



ITU-EC Project

Harmonized ICT Policies in the ACP countries

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Support for Harmonization of the ICT Policies in Sub-Sahara Africa

Call for application n° HIPSSA/G-3.1 (d) [WA]

Title:	Spectrum management expert specialized in cross-border coordination
Country:	Work at home
Type of contract:	Special Service Agreement (SSA) for a lumpsum
Starting date:	<u>15 February 2011</u>
Ending date:	<u>30 April 2011</u>
Duration of appointment:	Approximately <u>55</u> working days
Payment:	Lump sum of <u>18'500 USD</u>

*The remuneration offered cannot be higher than **340 USD** per working day for an International P-5. Both base salary adjustment and DSA are based on location and subject to variation. For detailed information, please refer to conditions of employment for ITU technical assistance project personnel.*

Description of duties:

Introduction

This ITU-EC joint project for "Harmonisation of ICT Policies in Sub-Sahara Africa" (HIPSSA) is building on the experienced gained with a pilot project funded by European Commission (EC) and ITU that led to the adoption of Additional Acts for telecommunications to the ECOWAS Treaty. It aims at developing and promoting harmonized policies and regulatory guidelines for the ICT market as well as building human and institutional capacity in the field of ICT through a range of targeted training, education and knowledge sharing measures. This project will result in the creation of harmonized regional and national policy, legal and regulatory frameworks conducive to significant investments in the ICT infrastructures and services.

Steering mechanism of the mission and distribution of duties across the experts' team

The regional expert will work under the supervision of a senior international expert (cf. JD HIPSSA G-3.6 d). The regional expert will also liaise as needed with the Senior Engineer for spectrum management of BDT Technologies and Network Development (TND) division, the ITU Regional Office for Africa (RO-AFR) including the ITU Area Office for West Africa (AO-WA) and the ITU-EC HIPSSA Project Team.

The regional expert will also consult the stakeholders such as the Commission of the Economic Community of West African States (ECOWAS), the Commission of the West African Economic and Monetary Union (UEMOA¹), the two Regional Integration Organisations (RIO) of the sub-region, the Secretariat of the West African Telecommunication Regulators' Assembly (WATRA), the Regional Regulators' Association (RRA) and the West African Telecommunication Conference (CTOA²), the Regional Operators' Association (ROA) among others.

The regional expert will be part of a team including three (3) other regional experts (cf. JD HIPSSA/G-3.2 d, JD HIPSSA/G-3.3 d and JD HIPSSA/G-3.4 d), one (1) international expert (cf. JD HIPSSA G-3.5 d) and one (1) senior international expert (cf. JD HIPSSA/G-3.6 d) who will assume the coordination of the team. The

¹ Union économique et monétaire ouest-africaine

² Conference des telecommunications ouest-africaine

team is responsible for conducting an assessment study on existing cross-border frequency coordination mechanisms in Sub Sahara Africa (West, Central, East and Southern Africa) and a cost-benefit analysis of a pan-African multilateral agreement.

The regional expert will mainly be responsible for conducting the assessment study in one of the four (4) sub-region of Sub Sahara Africa namely West Africa. This assessment will include performing a survey and a comparative analysis of existing administrative and technical procedures related to bilateral and multilateral cross-border frequency coordination agreements.

The other regional experts (see HIPSSA/G-3.2, G-3.3 and G3.4) will be each of them responsible for one of the remaining sub-region in Africa.

The international expert (see HIPSSA/G-3.5) will be responsible for (i) providing a presentation of the existing multilateral agreement for cross-border frequency coordination existing in Europe and called Harmonized Calculation Method (HCM), (ii) proposing to the regional experts a common template for the comparative analysis as well as a common questionnaire for the survey, (iii) consolidating the sub-regional assessments and (iii) conducting a gap analysis to identify needs across the sub-regions and the cost-benefit analysis related to the introduction of a pan-African multilateral agreement under the aegis of the African Union.

The senior international expert (see HIPSSA/G-3.6) will be in charge of the overall coordination and quality insurance of the assignments of all experts within the team and assume the liaison with the African Union Commission and as required with the African Telecommunication Union (ATU) and African Broadcasting Union (ABU).

Tasks to be completed

The mission will be conducted in three stages as follows:

1. Common template for survey and comparative analysis

- 1.1. The regional expert shall provide written comments on the draft template for the comparative analysis and the questionnaire for the survey both provided by the international expert.

