



Caribbean Telecommunications Union



Spectrum Management Task Force (SMTF)

Action Plan 2023

[Endorsed by the Spectrum Management Steering Committee]

2023-04-20



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. Harmonising spectrum management policies to facilitate new and emerging technologies and services for socio-economic development
3. Emergency Communications
4. Spectrum Pricing
5. WRC-23 Preparations
6. Planning Digital Broadcasting Switchover
7. Maintaining Current Information for Operational Coordination (to support Cross-border interference coordination and emergency communications)

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.	Ongoing	SMTF Members
		Secretariat to deposit collection of Caribbean NFATs as a resource on the CTU web site	Completed	CTU Secretariat
	1.2			

Thematic Area	Initiative	Comments/Actions	Time Frame	Lead
	Population of a software database with NFAT data from each jurisdiction	<p>Research and report on options for establishing such a database e.g. via CITELE, ITU or CTU facilities</p> <p>If via new CTU facilities, establish a technical statement of need for the automated database to describe</p> <ul style="list-style-type: none"> • Field structure • File structure • Functionality <p>Research and recommend database software appropriate to this application</p> <p>Plan and undertake database population work based on software recommendation and data availability</p>	<p>Q2 2023</p> <p>Q3 2023</p> <p>Q3 - Q4 2023</p> <p>Q3 – Q4 2023</p>	<p>CTU Secretariat</p> <p>CTU Secretariat / SMA Jamaica / ECTEL</p> <p>CTU Secretariat</p> <p>CTU Secretariat/SMA Jamaica</p>
	<p>1.3 Harmonisation of priority bands.</p> <p><u>Working Group</u> (addressing IMT & IOT/innovation bands e.g. Wi-Fi, DSA, TVWS etc.):</p>	<p>Priority bands identified as those for IMT, emergency comms and IOT/innovation</p> <p>Development and consideration of harmonisation proposals for IMT and IOT/innovation bands</p> <ul style="list-style-type: none"> • Data collection: Survey of SMTF members to collect info 	<p>Q1 2024</p>	<p>Working Group</p> <p>Working Group</p>

Thematic Area	Initiative	Comments/Actions	Time Frame	Lead
	TATT (Lead), C&W, Belize, ECTEL	<p>on current assignments and plans for IMT/IOT bands</p> <ul style="list-style-type: none"> Review ANFR Proposal for harmonization in TDD 3400 – 3800 MHz for 5G: - Indicate ability/willingness to accommodate ANFR request/proposal Prepare Harmonization Proposals <p>Assessment of bands for regional authorisation (e.g. for Auction or for unlicensed use) based on harmonisation recommendations</p>	<p>Q2 2023</p> <p>Q2 2023</p> <p>Q3 2023</p> <p>Q4 & Ongoing</p>	<p>Working Group</p> <p>SMTF Members</p> <p>Working Group</p> <p>CTU Secretariat & SMTF Members</p>
2.0 Harmonising Spectrum Management Policies to Facilitate New and Emerging Technologies and Services for socio-economic development	2.1 Review the regional spectrum management policy documents to assess ongoing relevance (Policy Framework 2008 and Strategic Plan 2016-2018)	<p>Assess the suitability of existing policies in light of the range of new and emerging technologies and services e.g. ESIMs, 5G/6G, NGSO services, IOT, HIBS, non-terrestrial networks (NTNs), system/services integration.</p> <ul style="list-style-type: none"> Initial report on need for review of policy documents Assessment of policy gaps (Workshop) 	<p>Q2 2023</p> <p>Q4 2023</p>	<p>CTU Secretariat</p> <p>SMTF Members</p>

Thematic Area	Initiative	Comments/Actions	Time Frame	Lead
	2.2 Address operational coordination matters arising	Assess feasibility of a common approach to market access, licensing and coordination with satellite service operators and relevant others as required	Q1 - Q3 2023	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 <NETPs>, Tampere Convention, IARP Convention etc.) - Include a repository of Caribbean NETPs	Q4 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 Convention	Q1 - Q3 2023 Q1 - Q3 2023	CTU Secretariat CTU Secretariat

Thematic Area	Initiative	Comments/Actions	Time Frame	Lead
		<p>Issue to be raised again at the CTU's GC for coordination with Foreign Affairs Ministers</p> <p>Advocate for Caribbean countries to accede to Tampere Convention</p> <p>Foster coordination among CDEMA and stakeholders like CANTO.</p> <p>SMTF members to work with local Disaster Management offices to promote initiative</p>	<p>Q3 2023</p> <p>Ongoing</p> <p>Ongoing</p> <p>Ongoing</p>	<p>CTU Secretariat</p> <p>CTU Secretariat / SMTF Members</p> <p>CTU Secretariat</p> <p>SMTF Members</p>
	<p>3.3</p> <p>Adoption of IARP (Advocated by the IARU for mobilising and expediting telecom relief efforts in disaster response)</p>	<p>Foster universal acceptance and adoption of amended IARP via an awareness campaign.</p> <p>Call on Caribbean countries to accede to amended IARP Convention, which is open for signing at the OAS.</p> <p>Accession to the amendment to the IARP Convention to be raised at CTU Ministerial meetings</p>	<p>Q1 - Q3 2023</p> <p>Ongoing</p> <p>Q3 2023</p>	<p>IARU and CTU Secretariat</p> <p>IARU, CTU Secretariat, SMTF Members</p> <p>CTU Secretariat</p>
	<p>3.4</p> <p>Harmonisation of Band Plans for</p>			

