

INTERNATIONAL TELECOMMUNICATION UNION

Telecommunication Development Bureau



Place des Nations
CH-1211 Geneva 20
Switzerland

Telephone +41 22 730 5111
Telefax Gr3: +41 22 733 7256
Gr4: +41 22 730 6500

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To : ICB4PAC Project Country Focal Points and
Regulators

For your reply:

Contact: Mr. Sandro Bazzanella

E-mail: sandro.bazzanella@itu.int

ITU-EC Project Manager

Fax: +41 22 730 54 84 Tel.: +41 22 730 67 65

Subject: Invitation to the Policy and Regulation Forum for the Pacific to be held in Honiara, Solomon Islands, 26-30 April 2010

Dear Sir/Madam,

Following the Planning meeting held in Nadi, Fiji, in November 2009 and the start of the first phase of the Capacity building and ICT, Regulatory and Legislative Frameworks for Pacific Island countries (ICB4PAC) project in January 2010, the Telecommunication Development Bureau (BDT) of the International Telecommunication Union (ITU) is pleased to invite your organization to participate in the **Policy and Regulation Forum** which will take place from **26 to 30 April 2010 in Honiara, Solomon Islands**, in partnership with APT and PITA.

The ICB4PAC is a sub-project of the global ITU-EC project encompassing Sub Sahara Africa, the Caribbean and the Pacific Group of States (ACP) supported by the European Commission (EC). All the information related to the project is available at the following address: http://www.itu.int/ITUD/projects/ITU_EC_ACP/icb4pis/index.html

The objectives of the meeting are:

1. To provide an update on the ICB4PAC project;
2. To formally present, discuss and adopt the findings regarding the present situation for national ICT policy in the Pacific Islands countries;

3. To provide an update of the status of ongoing activities related to Interconnection and Cost Modeling, as well as Universal Access and Services in the Pacific;

The Preliminary Agenda (Annex I), the General Information and Registration process (Annex II), and the Fellowship form (Annex III) are attached.

You may contact directly Mrs. Gisa Fuatai Purcell, ITU-EC Project Coordinator for the Pacific, should you require any further clarification or additional information concerning this forum. (E-mail: fuatai.purcell@itu.int Tel.: + (679) 322 0285).

I sincerely hope that you will be able to participate in this important meeting which will be crucial to the success of the project.

Yours faithfully,



Sami Al Basheer Al Morshid
Director

Annexes: as mentioned

Annex I – Preliminary Agenda



POLICY AND REGULATION FORUM FOR THE PACIFIC
26-30 APRIL 2010, HONIARA, SOLOMON ISLANDS

TENTATIVE PROGRAM

Date	09:00-10:30	10:30	11:00-12:30	12:30	14:00-15:30	15:30	16:00-17:00	18:00
M O N D A Y 26 A P R I L	09:00-10:30	10:30 11:00	11:00-12:30	12:30 14:00	14:00-15:30	15:30 16:00	16:00-17:00	18:00
	Session 1 Registration: 8:00 - 9:00 - PITA AGM (Reserved for PITA members)	C O F F E E B R E A K	Session 2: Plenary International and Regional Reports Presentations: - Update and Status of ICB4PAC by Mrs. Gisa Fuatai Purcell, Project Coordinator, ITU - APT (TBC) - PIFS (TBC) - SPC by Dr. Jimmy Rodgers - ICANN (TBC) - APNIC (TBC) - PTC (TBC)	L U N C H	Session 3: Initiatives, Major Issues and Development Presentations: - ITU-EC Assessment Findings for National ICT Policy by Mr. Eric Lie, Macmillan Keck, ITU Expert - Pacific Islands Presentations	C O F F E E B R E A K	Session 4: Plenary Stakeholder Introductory of Pacific Digital Strategy - Presentation and Discussion of the Digital Strategy by PIFS and Network Strategy	O F F I C I A L O P E N I N G