2. Sub-regional survey and comparative analysis

2.1. The regional expert shall perform the following tasks:

- 2.1.1. Contact the regional organizations among others Regional Integration Organisations (RIO), Regional Regulators' Association (RRA) and the Regional Operators' Associations (ROA) to receive their views based on the above questionnaire and draft a regional report.
- 2.1.2. Establish a list of persons of contact within each national governmental agency in charge of frequency allocation and management in the sub-region which he was assigned to.
- 2.1.3. Have the above questionnaires filled out and draft the corresponding national report for each country.
- 2.1.4. Collect existing bilateral or multilateral cross-border frequency coordination agreements and compare them in order to present the results of the analysis in summary tables;
- 2.1.5. Collect the existing frequency coordination calculation methods and summarize them in order to present the results of his/her analysis in summary tables.
- 2.1.6. Collect the various formats of existing spectrum management database including frequency coordination data.
- 2.1.7. Collect the protection requirements of the different radiocommunication services to be included in the coordination agreement.

All the above should be done mandatorily by phone interviews and additionally email exchange and data collection.

- 2.2. The regional expert shall consolidate the regional report (2.1.1), the national reports (2.1.3), the above mentioned summary tables (2.1.4 & 2.1.5) and as annexes the list of national contacts (2.1.2) into a draft consolidated regional report.

- 2.3. The regional expert shall submit the consolidated regional report for comments to the international

expert and the senior international expert.

2.4. The regional expert shall amend the consolidated regional report taking into account the comments of the international expert and the senior international expert.

3. Finalisation of the study

3.1. The senior regional expert shall review, discuss and provide written comments on the draft final report provided by the international expert.

(Note: The final report will be presented and reviewed at during a workshop of a Technical Working Group be formed under the aegis of the African Union Commission in 2011. Additional Terms of reference will be provided if required by follow up actions.)

Concrete deliverables:

1. Written comments on the questionnaire for the survey and the template for the comparative analysis
2. Report of phone interviews with RIOs, RRAs and ROAs providing an overview of regional state-of-the-art and priorities in terms of cross-border frequency coordination.
3. Reports of phone interviews with each national governmental agency country by country based on the questionnaire for Benin, Burkina Faso, Cape Verde, Côte d'Ivoire, Gambia, Ghana, Guinea, Guinea-Bissau, Liberia, Mali, Niger, Nigeria, Senegal, Sierra Leone and Togo.
4. List of contact persons within the national governmental agency in charge of frequency allocation and management in each of the countries of listed above
5. Bilateral or multilateral cross-border frequency coordination agreements: collected documents, comparative analysis and summary tables
6. Frequency coordination calculation methods and coordination agreements
7. Existing spectrum management database formats including frequency coordination data
8. Summary tables of the comparative analysis and overview of the situation in the region
9. Draft consolidated regional report including all previous elements
10. Written comments to the draft final report proposed by the international expert

Deliverables shall be drafted in English with the document template provided by the HIPSSA Project Team and shall include mandatorily the ITU and EC logos including in all slides presentations.

(Note: The copyright of all documents produced under the project shall be vested with ITU and AU Commission.)

Qualifications and experience:

1. Advanced university degree in electrical engineering, telecommunications, physics or relevant fields or education in a reputed college of advanced education with a diploma of equivalent standard to that of an advanced university degree in one of the above-mentioned fields. The education of the successful candidate shall include physics applied to radio-waves propagation and radio-communications engineering.
2. At least 10 years of progressively responsible experience in the field of frequency management, and coordination is relevant to the post
3. Long standing experience of administrative and technical procedures related to frequency allocation and management. The successful candidate shall have
 - 3.1. Been in charge of allocating frequencies with the corresponding/responsible national government agency and/or
 - 3.2. Worked with a wireless network operator or a engineering service company in a position
 - 3.2.1. requiring frequency planning and management
 - 3.2.2. interactions with the above mentioned government agency

3.2.3. possibly involved in international frequency coordination

4. Gathered work experience in more than one country in the targeted sub-region

Languages:

Excellent knowledge of English and French. Outstanding written communications skills.

Knowledge of another ECOWAS official language (Portuguese) is an advantage.

Please address applications, quoting above reference , to:

Mr. Sandro BAZZANELLA

ITU-EC Project Manager

International Telecommunication Union

Place des Nations, CH-1211 GENEVA 20, SWITZERLAND

with your Personal History File (PHF) and a short written proposal to the following email address:

hipssa@itu.int