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Establishing a National Standardization Secretariat: NSS Benefits, Function and Structure

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NSS Benefits, Functions and Structure Outline

- Why have a National Standardization Secretariat (NSS)?
  - Potential problems without an NSS
  - NSS benefits
- NSS functions
  - Domestic aspects
  - International aspects
  - NSS Secretariat Bureau
- NSS Structure Options

(Guidelines §1)

Potential Problems without NSS

- Uncoordinated and conflicting positions may diminish your effectiveness at international meetings

- Too many people, or the wrong people, could attend the same ITU-T meetings, wasting human and financial resources

- It is difficult to constructively bring together all relevant public and private expertise

Potential Problems without NSS

- Information from ITU-T will not reach the right people within your country

- Requests from ITU-T for national views can go unanswered, or might be answered without full national agreement or awareness

- Initiatives from other countries may not be discovered in time to take appropriate action

- Key dates can be missed

Benefits of an NSS

- Clearly defined roles, responsibility and authority within the country on ITU-T matters
- Improve contributions to and avoid conflicts in ITU-T Study Groups
- Have a role in approval of ITU-T Recommendations
- Enhance information exchange with ITU-T
- Increase efficient use of limited resources
- Lower costs by coordinated purchasing of ITU-T publications

Creating an NSS

- Each country might have different resources available and different goals regarding ITU-T

- A developing country might not have assigned responsibility for ITU-T to a particular agency or official

- Conclusion: One size does not fit all. Options will be needed to match different countries' different situations

Functions of an NSS - Domestic

- Centralized management of a national structure, including funding, advisory committees, leadership, procedures

- Disseminate ITU-T information to all relevant national stakeholders

- Develop national strategies and policies for ICT standardization

- Coordinate capacity building for international standardization

Functions of an NSS - International

- Preparatory process for international meetings, including national positions and contributions
- Establish delegation management policies
- Form and lead delegations
- Represent the Member State
- Report on meeting results
- Develop response to ITU-T requests for information and for Member State decisions
- Authorize requests to join ITU-T by private sector

NSS Administrative Functions

- Monitor ITU-T Circular Letters
- Track due dates and ensure timely submissions to ITU-T
- Maintain NSS e-mail reflector lists
- Host and maintain web site
- Assist organizing national committee meetings
- Record keeping
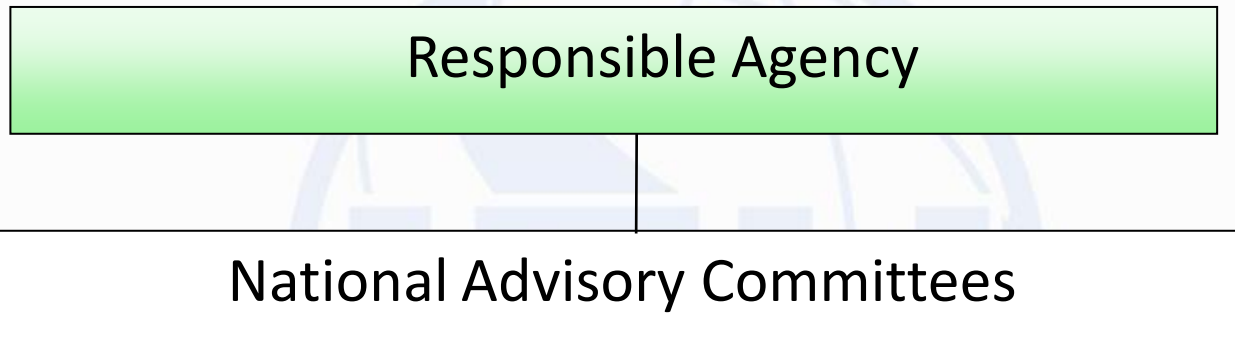- Ensure timely payment of ITU dues and invoices

Legal Basis for the NSS

- Authority for NSS is established under appropriate legislation

- Responsibility can be assigned to the gov't agency (or official position) responsible for ITU, or another governmental organization designated by the MS
  - This will be the "**Responsible Agency**" (RA)
  - The RA "runs" the whole national process, at home and abroad