Date	09:00-10:30	10:30 10:45	10:45-12:30	12:30 14:00	14:00-15:30	15:30 15:45	15:45-17:15
T U E S D A Y 27 A P R I L	<p>08:30 - 09:00 Registration</p> <p>09:00~09:15 Opening Session</p> <p>Opening Address by Mr. Toshiyuki Yamada, Secretary General, APT</p> <p>Address by President, PITA</p> <p>09:15-10:30 Adoption of Agenda</p> <p>Session 1: Capacity Building for the Pacific Islands</p> <p>Chairman: T. Yamada, Secretary General of APT</p> <p>Focus:</p> <ul style="list-style-type: none"> - Review of the Pacific Plan Digital Strategy by Dr. Jimmy Rogers, Secretary General, Secretariat of Pacific Communities (SPC) - Pacific Islands ICT Resource Centre by Mr. Trevor Jenner DBCDE, Australia (TBC) (Doc. No. APT/PRF-P/10/xx) - Pacific Islands ICT Resource Centre by Ms. Natasha Beschorner, Senior ICT Policy Specialist, Global Information & Communications Technology Department, World Bank (Doc. No. APT/PRF-P/10/xx) 	<p>C O F F E E B R E A K</p>	<p>Session 2: International Connectivity for the Pacific Islands</p> <p>Chairman: President, PITA</p> <p>Focus:</p> <ul style="list-style-type: none"> - Overview of Satellite System for International Connection by Mr. Maui Sanford, International Manager, OPT, French Polynesia (TBC) (Doc. No. APT/PRF-P/10/xx) - Cable vs Satellite: the Fiji Experience by Mr. Ioane Koroivuki, CEO, Fintel 15min (Doc. No. APT/PRF-P/10/xx) - ITU-EC Status of ICB4PAC project implementation by Mrs. Gisa Fuatai Purcell, ICB4PAC Project Coordinator, ITU 	<p>L U N C H</p>	<p>Session 3: Interconnection</p> <p>Chairman: Mr. Kila Gulo-Vui, Director Regulatory & External Affairs, PANGTEL, PNG</p> <p>Focus:</p> <ul style="list-style-type: none"> - Interconnection by Mr. Michael Johnstone (former CEO, SamoaTel (Doc. No. APT/PRF-P/10/xx) - Interconnection Methodology for Pacific Islands by Mr. Ivan Fong, Group Manager for Planning and Regulatory, Telecom Fiji, Fiji (Doc. No. APT/PRF-P/10/xx) - ITU-EC Update of the Interconnection Assessment (ICB4PAC) by Mrs. Gisa Fuatai Purcell, Project Coordinator, ITU <p>Q&A 15min</p>	<p>C O F F E E B R E A K</p>	<p>Session 4: Universal Service</p> <p>Chairman:</p> <p>Focus:</p> <ul style="list-style-type: none"> - Universal Service Obligation by Mr. Kila Gulo-Vui, Director Regulatory & External Affairs, PANGTEL, PNG (Doc. No. APT/PRF-P/10/xx) - Universal Service Fund by Mr. Kila Gulo-Vui, Director Regulatory & External Affairs, PANGTEL, PNG (Doc. No. APT/PRF-P/10/xx) - ITU-EC Update of the Universal Access and Services Assessment (ICB4PAC) by Mrs. Gisa Fuatai Purcell, Project Coordinator, ITU <p>Q&A 15min</p>

