Caribbean Telecommunications Union

Caribbean Preparatory Meeting (Virtual) for the
World Telecommunication Development Conference 2025
(WTDC-25)
24th January 2025

Meeting Brief

Purpose

This brief explains the aims of the subject Caribbean Preparatory Meeting scheduled for 24th January 2025. It provides background information on the upcoming World Telecommunication Development Conference 2025 (WTDC-25) of the International Telecommunication Union (ITU) and its preparatory processes, with a focus on effective participation in the virtual Caribbean Preparatory Meeting and subsequent Americas regional meetings. It also describes the specific inputs and pre-meeting preparation being requested of Member States and relevant stakeholders to identify Caribbean ICT development priorities for the short to medium term.

Background and Objectives

The World Telecommunication Development Conference (WTDC) is a standing conference of the International Telecommunication Union (ITU) that is held roughly every four years to determine the ITU's global telecommunications/ICT development priorities and agenda for the subsequent four-year period. The WTDC is of particular importance to developing countries since its subject matter and outcomes are directly relevant to the needs of developing countries and the conference provides an opportunity for special focus and resources to be applied to identifying and satisfying these needs.

WTDC-25 is scheduled to be held in Baku, Republic of Azerbaijan from 17 to 28 November 2025 and a series of preparatory activities and meetings are taking place in the run-up to the conference in order to facilitate successful outcomes. For the Americas Region, which includes the Caribbean, a week of meetings has been scheduled to take place in Asunción, Paraguay under the auspices of the Inter-American Telecommunications Commission (CITEL) and at the kind invitation of the Comisión Nacional de Telecomunicaciones (CONATEL) of Paraguay, in order to consolidate telecommunications/ICT development priorities and proposals from the Americas and facilitate formulation of Inter-American Proposals (IAPs) to WTDC-25.

Dates (2025)	Event	Funding Opportunities	Location
31 Mar	ITU Regional Development Forum for Americas Region (RDF-AMS)	Limited ITU Fellowships available for RDF-AMS and RPM-AMS. All CTU independent member States are eligible. (See form enclosed.)	Asunción, Paraguay
1 – 2 Apr	Regional Preparatory Meeting for WTDC-25 for the Americas (RPM-AMS)		
3 – 4 Apr	46 CITEL PCC.I Meeting		

The RDF-AMS will review and report on the outcomes and implementation of the World Telecommunication Development Conference (WTDC-22), held in Kigali, Rwanda, in June 2022, and in particular the progress made in the realization of the Regional Initiatives for the Americas approved by the WTDC-22. The RPM-AMS will engage regional stakeholders to identify issues at the regional level that need to be addressed to foster the development of telecommunications and ICTs, taking into account the most pressing needs faced by the Member States and Sector Members of the region. Discussions at the RDF-AMS and RPMAMS will inform CITEL's further discussions and preparations for WTDC-25 at the 46th PCC.I meeting, particularly in developing and building consensus for Inter-American Proposals (IAPs) to the WTDC-25.

The ITU is offering one full or two partial fellowships to the RDF-AMS and the RPM-AMS to each eligible Member State. **The fellowship application deadline is 11th February 2025.** See the ITU Fellowships Portal and the accompanying form for further information and instructions.

Objectives of the Caribbean Preparatory Meeting for WTDC-25 (Jan 24):

In an effort to ensure sufficiently influential Caribbean input to these Americas region preparations and IAPs to WTDC-25, the CTU is convening a Caribbean Preparatory Meeting for WTDC-25 virtually on 24th January 2025 in order to:

- Enable common briefing of CTU Member States and relevant stakeholders on all matters related to WTDC-25
- Identify and agree on common Caribbean priorities and/or initiatives to be advocated at the Americas regional level and at WTDC-25
- Facilitate substantial and effective Caribbean contribution, participation and influence at the RDF-AMS, the RPM-AMS and at WTDC-25.

