



Telecommunication  
Development Bureau (BDT)

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Telephone: +1 246 431 0343  
Telefax: +1 246 437 7403 ITU Member States, Regulators and ITU-D  
E-mail: Cleveland.thomas@itu.int Sector Members in the Caribbean region

Subject: **Forum on the Conformance and Interoperability (C&I) in Innovation for Youths 25-27 June 2018 and Establishing a Mutual Recognition Agreement (MRA) for the Caribbean Countries Workshop 28 -29 June 2018, Port-of- Spain, Trinidad & Tobago**

Sir/Madam,

I am pleased to invite you to participate in the *Forum on the C&I in Innovation for Youths*, 25-27 June 2018 and/or the *Establishing a Mutual Recognition Agreement (MRA) for the Caribbean Countries Workshop*, 28 - 29 June 2018, Port-of- Spain, Trinidad & Tobago at the Telecommunications Authority of Trinidad and Tobago. These events are co-organized by the International Telecommunication Union (ITU) in partnership with the Government of Trinidad and Tobago, Telecommunications Authority of Trinidad and Tobago (TATT) and the Caribbean Telecommunications Union (CTU).

**Forum on the Conformance and Interoperability (C&I) in Innovation for Youths 25-27 June 2018:**

Entrepreneurs go through a continuous learning process when building a business of which C&I is an important part within the technological environment and which at times are overlooked by young developers/innovators. The Forum on C&I in Innovation for Youths seeks to highlight the importance of C&I and is intended to sensitize developers, and persons who support pre-compliance testing of IoT product solutions to matters that necessarily precede the commercial deployment of an IoT product solution, specifically:

- pre-compliance testing equipment and procedures, for intentional and unintentional electromagnetic emissions (conducted and/or radiated)
- regulated spectrum, emission and user safety requirements within CARICOM
- prototype preparation for commercial-lab compliance testing
- considerations for protocol-specific inter-operability testing, and deployment extra-CARICOM.

Participants in the workshop should be developers of an IoT product (max linear dimension 80 cm; max component value U\$400) for which they have a functional engineering prototype (or CAD and electrical drawings for an engineering prototype further to a functional proof-of-concept prototype), consisting of one

or more PCB/perf-board electronics assemblies and an appropriate enclosure, which is ready for Engineering and/or Design Verification Testing.

The IoT product should possess:

- **Wired or Wireless connectivity, whether**
  - general Internet addressing (IPV4/IPV6);
  - direct connection to a computer or other IoT device(s) via point-point async or master/slave link; or
  - peer-peer network.

N.B. Devices that connect and disconnect at intervals of up to 4 weeks (whether physically or operationally) are eligible.

- At least one physical sensor or actuator – devices should sense or affect the physical environment.
- An in-built power supply (battery or regulator) or connector for an external power supply, such that the device can operate "normally" for at least 1 hour without interference.

Participants are expected to know approximate values for the following information for their device:

- Data storage/transmission requirements for logs/records of sensor readings or device actuation.
- Average distance from people, or animals, during operation

Participants in the workshop will be required to sign non-disclosure agreements w.r.t. information shared by other participants.

Photos/Videos and/or other materials, that feature IoT products, arising from participation in the workshop will be only be captured with the consent of the relevant developers.

A financial support will be provided according funds availability to youths and young entrepreneurs of ITU Member States who meet the above criteria and according to ITU fellowship rules. All requests for must be submitted by 30<sup>th</sup> April 2018.

### **Establishing a Mutual Recognition Agreement (MRA) for the Caribbean Countries Workshop 28 -29 June 2018:**

Following the forum on C&I in Innovation for Youths, the (MRA) for the Caribbean Countries Workshop will be carried out from 28 – 29 June 2018 and serves as a follow up to C&I Workshop which started as early as 2014. A number of studies and training were undertaken since then, the most recent being a Demand and Risk Study in 2017 which focused on three products/product-areas as compelling needs by the telecommunications sector for which appropriate policies and regulations would be required. The study was done in collaboration with the CPqD, Brazil using its testing facilities so that the results could be used as a blueprint for the rest of the region.

This MRA Workshop is intended to report on the finding of the study, propose a model for first stage Caribbean C&I and discuss related issues, in particular associated with the creation and implementation of a MRA for C&I Approval of IOT devices within CARICOM.

The targeted Caribbean stakeholder audience will include:

- Innovators and developers
- ICT Policy makers , regulators, legislators, operators & leaders seeking greater participation in the IOT ecosystem

- International organizations, NGOs involved in C&I
- Academia and civil society.

The preliminary working agendas are attached hereto.

For further information, please contact Mr. Cleveland Thomas, Area Representative ITU Area Office for the Caribbean, e-mail : [Cleveland.thomas@itu.int](mailto:Cleveland.thomas@itu.int); Mr. Sylvester Cadette, Programme Officer, ITU Area Office, Bridgetown Barbados, e-mail: [sylvester.cadette@itu.int](mailto:sylvester.cadette@itu.int), tel.: +(246)431-0343/4 or Ms. Sheron Small, ITU Caribbean Administrative Assistant, email: [Sheron.small@itu.int](mailto:Sheron.small@itu.int).

I look forward to your positive response and active participation in these important events.

Yours sincerely,

[Original Signed]

**Bruno Ramos**  
**Regional Director for the Americas**