EXECUTIVE REPORT ON THE FIRST ADVISORY BOARD MEETING OF THE SMART SUSTAINABLE DEVELOPMENT MODEL (SSDM) INITIATIVE

1   Introduction

The Advisory Board of the Smart Sustainable Development Model (SSDM) Initiative convened its first meeting on 18th October 2013 in Geneva. The objective of the first meeting was to discuss the strategic approach and key areas of work to move forward towards the fulfillment of the initiative's objectives with the participation of wide range of eminent personalities (Annex 1, List of Participants). This report summarizes the main outcomes.

2   Participation

The meeting was attended by a wide range of eminent personalities from public, private and international entities who constitute the Advisory Board of this Initiative (See Annex 1, List of Participants).

3   Opening Ceremony

In his opening remarks, Mr. Brahima Sanou, the Director of the Telecommunication Development Bureau (BDT), highlighted that the main objective of the Initiative was to bring a human face to ICT. He further stressed the important role of ICTs for sustainable development and in saving lives at the times of disasters.

4   Appointment of Chair and Vice-Chair

The Board respectively appointed H.E. John Nasasira, Minister of Information and Communications Technology of Uganda and Mr. José Manuel de Rosario Toscano, Chief Executive Officer of the International Telecommunications Satellite Organization (ITSO) as Chairman and Vice-Chairman of the Board.

5   Agenda and Terms of Reference

The Board commenced its work by adopting the proposed agenda of the meeting (See Annex 2) as well as the proposed Terms of Reference (ToR) of the Advisory Board (See

Annex 3). The Chairman, however, invited the Board Members to submit any comments they might have with respect to the ToR to the BDT Director.

6 Visionary Dialogue Session

During the Visionary Dialogue session, Board members presented their perspectives on a range of issues pertinent to the Initiative. As a result, the Board identified the following themes as being relevant to the initiative:

(a) Infrastructure
(b) Regulation and policy aspects
(c) Financing, partnerships and business models
(d) New technologies
(e) Advocacy

7 Way Forward Session

The focus of the afternoon session shifted towards the evolution of the initiative in the future, follow up mechanisms and working arrangements for Board Members during the interval periods between physical meetings.

Building on the results of the Visionary Dialogue session, the Chairman proposed that working groups be set-up to survey the landscape and take stock of the activities being carried out in their respective fields. The following table shows the working groups that were established and the Board Members who volunteered to lead each one of them[1]:

Working Groups (WG)	Leading Board Member	Board Members who expressed their interest
WG on Infrastructure and New Technologies	**Ms. Donna Bethea-Murphy (Iridium Communications Inc.)**	Mr. Soichiro Seki,(MIC, Japan) Ms. Ann Vandenbroucke, (Inmarsat Plc.) Mr. José Toscano (ITSO) Timothy Ellam (IARU) Mr. Khalid Ahmed Balkheyour (Arabsat)

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[1] The meeting however noted that any member could contribute to the work of any of the working groups at any given time.

WG on Policy, Regulation and Advocacy	**Mr. Christian Roisse (EUTELSAT IGO)**	H.E. Mr. Phillip Paulwell, M.P.(Ministry of Science, Technology, Energy and Mining, Jamaica)
		H.E. Mr. Anudith Nakornthap (Ministry of ICT, Thailand)
		Mr. José Toscano (ITSO)
		Ms. Donna Bethea-Murphy (Iridium Communications Inc.)
		Mr. Rodney Stafford (IARU)
		Mr. Flavien Bachabi (Intelsat)
WG on Financing, Partnerships and Business Models	**Mr. Flavien Bachabi (Intelsat)**	Mr. Gerson Souto (SES)
		Mr. Florian Westphal, (ICRC)
		Ms. Donna Bethea-Murphy (Iridium Communications Inc)
		Mr. Rodney Stafford (IARU)

The Board decided that during the interval periods, WGs would use conference calls, Google hang-outs, Twitter conferences, e-meetings, etc., and would prepare updates, reports and/or white papers to be submitted to the Board. In order to avoid duplication, the Board noted that each WG would begin its work by focusing on situation analysis and mapping of ongoing developments in their respective fields.

