MEETING OF THE
CARIBBEAN SPECTRUM MANAGEMENT TASK FORCE

15th – 16th May 2025
In-Person, Hyatt Regency, Port of Spain, Trinidad and Tobago

The Caribbean Telecommunications Union (CTU) invites you to attend a scheduled in-person meeting of the Caribbean Spectrum Management Task Force (SMTF) on 15th and 16th May 2025 at the Hyatt Regency Trinidad. This immediately follows the 2nd Caribbean Spectrum Management Conference, organized by ForumGlobal and hosted by the Telecommunications Authority of Trinidad and Tobago taking place at the same venue on 13th – 14th May 2025.

Background

Regional harmonisation of spectrum management policies and practices as well as relevant capacity building initiatives are being coordinated regionally by the Caribbean Telecommunications Union (CTU) through the work of the Spectrum Management Steering Committee (SMSC) and the multi-stakeholder Spectrum Management Task Force (SMTF). The harmonisation work continues to be guided by tenets of the **Caribbean Spectrum Management Strategic Plan** developed by these two groups, which seeks to achieve the following goals across the region:

- Harmonisation of national frequency allocations and band plans, including common frequencies and international protocols for disaster management and emergency telecommunications
- Minimisation of cross border interference
- Establishment of common approaches to digital broadcasting switchover, TV white spaces regulation and spectrum pricing.

In addition to focusing on these goals, the ongoing work of the SMTF and SMSC also creates and leverages capacity-building opportunities and addresses important current matters arising, such as regional preparations for ITU World Radiocommunication Conferences.

Spectrum Management Task Force (SMTF) Meeting Objectives: 15th and 16th May 2025
The main objectives of this meeting are as follows:

- Workshop to review fundamental principles of the Caribbean Spectrum Management Strategic Plan
- Meetings of the Working Groups of the SMTF
- Engagements with industry stakeholders in spectrum management
- Focus on relevant CITEL Technical Handbook and/or Best Practice Guidelines
- Receive feedback from the SMSC
- Review status of the SMTF 2025 Action Plan

Participation
Registration for the SMTF meeting is separate and distinct from registering for the 2nd Caribbean Spectrum Management Conference that precedes it. Please register to attend the SMTF meeting by following this link:
https://form.jotform.com/CTUnion/SMTF2025TT

Also visit and follow our CTU event page at https://ctu.int/event/spectrum-management-task-force-and-workshop-6/ where progressively updated information for SMTF participants will be posted.

Persons attending the associated 2nd Caribbean Spectrum Management Conference are also advised to visit that web site for additional information.

Target Audience
- Members of the Spectrum Management Task Force
- Members of the Spectrum Management Steering Committee
- Representatives (Policy Makers and Regulators) from CTU member countries
- Policy-makers and regulators from non-CTU countries
- Caribbean telecommunications industry practitioners and stakeholders
- Other telecommunications industry practitioners and stakeholders
- Telecommunications industry associations and regional organisations
- International telecommunications organisations
- CTU Secretariat support staff.

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DRAFT AGENDA

Day 1 – 15th May 2025

15th May 2024		
Indicative Time (UTC -4)	**Agenda Items**	**Lead/Presenter**
09:00	Opening Remarks	CTU / SMTF Chair
09:15	Introduction of Delegations	SMTF Chair
09:25	Feedback from the SMSC	SMSC Chair
10:00	Public Policy Best Practices to Unleash 5G Potential	**Mr. Francisco Soto,** Huawei
10:30	**Coffee Break**	
10:45	**Engagements with Industry Stakeholders:** - Presentation on relevant GSOA Technical Handbook and/or Best Practice Guidelines - DataAxis - GSMA - Mobile trends and WRC-27 updates - WRC-27 Agenda Items	**Mr. Ryan Johnson &** **Mr. Zach Blackburn** **Mr. Guershon Nahr** **Mr. Ferran Font Pons** **Mr. Carmelo Rivera**
12:30	**Lunch**	
13:30	Meetings of the SMTF Working Groups	Working Group Leads
15:00	Break	
15:15	Plenary Sharing of Working Group Outputs	Working Groups
17:00	End of Day 1	

Day 2 – 16th May 2025

16th May 2024		
Indicative Time (UTC -4)	**Agenda Items**	**Lead/Presenter**
09:00	Opening Remarks	CTU / SMTF Chair
09:15	Strategic Plan Review Workshop	Facilitator
10:45	**Coffee Break**	
11:00	Strategic Plan Workshop	Facilitator
12:00	**Lunch**	
13:30	Review and Update Status of the SMTF Action Plan 2025	SMTF Chair / CTU
15:30	Planning Next Steps and Meetings	SMTF Chair / CTU
16:00	Close of Meeting	SMTF Chair