Thematic Area	Initiative	Comments/Actions	Time Frame	Lead
	<p>Emergency Communications</p> <p><u>Working Group:</u> ECTEL (Lead), TATT, SMA, UWI St. Aug and Grenada</p>	<p>Establish list of bands used in each jurisdiction (To be used to inform international /regional agencies);</p> <ul style="list-style-type: none"> • Survey instrument (include CDEMA requirements) • ECTEL to circulate a paper discussing harmonization options <p>Examine bands available and make harmonisation recommendations accordingly.</p>	<p>Q1 2023</p> <p>Q2 – Q3 2023</p>	<p><u>ECTEL</u>, TATT</p> <p>Working Group</p>
	<p>3.5</p> <p>Baseline data gathering on emergency communications in the maritime bands</p> <p>[Smart Seas Project in progress with the ITU in T&T with possible future benefit to the wider Caribbean.]</p>	<p>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:</p> <ul style="list-style-type: none"> • Develop Survey instrument • Data gathering • Analysis & presentation 	<p>Q1 2022 and ongoing</p> <p>Completed</p> <p>Q1 – Q2 2023</p> <p>Q3 2023</p>	<p>UWI St Aug / CTU Secretariat</p> <p>UWI St Aug</p> <p>SMTF Members /CTU</p> <p>UWI St Aug/CTU Sec</p>

Thematic Area	Initiative	Comments/Actions	Time Frame	Lead
4.0 Spectrum Pricing	4.1 Fostering common pricing guidance for advice to regional regulators	Consider appropriate interim pricing arrangements and recommend appropriate approaches for emerging broadband mobile and satellite applications, e.g. 5G, HAPS & LEO services.	Q2 – Q4 2023	Working Group
	<u>Working Group:</u> SMA Jamaica (Lead), Belize PUC, TATT and Digicel	<ul style="list-style-type: none"> Collect and analyse regional pricing data to facilitate benchmarking (IMT, backhaul, satellite, broadcast bands) Establish an online repository of pricing data for CTU countries (prototype) 	Q1 – Q3 2023	Working Group
		Coordinate with ITU, SMTF and others to provide capacity building seminar(s) and activities.	Q4 2023	Working Group
			Q2 – Q4 2023	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 focus Agree primary items for Caribbean attention	Q1 – Q2 2023	SMTF Chairman / SMTF Members
			Q2 2023	
	5.2		Q1 2023	

Thematic Area	Initiative	Comments/Actions	Time Frame	Lead
	Formulating harmonised Caribbean positions for proposal to WRC-23	<p>Identify overall coordinator plus item coordinators and vice-coordinators for relevant priority WRC-23 agenda items</p> <p>Collaborate amongst Task Force members and engage with key stakeholder groups to inform the formulation of harmonised Caribbean positions</p> <p>Liaise with CITEL and ITU as appropriate to inform and advance harmonised Caribbean positions</p>	<p>Q1 – Q4 2023</p> <p>Q1 - Q4 2023</p>	<p>SMTF Chair / SMTF Members</p> <p>SMTF Members / CTU Secretariat</p> <p>SMTF Members / CTU Secretariat</p>
6.0 Planning Digital Broadcasting Switchover	6.1 Develop and promote harmonised approaches to digital transition	<p>Establish best practice guidelines to assist countries in DSO strategy planning</p> <ul style="list-style-type: none"> Proposal document for SMTF consideration <p>Collaborate with broadcast sector (e.g. the CBU et al) to undertake regional awareness campaign and facilitate harmonised approaches</p>	<p>Q1 2023 & ongoing</p> <p>Q2 2023</p> <p>Q3 – Q4 2022 & ongoing</p>	<p>SMTF Members</p> <p>SMA Jamaica / Broadcaster?</p> <p>CTU Secretariat / SMTF Members</p>

Thematic Area	Initiative	Comments/Actions	Time Frame	Lead
7.0 Maintaining Current Information for Operational Coordination (to Support Cross-Border Interference Coordination and Emergency Communications)	7.1 Focal Contact Points for Cross-border Interference	Identify annually and as required, functional/technical level contact info and higher level (Ministerial) coordinators/ key contacts	Q1 annually	SMTF Members
		Compile list of the contacts received and outstanding; post on a special SMTF partition on CTU web site	Q2 annually	CTU Secretariat
		Obtain focal points for Cuba, Haiti & Dominican Republic	Q1 2023 & annually	CTU Secretariat
	7.2 Frequency Registration	Member States to give status updates re their MIFR registrations	At SMTF meetings	SMTF Members
	7.3 Coordination Agreements	Member States to share their frequency agreements	Ongoing	SMTF Members
		CTU to maintain a centralised record of regional agreements shared	Ongoing	CTU Secretariat
	7.4 Focal contact points for emergency communications	Maintain database of current contacts, reaching out beyond Task Force/ Steering Committee members for contact info	Ongoing	CTU Secretariat
		Post contact list on a new SMTF partition on CTU web site	Q2 2023	