A proposal, by each Board Member to appoint a focal point, was made. The Board accepted the proposal and requested each Board Member to provide the Secretariat with the names of focal points who will support the Board Members on day-to-day work of the working groups.

The Board further noted that any Members who had not selected WGs during the meeting would communicate their selection to the related working group leaders as well as to the Secretariat.

The Board adopted the following action plan (Table 1):

Table 1: Action plan for SSDM Initiative

	Key Action	Assignee
1	Appointment of Focal Points	Board Members

2	Set-up of electronic platforms and draft ToRs for WGs	Secretariat
3	Catalogue of new technologies	WG on Infrastructure & New technologies
4	Mapping of existing initiatives /projects	Secretariat
5	First draft of the report for each working group	All Working Groups
6	Second version of reports for each working group	All Working Groups
7	Second meeting of the Advisory Board	Secretariat

The Board decided that the Terms of Reference for each working group would be drafted and circulated by the Secretariat for endorsement by the Advisory Board.

In principle, the duration between subsequent meetings of Advisory Board should not exceed 6 months. The Board also noted the invitation jointly made by Mr. Toscano (ITSO) and Mr. Bachabi (Intelsat) to host the second meeting of the Advisory Board in Washington D.C. However, a decision was made for the next meeting to take place in Geneva. The Secretariat would coordinate the dates for the second meeting of the Advisory Board.

ATTENDANCE LIST
1st MEETING OF THE SSDM ADVISORY BOARD
18 October 2013

Board Members

Mr Flavien Bachabi, Vice President, Business Operations & Intergovernmental Initiatives, Intelsat (Luxembourg) S.A., Luxembourg

Mr Khalid Ahmed Balkheyour, President and Chief Executive Officer, ARABSAT, Saudi Arabia

Ms Donna Bethea-Murphy, Vice President, Iridium Communications Inc., United States

Mr Rashid Khalikov, Director, Office for the Coordination of Humanitarian Affairs (UN OCHA), Switzerland

Mr. Olof Lundberg, Former Chairman and CEO of ICO Global Communication, Former Director General of INMARSAT

H.E. Mr Anudith Nakornthap, Minister, Ministry of Information and Communication Technology, Thailand

H.E. Eng. John Nasasira, Minister, Minister of Information and Communications Technology, Uganda

H.E. Mr Phillip Paulwell, Minister, Minister of Science, Technology, Energy and Mining, Jamaica

Mr Christian Roisse, Executive Secretary, European Telecommunications Satellite Organization (EUTELSAT IGO), France, ITU Broadband Commission Member

Mr Jean-Louis Schiltz, Lawyer, Former Minister of ICT, Etude Schiltz & Schiltz, Luxembourg, ITU Broadband Commission Member

Mr Gerson Souto, Chief Development Officer & Member of the Executive Committee, SES, The Netherlands

Mr José Manuel do Rosário Toscano, Chief Executive Officer, International Telecommunications Satellite Organization (ITSO), United States, ITU Broadband Commission Member

Alternates:

Mr. Robert Demers, Vice President of Government Services, Thuraya

*alternate of Mr. Samer Halawi, Chief Executive Officer**, Thuraya Telecommunications Company, United Arab Emirates*

Mr. Soichiro Seki, Director-General for International Affairs, MIC, Japan

alternate of H.E. Mr Masahiro Yoshizaki, Vice Minister for Policy Coordination, Ministry of Internal Affairs and Communications, Japan

Mr. Rodney Stafford, Secretary, International Amateur Radio Union, United States

alternate of Mr Timothy S. Ellam, President, International Amateur Radio Union, United States

Ms. Ann Vandenbroucke, **Regulatory Director**, Inmarsat Plc., United Kingdom

alternate of Mr Andrew Sukawaty, Executive Chairman, Inmarsat Plc., United Kingdom

Mr. Florian Westphal, Deputy Director of Communication and Information Management Department, International Committee of the Red Cross (ICRC), Switzerland

alternate of Ms Charlotte Lindsey Curtet, Director of Communication and Information Management Department, International Committee of the Red Cross (ICRC), Switzerland

