



SSDM Advisory Board: Working Group on the Regulatory Toolkit and Guidelines

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16 March 2018



Working Group on the Regulatory toolkit and guidelines

Background and Activities

- Established at meeting of the SSDM Advisory Board in Bangkok, Thailand on 13 November 2016
- Tasked with identifying and compiling regulatory measures and guidelines that will serve as a basis for both the development and the smooth transborder movement of telecommunications equipment into affected countries during emergencies and facilitate the contribution of ICTs in disaster management and sustainable development processes.
- Chair: Christian Roisse, succeeded by Donna Bethea-Murphy
- Members:
 - Areewan Haorangi, APT
 - Sami S. Mobarah, on behalf of Mr. Balkheyour, ARABSAT
 - Zahid Zaheer, on behalf of Mr. Halawi, Intelsat (until June 2017)
 - Simon Gray, EUTELSAT
 - Patricia Cooper, SpaceX
 - Flavien Bachabi, ABS Africa (Pty) Ltd/ARCEP Benin
 - Christine Leurquin, SES
 - Mutusuharu, Nakajima on behalf of Mr. Sakamoto, Japan
 - Yoshiaki Nagay, on behalf of Mr. Sakamoto, Japan

Working Group on the Regulatory toolkit and guidelines

Terms of Reference

- i. Identify key stakeholders and their respective roles,
- ii. Assess the needs, gaps and existing mechanisms and tools to develop concrete actions to facilitate the smooth transborder movement of telecommunications equipment into affected countries during emergencies,
- iii. Identify concrete actions to create a policy and regulatory environment to facilitate the development and the smooth transborder movement of telecommunications equipment into affected countries during emergencies,
- iv. Create a capacity building program for regulators and policy makers based on the toolkit to further raise awareness,
- v. Research, gather, report and make available online a toolkit of best practice regulatory measures fostering the development and the smooth transborder movement of telecommunications equipment into affected countries during emergencies,
- vi. Identify key messages to motivate policy makers to adopt these best practice regulatory measures to provide rapid response when disaster strikes,
- vii. Draft a detailed work plan,
- viii. In doing so, identify and carry out the activities that will support the implementation of the work plan.

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Report Sections Previously Presented and Accepted (June 2017)

- Section 1: Overview of Key Stakeholders and Gap Analysis
 - Key Stakeholders
 - Needs, Gaps, and Existing Mechanisms
- Section 2: Opportunities and Best Practices
 - Concrete Actions
 - Key Messages

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Working Group on the Regulatory toolkit and guidelines

New Sections Completed

Toolkit Checklist

- Intended to assist administrations in facilitating the smooth trans-border movement of telecommunications equipment into countries affected by an emergency through assessing their current readiness and identifying new processes and regulatory measures to be established
- Checklist functions as a starting point, and should be used to evaluate the types of specific practices that should be developed pursuant to the needs of each administration

Four Categories:

1. **Preparedness** – Putting a plan and policy in place prior to emergency/disaster situations
2. **Policy Guidelines and Tools** – Establishing regulatory procedures and policies to promote an efficient response
3. **Communication** – Ensuring all involved entities are informed and coordinated
4. **Pre-positioning and Training** – Have equipment in country and provide regular training

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Working Group on the Regulatory toolkit and guidelines

Using the Toolkit Checklist

- Each category in the Toolkit Checklist builds upon the information in the previous sections of the report to identify gaps and best practices, then provides questions to assist a country's self-assessment and planning
- The Guiding Questions will assist administrations in identifying gaps in their current preparedness and measures that can be taken to address them
 - *Does your country have an ICT disaster preparedness plan in place?*
 - *Has your administration identified a lead office or agency to coordinate disaster communications and emergency response?*
 - *Does the ICT disaster preparedness plan foresee rules and policies to allow for a fast-track or waiver of licensing, type approval and importation requirements?*
- Annex to the Report includes Emergency Communications Checklist contained within the Final Report of ITU-D Study Group Question 5/2 for the 2014-2017 Study Period
 - Intended to provide additional assistance to administrations, leveraging previous work of ITU-D
 - Outlines the types of activities and expected decision points that could be considered for inclusion in a National Disaster Communications Plan

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