Getting Started

- National Standardization Secretariat can be established with a simple, flat structure

- Low cost in financial and human resources

- Future growth can be easily accommodated

Best Practice Concept

Responsible Agency

National Advisory Committees

Responsible Agency (RA) – Best Practice

- Only the RA has decision-making authority
- Other, subordinate groups are advisory to RA
  - Work takes places in the subordinate groups but has to be approved by RA
- RA addresses policy and strategic issues, resolves internal NSS procedural disputes, represents the MS at ITU-level events
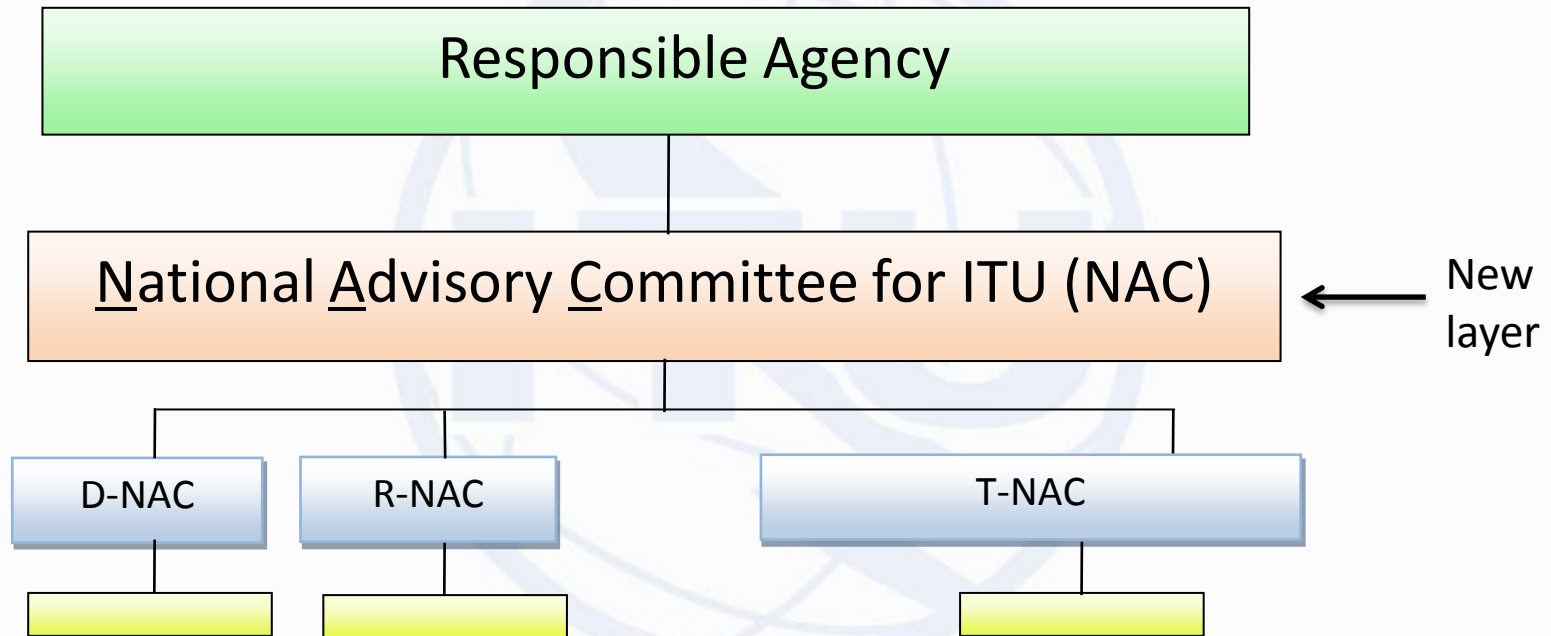
Best Practice Example:
First Step Framework for ITU-T