Other accompanying delegates:

Ms. Renata Brazil-David, ITSO

accompanied Board Member José Manuel do Rosário Toscano, Chief Executive Officer, International Telecommunications Satellite Organization (ITSO)

Mr. Patrick Gordon, UN OCHA

accompanied Board Member Mr Rashid Khalikov, Director, Office for the Coordination of Humanitarian Affairs (UN OCHA)

Mr. Gerard Heller, Intelsat

Accompanied Mr Flavien Bachabi, Vice President, Business Operations & Intergovernmental Initiatives, Intelsat (Luxembourg) S.A., Luxembourg

Mr. Masahiro Ide, Permanent Mission of Japan
accompanied Alternate Soichiro Seki, Director-General for International Affairs, MIC, Japan

Mr. Satoshi Miwa, ITU focal point, MIC Japan
ccompanies Alternate Soichiro Seki, Director-General for International Affairs, MIC, Japan

Col. Nattapond Kongsompong, Adviser to the Minister, Thailand

accompanied Board Member H.E. Mr Anudith Nakornthap, Minister, Ministry of Information and Communication Technology, Thailand

Mr. Chalie Garnjana-Goonchorn, First Secretary from the Permanent Mission of Thailand

accompanied Board Member H.E. Mr Anudith Nakornthap, Minister, Ministry of Information and Communication Technology, Thailand

Mr. Nattapong Seetavorarat, Adviser to the Minister, Thailand

accompanied Board Member H.E. Mr Anudith Nakornthap, Minister, Ministry of Information and Communication Technology, Thailand

Ms. Autsanee Suwannarat, Foreign Relations Officer, International Affairs Bureau, Thailand

accompanied Board Member H.E. Mr Anudith Nakornthap, Minister, Ministry of Information and Communication Technology, Thailand

Mr. Kobpong Trisukhee, Board of Directors of TOT Public Company Limited Thailand

accompanied Board Member H.E. Mr Anudith Nakornthap, Minister, Ministry of Information and Communication Technology, Thailand

Ms. Rebecca Mayanja, UCC Uganda

accompanied Board Member H.E. Eng. John Nasasira, Minister, Minister of Information and Communications Technology, Uganda

Miss Simara Howell, First Secretary, Permanent Mission of Jamaica

*accompanied H.E. Mr Phillip Paulwell, Minister***, Minister of Science, Technology, Energy and Mining, Jamaica

Mr. Michael Wamai, First Secretary, Permanent Mission of Uganda, *accompanied H.E. Mr. John Nasasira, Minister, Minister of Information and Communications Technology, Uganda*

Mr. Surapol Navamavadhana, Advisor to the Minister of Thailand,

accompanied Board Member H.E. Mr Anudith Nakornthap, Minister, Ministry of Information and Communication Technology, Thailand

ITU participants:

1. **Mr. Brahima Sanou**, Director of BDT, ITU
2. **Mr. Cosmas Zavazava**, ITU
3. **Mr. Mario Maniewicz**, ITU
4. **Mr. Jaroslaw Ponder**, ITU

AGENDA OF THE FIRST MEETING OF THE
ADVISORY BOARD ON SMART SUSTAINABLE DEVELOPMENT
MODEL (SSDM) INITIATIVE

18 October 2013

09:30-10:00 Networking Breakfast
At the invitation of Mr Brahima Sanou, Director of BDT
Venue: Room E, ITU Varembé Building 1st floor

10:00 – 12:25 Morning Session

Venue: Room E, ITU Varembé Building 1st floor
1. Opening of the meeting
2. Welcome Address by Mr. Brahima Sanou, Director of the BDT
3. Functioning of the Advisory Board
   a. Appointment of the Chairman and the Vice Chairmen
   b. Terms of Reference of the Advisory Board
4. Visionary Dialogue Session

In the Visionary Dialogue Session, Board Members are kindly invited to present their perspective on the use of ICTs for disaster management and socio-economic development of societies. Members are also invited to share their experiences and expectations on the functions and outputs of the Board