Date	09:00-10:30	10:30 10:45	10:45-12:30	12:30 14:00	14:00-15:30	15:30 15:45	15:45-17:15
W E D N E S D A Y 28 A P R I L	<p>Session 5: Public Private Partnership (PPP)</p> <p>Chairman:</p> <p>Focus:</p> <ul style="list-style-type: none"> - National Broadband Network by MED, New Zealand (Doc. No. APT/PRF-P/10/xx) - Pros and cons of PPP by Mr. Stuart Davies, APT (Doc. No. APT/PRF-P/10/xx) <p>Q&A 10 min</p>	C O F F E E B R E A K	<p>Session 6: E-Applications/E-Government</p> <p>Chairman:</p> <p>Focus:</p> <ul style="list-style-type: none"> - Presentation by OPT, French Polynesia (TBC) (Doc. No. APT/PRF-P/10/xx) - Thematic Presentation on E-Government by Mr. Siaoosi, ICT Coordinator-Outreach, SOPAC (TBC) (Doc. No. APT/PRF-P/10/xx) <p>Mobile e-Banking by Mr. David Dillon, Digicel Pacific (Doc. No. APT/PRF-P/10/xx)</p> <p>Q&A 15min</p>	L U N C H	<p>Session 7: Regulator Panel Session</p> <p>Chairman:</p> <p>Theme:</p> <ul style="list-style-type: none"> - Technology Neutral Licensing - Numbering <p>Panel Discussion:</p> <ul style="list-style-type: none"> • ACMA (TBC) • Mr. Kila Gulo-Vui, Director Regulatory & External Affairs, PANGTEL, PNG • Mr. Nick Williams or Mr. R. Bokelema – Experience of Solomon Islands in Setting up an Independent Regulator <p>How Ministries deal with Regulatory matters by MacMokoroa, Secretary PMs Office, Cook Islands</p> <p>Mr. Donnie Defreitas, Regulator, Samoa - Strategic Direction of a Regulatory Office regarding convergence and technology neutrality.</p> <p>Q&A 15 min</p>	C O F F E E B R E A K	<p>Session 8: Telecommunication Policy and Strategy for the Pacific Islands</p> <p>Chairman: Mrs. Gisa Fuatai Purcell</p> <p>Focus:</p> <ul style="list-style-type: none"> - ITU-EC Presentation of the Assessment for NICT policy in the Pacific (ICB4PAC) by Mr. Eric Lie, (Macmillan Keck) ITU Expert - ITU-EC Presentation of structure of NICT etc. (ICB4PAC) by Mr. Eric Lie, (Macmillan Keck) ITU Expert (Doc. No. APT/PRF-P/10/xx) - ITU-EC Presentation on the Comparison of Regional Best Practices and International Best Practices of Pacific countries (ICB4PAC) by Mr. Siaoosi Sovaleni, Regional Expert 20min (Doc. No. APT/PRF-P/10/xx) - Discussion of NICT Assessment Report

Date	09:00-10:30	10:30 10:45	10:45-12:30	12:30 14:00	14:00-15:30	15:30 15:45	15:45-17:15
T H U R S D A Y 29 A P R I L	<p>Session 9: Telecommunication Policy and Strategy for the Pacific Islands (Cont.)</p> <p>Chairman: Mrs. Gisa Fuatai Purcell, ITU-EC Project Coordinator for the Pacific, ITU</p> <p>Focus:</p> <ul style="list-style-type: none"> - Digital Strategy (Discussion) 20min (Doc. No. APT/PRF-P/10/xx) - Recommendations and Formulation of Digital Strategy II by CROP Agencies (TBC) (Doc. No. APT/PRF-P/10/xx) - ITU-EC Presentation of Gaps and SWOT analysis (ICB4PAC) by Mr. Siaoosi Sovaleni Senior Regional ICT Expert - Discussion of Gaps and SWOT Analysis 	C O F F E E B R E A K	<p>Session 10: Telecommunication Policy and Strategy for the Pacific Islands (Cont.)</p> <p>Chairman:</p> <p>Focus:</p> <ul style="list-style-type: none"> - APT Ministerial Plan of Action (Action Item Matrix for the Pacific) by APT (Doc. No. APT/PRF-P/10/xx) - Finalize of Digital Strategy II (Doc. No. APT/PRF-P/10/xx) Recommendation for Ministerial (Doc. No. APT/PRF-P/10/xx) 	L U N C H	<p>Session 11: ITU Related Issues</p> <p>Chairman:</p> <p>Focus:</p> <p>APT Preparations for PP-10 and WTDC-10 by Mr. Stuart Davies, Telecom Expert, APT (Doc. No. APT/ APT/PRF-P/10/xx)</p> <p>Presentation by ITU (Doc. No. APT/ APT/PRF-P/10/xx)</p> <p>The Way Forward :</p> <p>Closing :</p> <p>Closing Address by PITA Closing Address by Mr. Toshiyuki Yamada, Secretary General, APT</p>	C O F F E E B R E A K	<p>ITU-EC Special Session</p> <p>Chairman: Gisa Fuatai Purcell</p> <p>Focus:</p> <ul style="list-style-type: none"> - Presentation of summary of previous sessions by Mr. Eric Lie (Macmillan Keck) ITU Expert - Group Discussion the way forward – next steps to address needs of countries - Group Presentation - Presentation of the draft workshop report by Mr. Eric Lie, (Macmillan Keck) ITU Expert

