

Annex I



PRELIMINARY AGENDA

Planning Meeting and Launch of the “Capacity building and ICT policy, regulatory and legislative frameworks in the Pacific” project

**Novotel Hotel, Nadi, Fiji.
26-27 November 2009**

The objectives of the meeting are:

1. To formally present the project to Pacific Islands stakeholders
2. To solicit inputs from ICT stakeholders regarding the main areas of sub-regional focus and the priorities for the project
3. To identify relevant resources and technical cooperation requirements in the sub-region
4. To define the project’s scope of work, including the list of priorities (topics) at the sub-regional and country levels
5. To determine mechanisms for stakeholders’ participation
6. To discuss and agree on the project plan of action and implementation scheme
7. To identify the key point of contact / liaison for each country.

Day 1 (Thursday, 26 November 2009)	
7300 – 0845	Registration
0845 – 1000	Opening Session <ul style="list-style-type: none">• Welcome remarks, Dr. Eun-Ju Kim, Head, ITU Regional Office for Asia and the Pacific• Mr. Neroni Slade, Secretary General, Pacific Island Forum Secretariat (invited)• HE. Wiekpe Van der Goot, Ambassador/Head of Delegation, European Commission, Pacific• Vote of Thanks, Mr. Sandro Bazzanella, ITU_EC Project Manager
1000-1020	Session 1: Introduction of the Project <ul style="list-style-type: none">- Sandro Bazzanella, Project Manager, ITU-EC- Gisa Fuatai Purcell, Project Coordinator for the Pacific
1020 – 1035	Coffee/Tea Break

1035 – 1130	<p>Session 2: Telecommunication/ICT Development in the Pacific – <i>international perspective</i>:</p> <ul style="list-style-type: none"> - Wisit Atipayakoon, Telecom/ICT Specialist, ITU Regional Office for Asia and the Pacific - ADB (TBC) - Natasha Beschorner, Senior ICT Policy Specialist, The World Bank (TBC) <p>Audience Discussion of Presentations</p> <p><i>Session Chair: Sandro Bazzanella</i></p>
1130 – 1245	<p>Session 3: Telecommunication/ICT Development in the Pacific – <i>Pacific perspective</i>:</p> <ul style="list-style-type: none"> - Donnie Defreitas, Regulator, Independent State of Samoa - Alfred Soakai, Chairman, Pacific ICT Taskforce - Maui Sandford, Chairman, PITA - Siaso Sovaleni, SOPAC <p>Audience Discussion of Presentations</p> <p><i>Session Chair: Wisit Atipayakoon</i></p>
1245 – 1345	Lunch Break
1345 – 1445	<p>Session 4: Round Table Discussion 1: Tentative List of Topics</p> <ul style="list-style-type: none"> • National ICT Policy/Strategic Plan • Frequency/Spectrum Management • Numbering Plan • Universal Access and Service • Cybersecurity • Licensing (convergence etc) • Interconnection • Cost Modeling • Other Topics as proposed by countries <p>Country Inputs on this tentative list and any other topics not on it</p> <p><i>Session Chair: Ian Thompson, SPC</i></p>
1445 – 1500	Coffee Break
1500 – 1630	<p>Session 5: Round Table Discussion 2: Project Implementation Approach</p> <ul style="list-style-type: none"> • Structure of the Project • Implementation Modality • Activities (prioritized) • Timeline (e.g. provisional calendar of events / direct country assistance) • Key Point of Contact for each country <p><i>Session Chair: John Budden, Pacific Island Forum Secretariat</i></p>
1630 – 1730	<p>Wrap up of the Day</p> <ul style="list-style-type: none"> • Sandro Bazzanella, Project Manager, ITU-EC

Day 2 (Friday, 27 November 2009)

0900 – 0930	Summary of the Previous Days Outcome <ul style="list-style-type: none">• Presentation - Gisa Fuatai Purcell• Q&A and Discussion/Amendments
0930 – 1030	Session 6: Round Table Discussion 3: Project Stakeholder and Cooperation Mechanism <ul style="list-style-type: none">• Steering Committee• Terms of Reference
1030 – 1045	<i>Coffee/Tea Break</i>
1045 – 1230	Session 7: Draft Meeting Report
1230 – 1400	Lunch Break
1400 – 1500	Session 8: Review Meeting Report
1500 – 1515	Coffee Break
1515 – 1630	Session 9: Agreement and Conclusion <ul style="list-style-type: none">• Presentation by Gisa Fuatai Purcell<ol style="list-style-type: none">a. List of Topicsb. Priority Areasc. Structured. Implementation Modalitye. Work Plan• Final Report
1630 - 1700	Closing Session <ul style="list-style-type: none">• Sandro Bazzanella, Project Manager, ITU-EC Project