



Corporate Social Responsibility (CSR) Committee Meeting 26th January 2014

CSR MINUTES

Attendees:

Julian Wilkins (Chair), Vydia Bhagan, Tricia Balthazar, Mike Antonius, Jonelle Jones, Joseph Samuel, Melissa Harris, Ryan Wyngaarde, Nelly Benitez, Rodriguez, Regenie Fraser, Khaziqa Mohammed, E. Jay Saunders, Leon Williams, Ramlakhan Anvit, Wendy McDonald.

Agenda

1. Opening remarks
2. Approval of Agenda
3. Terms of Reference
4. Best practices – Handset Disposal
5. E-waste Disposal
6. Identifying other Best Practices
7. A.O.B
8. Date of next meeting

1. Opening and approval of draft agenda

Meeting commenced at 12:27PM. The Chairman welcomed everyone to this first meeting and gave the background to how this committee was created from an in-depth survey of CANTO members.

2. Approval of Agenda

The agenda was approved.

3. Terms of Reference (TOR)

- a. identifying and addressing CSR issues related to telecoms/ICT and trends globally and within the region
- b. researching, identifying and promoting CSR best practices among the CANTO membership
- c. highlighting existing and identifying prospective CSR projects in region
- d. highlight people with disabilities and their limited access to telecom ICTs; identify best practices among CANTO members and in the region

Action 1: Tricia to circulate the TOR to all members of the committee.

4. Best practices

Handset Disposal will be the first area focused on as it was seen as a 'quick win' for the newly formed committee. Jonelle Jones mentioned that this initiative came out of a study carried out by the Basel Convention on 'Mobile Phone Partnership Initiative'.

Action 2: Establish current handset disposal methods in the Caribbean. All committee members to submit known handset disposal methods to Tricia and Julian by 28th February.

Action 3: Julian and Tricia (using Jonelle for guidance and other members of the team) to **research and produce a draft paper on Best Practices for handset disposal** and circulate to the committee members by 30 April. Results from the 'Mobile Phone Partnership Initiative' should be the starting point. Statistics on handset disposal should also be indicated.

5. e-waste Disposal

Jonelle Jones from the Basel Convention Regional Centre for Training and Technology Transfer (Caribbean) gave an overview of e-waste disposal in the Caribbean to the team.

Action 4: Jonelle Jones to forward e-links on e-waste disposal to Tricia and Julian

6. Identifying other Best Practices

- Utilize Cancion and e-letters to harmonize and circulate information
- Join forces with other regional agencies

Recommendations:

- Investigate existing E-waste disposal companies. Two companies in the Caribbean are, PIRANAH and Caribbean Tech Disposal both based in Trinidad – to what extent are e-waste companies utilised in the Caribbean?
- Investigate if telecom operators inform customers on data destruction/disposal – identify best practices
- Cell sites: are telecom operators tracking the use of power; establish best practices.

Main Recommendation

- The committee should develop a CSR plan to create a road map of areas for investigation for the committee and develop a strategy that can best add value to the membership.



7. **A.O.B** – The Secretary General is currently developing a ‘reputation plan’ for the CANTO organisation. This committee can assist and work with the SG to develop this plan going forward.
8. **Closing:** Meeting ended at 1:15pm
9. **Date of Next Conference call - Tuesday 18th February 2014 at 3:30PM AST**