Date	09:00-10:30																
F R I D A Y 30 A P R I L	8:30-10:30 ITU-EC Special Session cont'd Chairman: <u>Wisit Atipayakoon</u> Focus: - Presentation of Consolidated set of comments by Participants by Mr. Siaoisi Sovaleni, Regional Expert - Final Presentation of Assessment Report with comments by participants by Mr. Eric Lie, ITU Expert - Presentation of Follow up Activities by Mr. Siaoisi Sovaleni senior Regional expert - Endorsement - Agree final draft Reports and Statement of Agreement by Participants - Closing: Mrs. Gisa Fuatai Purcell, ICB4PAC Project Coordinator ITU																

ANNEX II – General Information



POLICY AND REGULATORY FORUM

*26-30 April 2010
Honiara, Solomon Islands*

PARTICIPANT GENERAL INFORMATION

Meeting Room Venue

The meeting venue will be at the Main Conference Room at the Kitano Mendana Hotel, Honiara, Solomon Islands.

http://www.visitsolomons.com.sb/index.php?option=com_content&view=article&id=92%3Asolomon-kitano-mendana-hotel&catid=33%3Ahoniara&Itemid=72

Participants

Meeting participation is open to all stakeholders including government representatives, regulators, regional associations of regulators, regional association of operators and manufacturers, associates in the ITU Pacific region, representatives from the civil society and international organizations. Participation to the workshop is on invitation and registration only.

The number of delegates from an organisation is not limited. However, only one fellowship or partial fellowship is available for each country. Ideally an organisation should send at least one representative involved in the ICT Policy, Regulatory and Legislative Frameworks. Taking into account the objectives of the meeting described above, **the participation of delegates with decision-making capacity is highly recommended.**

Pre-Registration and fellowships

Pre-registration for this event will be exclusively online by clicking [here](#).

The deadline for online pre-registration is 21 April 2010. Registration will also be done on-site (please see Annex I).

Subject to availability of funds, a selected number of fellowships will be available for confirmed participants, if duly authorised by their corresponding Administrations. While the number of delegates from any given country is not limited, participants from whom fellowships cannot be provided can participate at their own expense. Due to budgetary constraints, the beneficiaries of a fellowship may have to contribute partly to the costs of the fellowship.

Participants eligible for fellowships may complete the application form attached as Annex III.

The deadline for submitting fellowship requests is 9 April 2010.

Name Badges & Admittance

Name badges will be at the Registration Desk during registration. Name Badges are required for access to meeting venue and social functions.

Dress

Casual Business Attire, Ties discouraged, Bula/Aloha/Island Shirts encouraged

Hotel Accommodation

We recommend participants to stay at the host hotel – Kitano Mendana Hotel

More information on the hotel can be found at this website

http://www.visitsolomons.com.sb/index.php?option=com_content&view=article&id=92%3Asolomon-kitano-mendana-hotel&catid=33%3Ahoniara&Itemid=72

Booking Information.

Contact Person: Group Reservations

Maggie Simi

Telephone: +677 20071

Fax: +677 23942

Email: reserv@mendana.com.sb

Internet Access at their Business Centre

Room rates

Range from SB\$900.00 – SB\$1800.00 per room per night (less 15% for Telekom)

You can contact hotel directly for any other hotel information.

Rates: all in Solomon Island Dollar currencies.

Rates may have changed without notice.

Delegates are required to book directly with the hotels.

A list of alternative hotels is included at the end of this information.

Transportation and Transfer from Airport to Hotel

Arrivals/departures – Host will organise pick up at Airport to hotel – Delegates are required to send their flight itinerary (flight no. time and date and name(s) to Rosa Kola (see email contact below), by no later than 8th April 2010. Meeting times, functions - pickup from recommended hotel to Venue will be organised by host, including transportation for emergency needs.

Visa and Immigration Requirements

All travelers to Solomon Islands must have a valid passport for at least three months of the date of arrival. Please check with your travel agents the appropriate visas and documentation necessary for your entry into Solomon Islands.

Countries from the Pacific needing Visa to enter Solomon Islands are: Tuvalu, Nauru, and Kiribati.

To assist delegates from these countries for VISA on Arrival, Application forms with copy of front page of passport are to be forwarded to Rose Kola (see contact information below) before 31th March 2010. Letter of approval will be faxed to each applicant that should be

presented at immigration upon arrival.

