

Annex I - General Information



Workshop on SADC Harmonised Legal Cyber Security Framework for Southern Africa

27 February to 2 March 2012

Gaborone, Botswana



Objectives of the Workshop

The objectives of the workshop are as follows:

1. Examine, discuss, amend and validate the proposed model laws
 - 1.1. Electronic Transactions
 - 1.2. Protection of Personal Data
 - 1.3. Fight against Cybercrime
2. Enable workshop participants to better understand the issues and options relating to the preparation of model laws and share that understanding with their colleagues in their home country.

Participants

The workshop is addressed to relevant government bodies, regulators, operators service providers, civil society, private sector and regional organizations involved in legislation, policy making and implementation of Cybersecurity matters from the following SADC member states and HIPSSA beneficiary countries: Angola, Botswana, Democratic Republic of Congo, Lesotho, Malawi, Mauritius, Mozambique, Namibia, Seychelles, South Africa, Kingdom of Swaziland, United Republic of Tanzania, Zambia and Zimbabwe.

Participants at the meeting will include designated national designated officers from the Ministry of Justice, Communications and Commerce from SADC countries that deals with Cybersecurity as well as representatives of the SADC Secretariat, CRASA Secretariat, SATA Secretariat and persons from government bodies responsible for national policy making and policy implementation relating to the areas of work, specifically telecommunications, ICT, information society and broadcasting. Other interested persons may also participate as active observers.

Once again, we request you to kindly coordinate with all relevant government bodies and other institutions in your country to send appropriate representatives concerned with Cybersecurity policy making and implementation including e-transactions, e-commerce, combating cybercrime, to participate in the workshop.

Participants are kindly requested to widely share the draft documents prepared by the ITU-EC HIPSSA experts, which are available in electronic format on ITU website with all relevant government bodies and stakeholders within the private sector and the civil society in their countries.

The working documents for the workshop are available on ITU website at the following locations:

http://www.itu.int/ITU-D/projects/ITU_EC_ACP/hipssa/Activities/SA/sa-4.html

Participants will be expected to have carefully studied these documents and to come well-prepared for the workshop deliberations. We kindly request participants to bring along electronic and/or hard copies of all relevant documents. Written questions, comments and amendments to these documents are most welcome prior to the event to allow the ITU experts to better prepare their presentations and responses to the issues that will be raised at the workshop.

Active participation during the workshop will be essential to promote issue-based discussions and achieving the concrete outcomes needed to guide the project implementation.

Pre-Registration and Fellowships

Online pre-registration is required for all participants. The pre-registration form can be located at the following website:

http://www.itu.int/ITU-D/projects/ITU_EC_ACP/hipssa/events/2012/Sa4-en.html or

<http://www.itu.int/online/regsys/ITU-D/workshop/edrs.registration.form?eventid=4000108>

The deadline for online pre-registration is Monday 20 February 2012.

A maximum of two full travel fellowships will be made available by ITU to participants from each of the abovementioned SADC member states and HIPSSA beneficiary countries in the region, the first one will be allocated to a representative of the Ministry in charge of ICT with preference given to the already designated SADC ICT or e-commerce Focal Points and the second one should come from the appropriate Ministry responsible for implementing the Cybersecurity model laws. Selected fellowships will also be made available to relevant regional organizations and consumers associations.

Participants receiving ITU fellowships will be provided with a return economy class ticket by the most direct/economical route to Gaborone, Botswana from their home countries as well as a Daily Subsistence Allowance (DSA) per night spent in Gaborone, Botswana. This DSA is intended to cover all of the participant's costs of accommodation, meals, local transportation, communications and incidentals.

Fellowships will only be offered to those persons who will participate over the entire duration of the event.

To apply for a fellowship, please print, complete and sign the Fellowship Request form attached to this letter. The Fellowship Request form must then be signed and stamped by the relevant approving officer of your administration. It must then be scanned and sent as an e-mail attachment to the corresponding ITU Fellowships Service (E-mail: bdtfellowships@itu.int, Tel: +41 22 730 5095) with copy to the HIPSSA Project Team (E-mail: hipssa@itu.int Tel: +251 11 551 49 77).

The deadline for applying for fellowships is Thursday, 17 February 2012.

Requests received after this deadline will be considered only on a best effort basis. *Candidates applying for fellowships must have previously completed the pre-registration process described above.*

Workshop venue

The venue for the workshop will be **Gaborone International Conference Centre**, Tel: +267 363 7777, Fax: +267 391 2989, E-mail: info@grandpalm.bw , Website: www.grandpalm.bw

Documents

The tentative work programme is shown in Annex II. In the spirit of efficiency and economy, the event will rely on web transmission of documents. The workshop documents and other relevant information – including practical and administrative information for participants at the workshop – will be available on the ITU website and will be emailed to all participants completing the online pre-registration.

http://www.itu.int/ITU-D/projects/ITU_EC_ACP/hipssa/events/2012/Sa4-en.html