##  **Caribbean Telecommunications Union**



**Spectrum Management Task Force (SMTF)**

**Draft Action Plan 2023**

**[To be endorsed by the Spectrum Management Steering Committee]**

**2023-02-08**

**Spectrum Management Task Force Action Plan 2023**

**(Endorsed by the Spectrum Management Steering Committee)**

The work of the SMTF will focus on the following thematic areas for 2023+:

1. RFAT (Harmonisation of Priority Bands: IMT, Emergency Communications, IOT/Innovation bands e.g. Wi-Fi, DSA, TVWS etc.)
2. Harmonizing spectrum management policies to facilitate new and emerging technologies and services
3. Emergency Communications
4. Spectrum Pricing
5. WRC-23 Preparations
6. Planning Digital Broadcasting Switchover
7. Maintaining Information for Operational Coordination (e.g. re Cross border interference and emergency communications)

Regulatory Facilitation of New Technologies (e.g. regional harmonization, blanket licensing etc.)

Spectrum for flexible access solutions

Facilitating new and emerging technologies in the region

Bridging the connectivity gap and connecting the unconnected

Harmonizing spectrum management policies to facilitate new and emerging technologies and services

Harmonised QOS regulations

| **Thematic Area** | **Initiative** | **Comments/Actions** | **Time Frame** | **Lead** |
| --- | --- | --- | --- | --- |
| 1.0 Regional Frequency Allocation Table (RFAT) | 1.1 Collation of National FATs in requested format at central location (CTU). | National FAT updates are undertaken from time to time. Jurisdictions to ensure that their current NFATs are communicated to the CTU Secretariat. Secretariat to deposit collection of Caribbean NFATs as a resource on the CTU web site | OngoingQ2 2023 | SMTF MembersCTU Secretariat |
| 1.2 Population of a software database with NFAT data from each jurisdiction | Research and report on options for establishing such a database e.g. via CITEL, ITU or CTU facilitiesIf via new CTU facilities, establish a technical statement of need for the automated database to describe * Field structure
* File structure
* Functionality