12:25 – 12:30 Group Photo
Venue: in front of Room E, ITU Varembé Building, 1st floor

12:30 – 14:30 Lunch
At the invitation of Mr Brahima Sanou, Director of BDT
Venue: Satellite Restaurant, ITU Tower 15th floor
[Advisory Board Members only]

14:30 – 16:30 Afternoon Session
Venue: Room E, ITU Varembé Building, 1st floor
1. Strategic Key Points Raised and Way Forward
2. Future Work Programme
3. Date and venue of the Second Meeting
4. Closure of the Meeting

TERMS OF REFERENCE FOR THE

ADVISORY BOARD ON SMART SUSTAINABLE DEVELOPMENT MODEL

1. Purpose of the initiative

The Smart Sustainable Development Model's Advisory Board is designed to provide strategic guidance to the leadership of the Telecommunication Development Bureau. The Advisory Board helps ensure that the initiative remains true to its mission. The Advisory Board will play a special role during the initial period following the launch of the Smart Sustainable Development Model (SSDM) initiative in helping to promote and provide strategic direction for its development and implementation. The overall purpose of the SSDM is to:

1. Harness the potential of ICTs in socio-economic development and use the same technologies for saving lives in times of emergencies.

2. Link rural telecommunications/ICT development to both disaster risk reduction and management efforts.

3. Make optimal use of scarce and high cost resources such as satellite systems by putting in use unused satellite capacity.

4. Create ecosystems where investments made for deploying telecom infrastructures for economic development are also used for disaster response for public safety.

5. Ensure deployment of robust and resilient communication networks that continues to provide services in the immediate aftermath of disasters.

6. Avoid duplication in efforts by development partners (governments, private sector, Inter-governmental Organizations, etc.) focusing on either development only or disaster management only without taking into account the other. This reduces costs of infrastructure investments for ICT's particularly in rural communities.

2. Advisory Board Members

Each year the Advisory Board will hold not more than two physical meetings at venues to be discussed and agreed to by the Board. Two teleconferences will be held to review progress, address strategic questions, and plan for the coming year. The Advisory Board may also hold one or more additional conference calls at other times of the year as particular issues arise. Advisory Members are expected to join at least one of these calls per year.

Advisory Board Members' responsibilities include:

i. Promote the use of ICTs for social and economic development as well as for emergency communications and better disaster management.

ii. Identify strategic partnerships around a particular BDT project that furthers the aims of the SSDM.

iii. Analyze cross cutting issues, such as policy development, legislation, taxation, financing mechanisms, network deployment costs, sustainability of the networks that may be impeding the reach of ICTs and services to all layers of the societies.

iv. Encourage the adoption of policies, legislative and regulatory frameworks that facilitate and promote the sustainable development through ICTs.

v. Propose and approve the creation of working groups and/or thematic committees that contribute to the implementation of the objectives of this initiative to include preparation of reports and projects.

vi. Act as a goodwill ambassador promoting programs and projects designed to achieve greater coverage of telecommunication services.

vii. Identify potential remedies and innovative solutions through crowdsourcing and collaboration.

3. Composition of the Board and Term of Membership

The Advisory Board shall be composed of eminent personalities from diverse backgrounds to provide a mix of expertise necessary. The functions of the members will be on a *pro bono* basis, for a two-year term with the possibility of renewal for a second two-year term.

The Chairmanship of the Board will be on a *pro bono* basis, for a two-year term. The Director of the Telecommunication Development Bureau (BDT) of ITU will hold the vice-chairmanship in order to ensure continuity. The BDT will provide the Secretariat for the Board. The first meeting of the Advisory Board will be in Geneva, Switzerland.

4. Terms and Selection

Members of the Advisory Board serve in their individual capacity. At the second physical annual meeting of the Board, the Advisory Board, with support from the Director of the Telecommunication Development Bureau in his official capacity, will review the composition of the Advisory Board and make recommendations for additions or modifications. At that meeting new members will be appointed to the Advisory Board as necessary.