Departure taxes

Departure taxes are normally included in tickets so just ensure that this is so with your tickets.

Climate

Solomon Island has a tropical warm climate but rainy in April; temperatures ranging between 31-35 degrees Celsius; some cool clothing is recommended and umbrella if staying in alternate venues.

Malaria Precautions

Participants need to prepare before travel, medical assistance is available for blood testing for malaria from a number of sources in Honiara

Electricity

Electricity voltage is 240 volts with pin configuration similar to Australia, NZ and most European countries. You are advised to take along your universal adaptor if you are from the USA, Japan or any other country with dissimilar pin configurations and voltages.

Currency

Solomon Island Dollars. International Banks operating in Honiara are Westpac, ANZ and BSB.

Their Buying Exchange rates is approximately SB\$1.00: US\$0.1333 or AUD0.1472
Major Credit Cards accepted at the hotel and other major outlets and ATMs.

Time

Local time is GMT +12hrs (00.00)

Communications and GSM Roaming

Our Telekom has roaming with the following operators

- PNG BeMobile (PNG)
- Cingular/AT&T (US)
- Optus Australia (AUS)
- Telstra Australia (AUS)
- Vodafone Fiji (Fiji)
- Vodafone Netherlands (The Netherlands)
- Vodafone NZ expected in March 2010
- Telecom NZ "
- Japan "

Contact Persons in Honiara

ITU CONTACT

Mrs. Gisa Fuatai Purcell
Project Coordinator
Ph: +679 3312600, Fax: +679 3220
Mobile: +679 958 3059
Email: fuatai.purcell@itu.int

HOST CONTACT:

Steve Tusler: steve.TUSLER@telekom.com.sb
Joanne Unga: joanne.UNGA@telekom.com.sb

Alternative Hotels

KING SOLOMON HOTEL

Room rate: \$125 AUD—\$160 AUD per night

Walking Distances to main shopping Center & PITA Conference.

Telephone—677-21205

Email: reservations@kingsolomon.com.sb

Prepay Internet Access available either via Hotspots or Business Centres

HONIARA HOTEL

Room rate: \$891.00/night SBD. 25% discount applies upon confirmation of booking.

Telephone: 677-21737

Email: reservation@honiarahotel.com.sb

Prepay Internet Access available either via Hotspots or Business Centres

Also sells Bumble Bee Cards

HERITAGE PARK HOTEL

Across the road from Telekom HQ, next door to Mendana Hotel. Newly Built, walking distance to main meeting venue. Room rates ranges from **\$1320.00 - \$2720.00 SBD per night**. Room type—Executive room to Presidential Suite.

Telephone: 677-24007



Email: reservations@hph.com.sb

Internet Access at their Business Centre

Heritage Park Hotel ONLY Hotel that caters for Halal Meals

Delegates are required to book directly with the hotels.

ANNEX III – Fellowship Application form

	<p>POLICY AND REGULATORY FORUM FOR THE PACIFIC HONIARA, SOLOMON ISLANDS 26-30 April 2010</p>	
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Please return to:	Planning, Budget and Administration (PBA) ITU/BDT Geneva (Switzerland)	E-mail : bdtfellowships@itu.int Tel: +41 22 730 5487 / 5095 Fax: +41 22 730 5778
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Request for a fellowship to be submitted before (9 April 2010)

Participation of women is encouraged

Country _____
Name of the Administration or Organization _____
Mr. / Ms. _____
(family name) _____ (given name)
Title _____
Address _____

Tel.: _____ Fax _____
e-mail _____
PASSPORT INFORMATION :
Date of birth _____
Nationality _____ Passport number _____
Date of issue _____ In (place) _____ Valid until (date) _____

- CONDITIONS**
1. One fellowship per eligible country.
 2. One return ECO class airticket by the most direct/economical route.
 3. A daily allowance to cover accommodation, meals and incidental expense
 4. Imperative that fellows be present first day/end of the xxx.

Signature of fellowship candidate _____ Date _____

TO VALIDATE FELLOWSHIP REQUEST, NAME AND SIGNATURE OF CERTIFYING OFFICIAL DESIGNATING PARTICIPANT MUST BE COMPLETED BELOW WITH OFFICIAL STAMP.

Signature: _____ Date: _____