Status of ITU's WTDC-25 Preparatory Process

In the run-up to WTDC-25, to maximise its likelihood of success, the ITU has programmed a series of preparatory meetings in order to harmonise proposals and identify and minimise contentions in advance of the Conference. A preparatory meeting has been scheduled in each of the ITU's six global regions to harmonise regional proposals for WTDC-25. The RPM-AMS will be the fourth of six regional meetings to be held between February and April 2025. In addition to the regional meetings, a meeting of the Telecommunication Development Advisory Group (TDAG) and two Inter-Regional Meetings (IRMs) are also planned where regional representatives would have the opportunity to progressively share and compare the status of regional thinking. The TDAG and programmed IRMs are as follows:

TDAG   12th – 16th May 2025, Geneva

IRM-1   14th – 15th July 2025 (tbc)

IRM-2   29th – 30th September 2025 (tbc)

Along with and in order to inform these meetings, technical working groups of the ITU's Telecommunication Development Advisory Group (TDAG) provide technical inputs and analysis for the work of the conference that are considered by all the preparatory meetings. The Bahamas and, to a lesser extent, the CTU Secretariat have been following the work of certain TDAG working groups and will provide an update at the Caribbean preparatory meeting.

Additional specific information on WTDC-25 would become available on the ITU web site in the coming weeks. TDAG documents are also in drafting stages but may be reviewed online.

Identification of Caribbean Telecommunication/ICT Development Priorities

The major activity at the Caribbean preparatory meeting would be the identification of Caribbean development priorities for proposal to the wider Americas region and ultimately to WTDC-25. Such priorities would also inform the formulation of specific projects, at the national or regional level, to realise the priorities. This activity to agree on Caribbean priorities would be a facilitated session to:

- Review current Caribbean priorities brought forward from the last WTDC cycle to assess status of achievement and continuing relevance (see enclosed
- Receive and consider inputs on current national priorities and proposed regional initiatives
- Review and consider current WTDC-25 thematic areas for congruence with the above
- Formulate proposals, ideally harmonised, for advancement to the Americas regional discussions.

Pre-Meeting Preparation

Member States are requested to prepare themselves for active and effective participation in the Caribbean preparatory meeting by:

- Reviewing the documents provided and identifying other documents you recommend be considered in determining Caribbean ICT development priorities
- Considering progress made and extent of continuing relevance of Caribbean WTDC priorities brought forward
- Considering your major telecommunications/ICT national priorities/initiatives particularly those that are relevant to or may be facilitated by regional coordination and/or ITU resources and expertise
- Articulating such priorities/initiatives using the template in Appendix 1
- Submitting completed template forms to the CTU Secretariat by e-mail to Shanea.Lewis@ctu.int, **ideally by 22nd January 2025**.

APPENDIX 1

Template for National / Caribbean Initiatives

DRAFT 1

Coordinator: <Agency> <e-Mail

Contact(s)>

Name of Initiative	
Description	
Keywords	
Objective	
Expected Results	1.
Relationship to:	
Partners	

APPENDIX 2

Sample Draft Caribbean Initiatives

DRAFT 1

Coordinator: Caribbean Telecommunications Union
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	Caribbean Relay Service for the Blind and Deaf
Description	Information and Communication Technologies (ICT) platform to provide communications and interpretation services for People with Disabilities (PWD) via the Internet.
Keywords	ICT4PWD, inclusivity, innovation
Objective	To provide ICT-based communication relay services for the Deaf and Blind in the Caribbean
Expected Results	1. Improving communication options for the Caribbean's deaf and blind people; 2. Enhancing opportunities for inclusion in main stream activities 3. Creation of an ICT platform to offer other services to the Blind and Deaf
Relationship to:	SDG 10
Partners	Caribbean Network Operators Social services Ministries and Organisations

	ICT Legislation Reform
Description	Reform of legislation to ensure relevance in the light of technological convergence and to remove obstacles to regional roll-out of e-government services
Objectives	To support Member States in reforming their legislative frameworks to enable the implementation of egovernment services.
Expected Results	A legal framework to facilitate effective delivery of egovernment services
Relationship to:	SDG 8, 16
Partners	

Preliminary Draft Initiatives for Consideration

1. Emergency Telecommunications and Early Warning Systems
2. Spectrum Management and the transition to Digital Broadcasting
3. Deployment of Broadband infrastructure, services and applications and adoption of broadband inclusively as a means to achieve SDGs.

4. Affordability of telecommunications services with special attention to broadband services as a means for sustainable development
5. Development of the Digital Economy, Smart Cities and Internet of Things, promoting innovation, social inclusion and sustainable development