Telecommunication Development Bureau (BDT)

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Subject: **Invitation to the ICB4PAC Workshop on Concepts and Techniques of Developing Cyber Crime Policy and Legislation 22-25 August 2011**

Dear Sir/Madam,

The International Telecommunication Union (ITU) is pleased to invite you to the workshop on **Concepts and Techniques for developing Cyber Crime Policy and Legislation** which will take place on **22-25 August, Apia, Samoa.** This event is supported by the Government of Samoa, and the European Union, through their financial contributions.

The objectives of this workshop are:

1. To provide capacity building on the key principles of Cyber security and crime;

2. To understand concepts and techniques of developing cyber policy and legislations;

3. To develop guidelines of developing cyber policy and legislation.

Mrs. Gisa Fuatai Purcell, ITU-EC Project Coordinator for the Pacific, is currently preparing the relevant information and will transmit it to your Administrations in due time. In the meantime, you may contact her directly should you require any further clarification or additional information concerning this forum (E-mail: fuatai.purcell@itu.int Tel.: + (679) 322 0285).

Pre-Registration and Fellowship

Pre-registration and fellowship requests will be carried out exclusively online.

You will find the online pre-registration form at the event web page:

http://www.itu.int/ITU-D/projects/ITU_EC_ACP/icb4pis/events/2011/samoa/samoa.html.

To request for a fellowship, you must first register online and **tick the appropriate box** on the online registration form. Upon acceptance of your registration, you will receive the fellowship request form by e-mail.

You are requested to fill it out, sign it and have it approved by a duly authorized officer of your administration who should sign and stamp it (official stamp of the administration).

Once completed, you may either scan it and e-mail it to BDT bdtfellowships@itu.int **OR** fax it to +41 22 730 5778.

The preliminary agenda is attached, and the participant information will be sent to you in due course.

I sincerely hope that you will be able to participate in this important meeting which will be essential to the success of the project.

Yours faithfully,

[Original signed]

Brahima Sanou
Director

Copy: Mrs. Eun-Ju KIM, Head, **ITU Regional Office for Asia and the Pacific**

Annex: Preliminary Agenda

Concepts and Techniques for Developing Cyber Crime Policy and Legislation

Apia, Samoa
22-25 August 2011

The objectives are to provide capacity building on cyber crime, identify key issues, concepts and techniques for developing cyber policy and legislation.

Day 1 (Monday 22.8.2011)	
0900-0930	Opening Session – Welcome and MC TBC • Opening Prayer – TBC • Opening Remarks – Attorney General Mr. Leug Wai • Local Speaker- Opening Session Speech (TBC) • Key Note Address – Tuilaepa Sailele Hon. Prime Minister
0930-0945	**COFFEE BREAK**
0945-1130	**Session 1: BRINGING POLICIES LEGISLATION INTO CONTEXT – The role of policies and legislation in fighting cyber crime** Objective: To understand the importance of policies and legislation in fighting cyber crime. The session will provide an overview about essential components of a comprehensive anti-cybercrime strategy.
1130-1300	**Session 2: CONTINUATION OF SESSION 1** Objective: Building upon the basis of session 1, session 2 will further develop the importance of policies and legislation. **Presenters:** **Australia - Mr. Andrew Warnes** **Experience of Tonga in implementing and PNG in developing cyber crime legislation** **Presenter: 1) PNG – Mr. Ian Meling 2) TONGA - TBC**
1300-1430	**LUNCH BREAK**
1430-1530	**Session 3: REGIONAL NEEDS**

	Objective: The session will summarize the results of the assessment of legislation in the region and the conclusions from the previous workshops regarding the way ahead.
1530-1545	**COFFEE BREAK**
1545-1700	**Session 4: CONTINUATION: REVISE OUTCOMES OF THE PREVIOUS WORKSHOPS** The session will cover the following topics followed by a presentation by PNG: • Challenges of the fight against cyber crime • Jurisdictions involved and international cooperation • Capacity building required for Investigation of cyber crime • Summary of the review of international model laws as discussed in Vanuatu and outcomes of Tonga workshop
	Day 2 (Tuesday 23.8.2011)
0830-1030	**Session 5: BEST PRACTICE IN DRAFTING CYBER POLICIES** Objective: To learn about key elements that must be included in a cyber policy. This session will address the common elements that must be addressed in a policy. It was agreed in Vanuatu that without policy there can be no legislation. Topics to be covered in this session include but are not limited to: • Define cybercrime • Identify key stakeholders • Identify jurisdictions • Mutual assistance and cooperation at the regional and international level • Governments to coordinate with other countries in the tracking, investigation and prosecution of cyber criminals • Identify a body to be responsible for providing assistance to foreign entities for resolution of cyber crime cases • Review the topics to be addressed in a cyber policy as agreed in Vanuatu
1030-1045	**COFFEE BREAK**
1045-1230	**Session 6: CONTINUATION: BEST PRACTICES** Objective: The expert will share best practices from other small developing islands.
1230-1400	**LUNCH BREAK**
1400-1530	**Session 7: DRAFTING – CONCEPTS AND TECHNIQUES** The participants will split up in working groups to develop the components of a model policy.
1530-1545	**COFFEE BREAK**
1545-1700	**Session 8: DRAFTING (CONTINUED FROM SESSION 7)** See above.

Day 3 (Wednesday 24.8.2011)	
0830-1000	**Session 9: VALIDATION** Objective: The participants will present the components of the model policy
1000-1100	**COFFEE BREAK**
1100-1230	**Session 10: ELEMENTS OF CYBER LEGISLATION – CONCEPTS AND TECHNIQUES** Objective: To learn the key terminology that needs to be included in developing cyber crime legislation with regards to: • Substantive criminal law • Procedural law • International cooperation • Electronic evidence • Liability of Internet Service Providers
1230-1330	**LUNCH BREAK**
1330-1500	**Session 11: CYBER LEGISLATION – DRAFTING** The participants will split up in working groups to develop the basic structure and identify components of a comprehensive legal approach to address cyber crime
1500-1515	**COFFEE BREAK**
1515-1615	**Session 12: CYBER LEGISLATION – CONTINUATION OF SESSION 11** Objective: To continue the work from session 11
Day 4 (THURSDAY 25.08.2011)	
0830-1000	**Session 13: CONTINUATION OF SESSION 12** Objective: To continue the work from session 12
1000-1100	**COFFEE BREAK**
1100-1200	**Session 14: PRESENTATION AND DISCUSSION** Objective: The participants will present the structure and components.
1200-1330	**LUNCH BREAK**

1330-1500	**Session 15: THE ROLE OF REGULATIONS** Objective: The expert will provide an overview about the role of regulations in addressing Cybercrime and will provide examples.
1500-1515	**COFFEE BREAK**
1515-1545	**Session 16: CYBER LEGISLATION – THE WAY FORWARD** Objective: To agree on the way forward – what's next from here?
1545-1630	**Session 17: WRAP UP AND CLOSING SESSION** In this session, the expert will provide a summary of what the workshop report would look like for the participants to agree on the format of the report. A final round of what each participant learnt during the workshop will be done followed by the closing session. **CLOSING** Local Speaker – Attorney General ITU