

July 15, 2013

COMPOSITION OF AND TERMS OF REFERENCE FOR THE BIIPAC PROJECT TECHNICAL TEAM

Please note that the items in red below represent proceedings from the July 14 & 16, 2013 SC meetings.

A - COMPOSITION OF THE BIIPAC PROJECT TECHNICAL TEAM:

1. **Barbados – Reginald Bourne**, Chief Telecommunications Officer, Division of Energy & Telecommunications, The Prime Minister’s Office
2. **Belize – Dwight Gillett**, Policy Coordinator, Ministry of Energy, Science & Technology and Public Utilities
3. **Dominican Republic – Jorge Roques**, Project Development Coordinator, Telecommunications Development Fund, Dominican Institute of Telecommunications (INDOTEL);
4. **Guyana – Anil Singh**, Deputy Project Manager - Egovernment Unit, Government of Guyana with the responsibility of Telecommunications
5. **Haiti – Jean-Baptiste Schiller**, Chef de Bureau du Directeur General, Conseil National des Télécommunications (CONATEL);
6. **Jamaica – Cecil McCain**, Director, Post and Telecoms, Ministry of Science, Technology, Energy and Mining
7. **Suriname – Wendy Palas**, Policy Officer, Ministry of Transport, Communication and Tourism; and
8. **Trinidad and Tobago – Tracy Hackshaw**, Team Lead & Chief Solution Architect at National ICT Company Ltd. (iGovTT)
9. **Civil Society** represented by a Caribbean ICT Stakeholders Virtual Community (CIVIC) community member
10. **Operators**
11. **CTU**
12. **IDB**
13. **CANTO Regional Coordinator (Chairperson)**

The above constitutes the Project Technical Team (PTT), the individuals below will comprise support individuals for the work of the PTC

1. **Statistical Institutions**
2. **Educational Institutions**
3. **CARICOM Secretariat**

4. Regulators
5. Suppliers
6. CKLN

B – SCOPE OF THE BIIPAC TECHNICAL COMMITTEE:

The PTT will consist of experts from each of the participating institutions. It will have the following responsibilities:

- (i) national coordination of the Technical Cooperation (TC) activities with other institutions and agencies that may be involved;
- (ii) meet with the TC consultants and act as a link between them and other pertinent national institutions, and provide all required information to complete their tasks;
- (iii) review and provide inputs on the deliverables submitted in the framework of the TC; and
- (iv) maintain the SC and the respective authorities informed on the development of TC, transmitting any observations, concerns and suggestions to ensure achieving the TC's objective.
- (v) **recommend to the SC, changes to the BIIPAC TORs based on the result of the consultants' due diligence exercises**
- (vi) analyze, harmonize and approve the national strategies in order to facilitate their future implementation in a regional context.