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1 Experience and Qualifications

Caecilia Nyamutswa is employed as Director for Legal Services by the Postal and Telecommunications Regulatory Authority of Zimbabwe (POTRAZ). She joined the organisation in 2012 and is responsible for all legal matters and representing Zimbabwe in Telecommunication-related treaty-making conferences. Within POTRAZ, she has, during the course of her employment she headed Zimbabwe's ICT Universal Services Fund for five months in 2014, and turned it around through accelerating the Fund's work to digitalise schools and install ICT Community information Centres, for access to ICTs by the underprivileged communities in Zimbabwe. She also acted as the Director General of POTRAZ, from May 2016 to December 2016, pending the assumption of Duty by the Current Director General, before reverting to her normal Legal duties. She has served on various corporate boards, including those of financial institutions, which are heavily involved in implementing Financial Inclusion.

She is a Legal Practitioner (Lawyer) who was admitted to the Zimbabwean bar in 1990. She holds a Master's degree in Business Administration (MBA), a Master of Science Degree in International Relations (MSc-IR), a Bachelor of Law Honours Degree (HBL) and a Bachelor of Laws Degree (LLB), all from the University of Zimbabwe. She also holds a certificate in Telecommunication Policy, Regulation and Management (TPRM) from the University of Witwatersrand, South Africa.

She practised law for ten (10) years and then joined Zimbabwe Financial Holdings (Finhold), now known as ZB Financial Holdings, as Head of Legal and Investigations in 2000, until 2008, when she joined Standard Chartered Bank as Head of Legal and Company Secretary. In 2010, she was appointed Centre of Excellence Head, mentoring the Standard Chartered Company Secretaries in Botswana and Zambia, in addition to her duties in Standard Chartered Bank Zimbabwe Limited.

She chaired the Food Standards Advisory Board of Zimbabwe, which is responsible for domesticating the policies of The Food Agricultural organisation, a UN agency, from 2000 to 2004, during which she was instrumental in the creation of the Food Standards Legislation in the Country. She was also appointed as standing Defence Counsel, for cases in the International Criminal Tribunal. She Chaired the Executive Committee of the Association of Medical Aid Funders in Zimbabwe from June 2014 to June 2016.

2. Experience relevant to ICT Development Work

Caecilia Nyamutswa is current Vice Chair of ITU-D Study Group 1 and Co-Rapporteur for the Study Question on ICTs for Rural and Remote Areas. As Vice Chair of Study Group 1, She had the role of backup Chair for the Current Study Group 1 Chair, and was also responsible for coordinating joint activities and onboarding new TU-D Study Group members. She has participated in ITU-D study Groups and TDAG meetings since 2012 and authored a number of written contributions to the study Groups on behalf of Zimbabwe. Her contributions covered various topics under study in the two ITU Study Groups. She has also authored a number of contributions to the Telecommunication Advisory Group, ITU Council, the World Telecommunication Development Conference and the Plenipotentiary Conference.

Under her leadership, the Legal team within POTRAZ managed to draft legislation on the licensing of telecommunication operations, Telecommunication infrastructure sharing,

regulations on human exposure to non-ionising Electromagnetic Field Radiation (EMF), SIM Registration, Consumer Protection, Virtual Network operations, Quality of service, Domain Name registration, Spectrum management, and Cyber and Data protection Regulations.

She is currently spearheading the amendment of the main Telecommunications Act in the Country in order to align it with technological developments, which is now under consideration by the Cabinet Committee for legislation in the Country before being tabled before parliament. She is often called upon by the Law Society of Zimbabwe to speak at its continuing education schools, in order to mentor Junior Lawyers and peers.

3. Fields of specialisation

Areas of specialisation include:

- 3.1** Running business units, driving organisational performance, managing costs, giving strategic legal advice, and other advice to Regulatory Authorities, State Administrations, International organisations, corporate boards, Executive Management, and Management.
- 3.2** Providing legal advice in a number of fields, including, Banking, International Law, Telecommunications, Corporate Governance, Insurance, Negotiation, Compliance with legislation and best practices, Mergers, acquisitions and divestures, Legality of business, marketing strategies.
- 3.3** Managing Litigation and out of court settlements, Stock exchange issues and rights offers, financial services, including Fund management property and asset management, derivatives, financial inclusion, Registration of trademarks, copyrights and patents, Wealth management, Labour issues and Conveyancing.
- 3.4** Performing diplomatic duties by attending international treaty making conferences and negotiating multi-party treaties on behalf of Zimbabwe, as well as preparing written document contributions for United Nations and International Telecommunications Union conferences.
- 3.5** Legal drafting and negotiation of contracts, including, Information Technology Licensing Agreements, Information Technology Legislation, Banking Agreements, Tender documents including state procurement tenders, Lease Agreements, Debt Guarantee Agreements, Sale Agreements, International Business Agreements,

Loan Agreements, Financial Services and Financial Advisory Agreements, Construction Agreements, and Franchising Agreements.

4 References

- **Mr Alfred Marisa**, Deputy Director General of the Postal and Telecommunication Regulatory Authority of Zimbabwe (POTRAZ) and POTRAZ's focal Point to ITU.
- **Mr Washington Matsaira**, Managing Director, Tobacco Sales Limited Company, 28 Simon Mazorodze Road, Harare, Zimbabwe
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