TERMS OF REFERENCE

Conformity and Interoperability Assessment on a Regional Basis: Collaboration among Regional and Sub-regional Organizations for establishing a common C&I Regime and Mutual Recognition Agreements

1) Objective

The objective is to undertake the Conformity and Interoperability Assessment on a Regional Basis. This project aims to identify all the necessary elements and promote the Collaboration among Regional and Sub-regional Organizations for establishing a common C&I Regime and Mutual Recognition Agreements, seeking to present possible scenarios to meet the needs and interests of Member States and Regions.

The Assessment shall cover, but not be limited to, the items described below.

2) General aspects of the Region:
   - Description of the region e.g. demography, economy, geography, penetration of telecoms and Internet including wireless, broadband and ICTs, governance, service providers, supply and manufacturing, natural resources and export/imports
   - What are the countries involved in the study?
   - Are there LDC or LIC members in the region?

3) Regulatory framework and Institutions (per country)
   - Is there any regulatory framework and regulation which establishes technical requirements for products and services to be legally imported and deployed in the marketplace e.g. ICT products and services, electrical apparatus, environmental requirements, etc)?
   - If yes, what are the Conformity Assessment Schemes adopted for market entry (certification, self-declaration, labeling, use of proxies such as EC, FCC or others etc.)? Are they based on the ISO/CASCO set of Guidelines and standards?
   - If there is legislation and regulation dealing with ICT and telecom products and services and related areas such as electrical safety and environmental issues, how is it applied? Is it compulsory or voluntary?
   - Where such legislation and regulation exists does it permit delegation of authorities to foreign entities under arrangements such as MRAs on Conformity Assessment e.g. for certification?
   - Is there a national standards system and national SDOs?
   - Where such SDOs exist are they committed to adoption of international standards wherever possible rather than developing national standards which may deviate from the international ones?
   - Is there Metrology legislation and any National Institute of Metrology responsible to maintain the national measurement standards in the country; to establish and maintain their metrological traceability to the units of the International System of Units (SI)?
   - Where Metrology legislation exists does it permit delegation of authorities to foreign entities under arrangements such as MRAs e.g. for calibration of equipment?
   - Is there any Institution responsible for the Development of conformity assessment programs, in the areas of products, processes, services and personnel, mandatory or voluntary, which involve the approval of regulations. What are these Institutions?

- What are the possible resources from National/Regional/International Funds to assist private and public sector to investment in infrastructure, e.g., Labs and human resources?
- Is there legislation and regulation which establishes importation requirements for products and services such as ICTs including telecom products, electrical safety and environmental aspects
- How is importation control of the products entering the country/region enforced e.g. at point of entry, spot checks and post market surveillance?
- Is there a post market surveillance, audit and enforcement regime established for products entering the country/region, and deployed in the country/region, and a schedule of punishments for infractions?
- What actions, if any, are undertaken to identify counterfeit products and what actions are taken to remove such products from the marketplace and to deal with parties responsible for bringing them into, or deploying them in the country/region?

4) Accreditation
- Is there any Accreditation Body (ISO/IEC 17011) (not only in ICT)?
- In which field and with what scopes?

5) Laboratories
- What are the Laboratories identified in the country/region and what service levels do they provide (e.g. 1st, 2nd and 3rd party testing)?
- Are they Accredited (ISO 17025) or is there any kind of peer evaluation of the lab?
- What are the scopes of such Labs?

6) Certification Bodies and Marking
- What Certification Bodies (ISO/IEC 17065) are in the country, where are they located?
- What are the scopes of the Certification Bodies in ICTs and telecom?
- What Marks of conformity are on products in your country/region that are trusted – i.e. trusted Marks e.g. EU, FCC, IC other

7) Establishing a common C&I Regime and MRAs
- The final work shall specify possible Scenarios to permit the collaboration for establishing of Common C&I Regime and Mutual Recognition Agreements
- What organizations in your country/region could perform the function of MRA coordination such as establishing and maintaining a registry/repository of MRA signatories and related information such as scopes of operation, technical standards covered etc. Possible organizations to consider for such a function would include trusted regional associations or advisory bodies in Telecoms or ICTs