BROADBAND INFRASTRUCTURE INVENTORY & PUBLIC AWARENESS IN THE CARIBBEAN (BIIPAC)

Funded by the Inter-American Development Bank and executed by the Caribbean Association of National Telecommunication Organizations (CANTO).

TERMS OF REFERENCE FOR THE BIIPAC PROJECT'S STEERING COMMITTEE

A – BACKGROUND

The objective of the BIIPAC Project is to support the design of national broadband strategies in the Caribbean region and to identify the regional aspects that need to be incorporated into these strategies to support the Caribbean Region as it evolves towards universality in broadband access and service, regardless of the location (ubiquity) or the social strata (equity). The participating countries are the Dominican Republic, Trinidad and Tobago, Belize, Haiti, Jamaica, Barbados, Suriname and Guyana.

The project will also seek to develop practical guidelines for the ubiquitous implementation of broadband access technologies in an efficient manner that is consistent with globally adopted standards and international best practices. The products and tools to be elaborated in the framework of this project will inform policy makers and regulators in the Caribbean in the design of national broadband strategies, which will be designed taking into account regional considerations to facilitate coordination to further promote the sector.

This objective will be achieved through the implementation of the following four components:

Component 1 - Broadband diagnosis and infrastructure maps.

Component 2 - Review of regulatory and institutional frameworks and current sector trends;

Component 3 - ICT awareness and capacity building in the Caribbean;

Component 4 - Regional public policy recommendations for the design of national broadband strategies.

B – SCOPE OF THE STEERING COMMITTEE

The main tasks of the Steering Committee (SC) are:

1   To ensure the overall coordination and decision making of the project implementation

2   To facilitate cooperation among regional and national institutions in the provision of information & data

3   To inform the members' countries and stakeholders, on issues concerning various aspects of the project

4   Approve the work plan prepared by the Executing Agency (CANTO) and the tentative schedule of meetings

5   Analyze, harmonize and approve the national strategies in order to facilitate their future implementation in a regional context.

6   To recommend potential technical resources for the project (e.g. experts, information and materials, etc.)

7   To take necessary action to support the activities and the work of the Technical Committee

The Regional Coordinator will participate in the SC and is responsible for implementing the guidelines and recommendations given.

C – COMPOSITION OF THE STEERING COMMITTEE

The Steering Committee shall comprise of the following individuals:

i. Eight Government Ministers. Specifically, it will comprise Ministerial representatives from (i) Barbados – Ministry of Finance and Economic Affairs; (ii) Belize – Ministry of Public Utilities, Information and Broadcasting; (iii) Dominican Republic–Dominican Institute of Telecommunications (INDOTEL); (iv) Guyana – Government of Guyana, with the responsibility of Telecommunications; (v) Haiti–Conseil National des Télécommunications (CONATEL); (vi) Jamaica –Ministry of Mining, Energy and ICT; (vii) Suriname –Ministry of Transport, Communication and Tourism; and (viii) Trinidad and Tobago –Ministry of Science, Technology and Tertiary Education.

ii. Three Telecoms Operator Representatives from LIME, FLOW and Digicel respectively.

iii. Four regional bank Representatives from RBC, BNS, a DR Bank and a Haitian Bank respectively

iv. One CIVIC representative

v. One CANTO Board member

vi. The BIIPAC regional coordinator

vii.   The CANTO Secretary General

D – MEETINGS

Meetings are chaired by the Regional Coordinator and are to take place on ad hoc basis. CANTO in conjunction with the Regional Coordinator shall facilitate the work of the Steering Committee.

The formal Agenda of all Steering Committee meetings shall be agreed upon by the members of the Steering Committee and the relevant support documentation shall be circulated to all members at least 7 days in advance.