Responsible Agency

National Advisory Committee for ITU-T (T-NAC)

ad hoc groups, as needed

➢Fast
➢Simple
➢Flexible
➢Low Cost

Best Practice Example:
Later Stage Framework for ITU-T

Responsible Agency

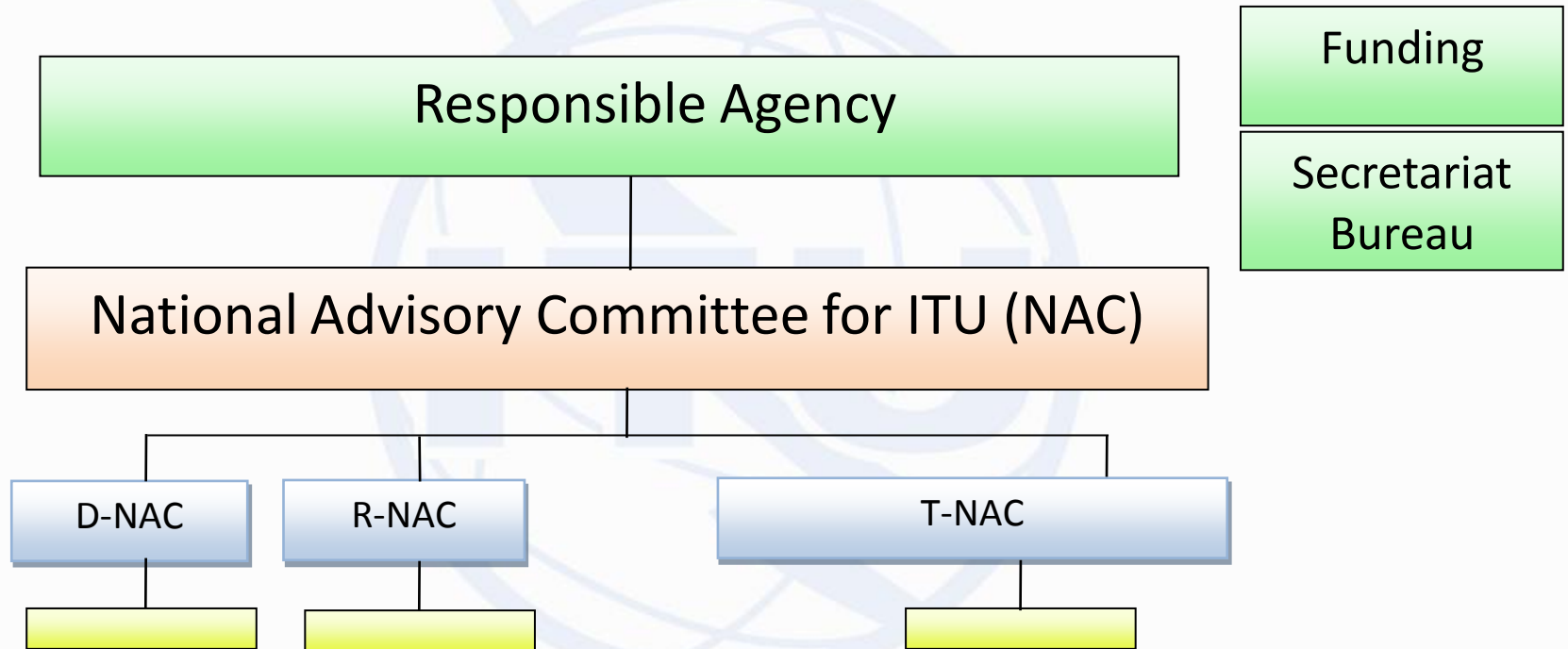| National Advisory Committee for ITU-T (T-NAC) |
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Permanent Sub-Committees

➢Consistent participation in an ITU-T Study Group
➢Added Stability
➢Added Continuity

Best Practice Example: Framework for ITU and the 3 Sectors

Responsible Agency

National Advisory Committee for ITU (NAC) ← New layer

D-NAC
R-NAC
T-NAC

➢ Expand for ITU-D and ITU-R preparations
➢ Efficient use of experts

Best Practice Example: Framework for ITU and the 3 Sectors

Responsible Agency

Funding

Secretariat Bureau

National Advisory Committee for ITU (NAC)

D-NAC	R-NAC	T-NAC

➢ Add stable funding and support staff

Next in the Workshop

- Examples of a National Standardization Secretariat in developed countries

- Discussion of your national processes for ITU

Thank you

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