (WITSA)  
FR: Dr. Jim Poisant, Secretary General  
RE: **[URGENT] WITSA Nepal BOD Meeting RSVP before Monday**

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Dear Colleagues,

Further to our previous messages, we kindly ask all Board of Directors that have not already done so to urgently let us know about their attendance at our March 4-5 meetings (either in person or remotely) prior to Monday next week, February 20<sup>th</sup>.

Kindly also know that we now have confirmed a welcome reception as well on March 3<sup>rd</sup> at Hotel Annapurna (see attached itinerary).

Please note that various optional day tours are also available for you or your spouse while in Kathmandu. Please see the attached itinerary for details.

Best regards,  
Jim

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February 3, 2017

TO: Members of the World Information Technology and Services Alliance (WITSA)  
FR: Dr. Jim Poisant, Secretary General  
RE: **WITSA Nepal BOD Meeting Agenda (RSVP)**

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Dear Colleagues,

Further to our previous announcements, please find attached a draft agenda for our March 5 Board of Directors meeting. **If you have not already done so, please RSVP regarding your attendance (in person or via remote participation).** Directors' participation is particularly important during the Decision Block. Call-in details are provided in the attached agenda.

Kindly note that we will also be holding our committee meetings in Kathmandu the previous day, on Saturday, March 4<sup>th</sup>.

Additional documents and meeting information will be provided shortly.

We are looking forward to seeing you soon in Kathmandu!

Best regards,  
Jim

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January 12, 2017

TO: Members of the World Information Technology and Services Alliance (WITSA)  
FR: Dr. Jim Poisant, Secretary General  
RE: **[HOTEL INFORMATION] Next WITSA BOD and Committee Meetings; March 3-5, 2017 [RSVP]**

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Dear Colleagues,

Further to our December 19<sup>th</sup> announcement (below), we are pleased to provide you with hotel information for our March 3-5 meetings in Kathmandu, Nepal. All our meetings will take place at the Hotel Annapurna ([www.annapurna-hotel.com](http://www.annapurna-hotel.com)). To make your room reservations, kindly contact **Atma Prasad Khanal** at [atma.khanal@annapurna.com.np](mailto:atma.khanal@annapurna.com.np) (Mobile No 0097709801049458/ 9841349458). Complete contact details below:

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**Atma Prasad Khanal**  
Sales Executive

**Hotel Annapurna** | PO Box 140 | 1245 Durbar Marg  
Kathmandu – 1 | 44600 | Nepal

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An agenda and meeting documents will be circulated shortly.

Kindly let us know about your attendance as soon as possible.

We are looking forward to seeing you in Nepal!

Best regards,  
Jim

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December 19, 2016

TO: Members of the World Information Technology and Services Alliance (WITSA)  
FR: Dr. Jim Poisant, Secretary General  
RE: **MARK YOUR CALENDARS: Next WITSA BOD and Committee Meetings; March 3-5, 2017 [RSVP]**

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Dear Colleagues,

I would like to take this opportunity to wish all you a Happy New Year and I am looking forward to working with you on the many exciting projects we are planning for 2017. As was previously agreed, our member association in Nepal, the Federation of Computer Association Nepal (CAN Federation), has kindly agreed to host our next Committee and Board meetings in Kathmandu, Nepal from March 3-5, 2017.

A detailed itinerary and Information regarding venue and hotel options will be circulated shortly.

Please see visa requirements for your respective countries at <http://www.nepalimmigration.gov.np/>. Should you require an invitation letter, please contact Cathryn Rainey at [crainey@witsa.org](mailto:crainey@witsa.org) (with a Cc. to Anders Halvorsen at [ahalvorsen@witsa.org](mailto:ahalvorsen@witsa.org)).

We hope to seeing many of you in Kathmandu and look forward to receiving your RSVPs as soon as possible.

Best Regards,  
Jim

*Dr. James H. Poisant*  
Secretary General

World Information Technology and Services Alliance (WITSA)  
*"Fulfilling the Promise of the Digital Age"*



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