Research and recommend database software appropriate to this applicationPlan and undertake database population work based on software recommendation and data availability  | Q2 2023Q3 2023Q3 - Q4 2023Q3 – Q4 2023 | CTU SecretariatCTU SecretariatCTU SecretariatCTU Secretariat |
|  | 1.3 Harmonisation of priority bands. Working Group (addressing IMT & IOT/innovation bands e.g. Wi-Fi, DSA, TVWS etc.):**TATT** (Lead), C&W, Belize, ECTEL | Priority bands identified as those for IMT, emergency comms and IOT/innovationDevelopment and consideration of harmonisation proposalsReview ANFR Proposal for harmonization in TDD 3400 – 3800 MHz for 5G:Indicate ability/willingness to accommodate ANFR request/proposal Survey of SMTF members to collect info on current assignments and plans for identified priority bands (Consider CITEL template)Assessment of bands for regional authorisation (e.g. for Auction or for unlicensed use) based on harmonisation recommendations | Ongoing. Specific deliverables to be considered in Q1 2023 meeting Q4 2022Q3 2022Q4 & Ongoing | Working GroupSMTF Members Working GroupCTU Secretariat CTU Secretariat & SMTF Members |
|  |  |  |  |  |
| 2.0 Harmonizing Spectrum Management Policies to Facilitate New and Emerging Technologies and Services | 2.1 F | Identify |  |  |
| 2.2 F | Seize  |  |  |
| 2.3 C | M |  |  |
|  | 2.4Address operational coordination matters arising | Common approach to coordination with satellite service operators | Q3 and ongoing | SMTF Chair |
|  |  |  |  |  |
| 3.0 Emergency Communications | 3.1 Country status dashboard for emergency communications | Develop and post a dashboard of emergency communications best practices showing the status for each country (e.g., national emergency telecoms plans, Tampere Convention, IARP Convention etc.) | Q1 2023 | CTU Secretariat / UWI (St. Aug) |
| 3.2 Accession to the Tampere Convention | Sustain awareness campaign to encourage universal sign on to Tampere Convention. (Concerns of potential signatories to be addressed)Identify and highlight implementation considerations re the ConventionIssue to be raised again at the CTU’s GC for coordination with Foreign Affairs Ministers Advocate for Caribbean countries to accede to Tampere Convention Foster coordination among CDEMA and stakeholders like CANTO.SMTF members to work with local Disaster Management offices to promote initiative | Q3 2023Q3 2023Q3 2023OngoingOngoing Ongoing  | CTU SecretariatCTU SecretariatCTU SecretariatCTU Secretariat / SMTF Members CTU SecretariatSMTF Members  |
|  | 3.3 Adoption of IARP (Advocated by the IARU for mobilising and expediting telecom relief efforts in disaster response) | Foster universal acceptance and adoption of IARP via an awareness campaign.Call on Caribbean countries to accede to amended IARP Convention, which is open for signing at the OAS. Accession to the amendment to the IARP Convention to be raised at CTU Ministerial meetings | Q3 2023OngoingQ3 2023 | IARU and CTU SecretariatIARU, CTU Secretariat, SMTF MembersCTU Secretariat |
| 3.4 Harmonisation of Band Plans for Emergency CommunicationsWorking Group:**ECTEL** (Lead), TATT, SMA, UWI St. Aug and Grenada | Establish list of bands used in each jurisdiction (To be used to inform international /regional agencies); Examine bands available and make harmonisation recommendations accordingly. | Q1 – Q2 2022Q2 – Q3 2022 | ECTEL, TATTWorking Group |
|  | 3.5Baseline data gathering on emergency communications in the maritime bands[Smart Seas Project in progress with the ITU in T&T with possible future benefit to the wider Caribbean.] | Conduct a survey of marine communications to include infrastructure and national Maritime Rescue Coordination Centre (MRCC) arrangements, relevant national policy and regulatory provisions, channel use, operations and associated capacity:* Develop Survey instrument
* Data gathering
* Analysis & presentation
 | Q1 2022 and ongoingCompletedQ2 – Q3 2022 Q3 2022  | UWI St Aug / CTU SecretariatUWI St AugSMTF Members /CTUUWI St Aug/CTU Sec |
|  |  |  |  |  |
| 4.0 Spectrum Pricing | 4.1 Fostering common pricing guidance for advice to regional regulatorsWorking Group:**SMA Jamaica** (Lead), TATT and Digicel | Consider appropriate interim pricing arrangements and recommend appropriate approaches for emerging broadband mobile and satellite applications, e.g. 5G, HAPS & LEO services. Coordinate with ITU, SMTF and others to provide capacity building seminar(s) and activities. | Q2 – Q4 2022Q2 – Q4 2023 | Working Group CTU Secretariat  |
|  |  |  |  |  |
| 5.0 WRC-23 Preparations  | 5.1 Identifying priority WRC-23 agenda items of Caribbean relevance | Group discussions and proposals on agenda items for priority focusAgree primary items for Caribbean attention | Q1 – Q2 2023Q2 2023 | SMTF Chairman / SMTF Members |
|  | 5.2Formulating harmonised Caribbean positions for proposal to WRC-23 | Identify item coordinators and vice-coordinators for relevant priority WRC-23 agenda itemsCollaborate with Task Force members and engage with key stakeholder groups to inform the formulation of harmonised Caribbean positionsLiaise with CITEL and ITU as appropriate to inform and advance harmonised Caribbean positions | Q1 2023Q1 – Q4 2023Q1 - Q4 2023 | SMTF Chair / SMTF MembersSMTF Members / CTU SecretariatSMTF Members / CTU Secretariat |
|  |  |  |  |  |
| 6.0Planning Digital Broadcasting Switchover | 6.1 Develop and promote harmonised approaches to digital transition  | Establish best practice guidelines to assist countries in DSO strategy planning* Proposal document for SMTF consideration

Collaborate with broadcast sector (e.g. the CBU et al) to undertake regional awareness campaign and facilitate harmonised approaches | Q1 2023 & ongoingQ?Q3 – Q4 2022 & ongoing | SMTF MembersVolunteer/broadcaster?CTU Secretariat / SMTF Members |
|  |  |  |  |  |
| 7.0 Maintaining Information for Operational Coordination (e.g. re Cross border Interference and Emergency Communications | 2.1 Focal Contact Points for Cross-border Interference | Identify annually and as required, contact info for functional/technical and higher level (Ministerial) coordinators/ key contactsCompile list of the contacts received and those outstanding for general reference; post on a special SMTF partition on CTU web siteObtain focal points for Cuba, Haiti & Dominican Republic  | Q1 annually Q2 annuallyQ1 2023 & annually | SMTF MembersCTU SecretariatCTU Secretariat |
|  | 2.2 Frequency Registration | Member States to provide status updates on their progress with registrations on the MIFR | At SMTF meetings | SMTF Members |
|  | 2.3 Coordination Agreements | Member States share their frequency agreements CTU to maintain a centralised record of regional agreements shared | OngoingOngoing | SMTF MembersCTU Secretariat |
|  | 2.4 Focal contact points for emergency communications | Maintain database of current contacts, reaching out to CTU Member States beyond Task Force/ Steering Committee members for contact infoPost contact list on a new SMTF partition on CTU web site | OngoingQ3 2022 | CTU Secretariat |