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| **19th Meeting of the South Asian Telecommunication Regulators’ Council (SATRC-19)** | **SATRC-19/OUT-09** |
| 13 – 15 December 2018, Islamabad, Pakistan | 15 December 2018 |

**SOUTH ASIAN TELECOMMUNICATION REGULATORS’ COUNCIL (satrc) action plan phase VII**

**SOUTH ASIAN TELECOMMUNICATION REGULATORS’ COUNCIL**

**(satrc) action plan phase VII**

1. **OBJECTIVE**

The SATRC activities are conducted through the SATRC Action Plan at different phases. The concept of developing SATRC Action Plan was initiated in 2005 from the fact that the key issues can be addressed in a more focused and harmonized manner by adoption of an Action Plan. The Action Plan provides a common charter to SATRC members for deriving the synergy of collaborative wisdom and action.

The SATRC Action Plan aims at addressing the regulatory issues and challenges of common concern to its members that arise due to market dynamics, technological developments, and innovations in the field of information and communications so as to harness their full potential for the benefit of all by utilizing the expertise and financial resources available from within its member countries.

The Action Plan Phase VII was adopted by the 19th Meeting of SATRC (SATRC-19) in Islamabad, Pakistan. The implementation period for Action Plan Phase VII would be 2019 – 2020. In the implementation of Action Plan Phase VII, SATRC will cover a wide variety of issues related to the regulators under two working groups as described below.

1. **STRUCTURE**

The two Working Groups of the SAP Phase VI worked very efficiently and developed the outcomes as planned in a timely manner. Following two Working Groups will continue their activities:

* **Working Group Policy, Regulation and Services:** to deal with the issues related to policy, regulation and service development of Telecommunication and ICT sector in the region
* **Working Group on Spectrum:** to deal with the issues related to spectrum management, monitoring, sharing and coordinated efficient use of spectrum for different service in the region

Working Group will study the work items as decided by the SATRC Meeting. SATRC will base its decision on the relevance and practical use of the study outcomes. In view of the dynamic nature of the sector, it is important that the study on work items be done within short period of time.

The effectiveness of the Working Groups can be further improved by online working and enhanced participation of the relevant experts in physical meetings and e-meetings. Working Groups will be able to undertake more work items which can be approved by the SATRC Chairman by electronic consultation. In order to facilitate smooth working, it is requested that after approval of the Action Plan Phase VII by SATRC, the names of the experts should be confirmed urgently.

Besides Working Groups activities, SAP Phase VI will also include:

* **Capacity Building Workshops/Trainings:** to organize workshops/trainings for the personnel of regulatory bodies on the recent trends in telecommunication/ICT sector.
* **SATRC Web Portal:** to collect the information from regulatory bodies and publish it of SATRC webpage for information sharing among the regulators. APT Secretariat will send circular requesting SATRC Members to list the information to share on SATRC Web Portal.

**Working Procedure for the Working Groups:** The Working Groups will maintain the following working procedure:

* Working Group will be chaired by nominee from one of the regulators
* There should be at least one expert from each member regulator in each Working Group
* Regulators may nominate and encourage experts on relevant work from the industry sector of their country
* Each working group will work on a number of work items relevant to the need of the SATRC region
* Work items will be proposed by the regulators, working group experts and SATRC consultant considering the needs of the regulators and the industry
* Working group will have one physical meeting in a year. Beside physical meetings working group should conduct online activities through email reflector. The venue of the working group will be decided based on the invitation of the member regulators or APT Secretariat.
* For attending the working group meeting one fellowship per SATRC member will be granted
* Working group will decide the scopes of work of each working items
* The output of each work items could be a SATRC Report or Guideline or Opinion as decided by the working groups
* All the outputs of the working groups must have to be approved by the next immediate meeting of the SATRC
1. **Work Plan and Estimated Budget for SATRC Action Plan Phase VII: Time Frame 2019 – 2020**

| **Sl. No** | **Activities** | **Methodology** | **Work Items** | **Expected Output** | **Estimated Budget (US$)** | **Remarks** |
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| **1.** | **Working Group Policy, Regulation and Services** | Working Group will chaired by Pakistan. Bangladesh and Nepal will provide Vice-Chairmen. At least one expert from each SATRC Country. One physical meeting per year. Electronic meetings will be organized monthly/bi-monthly basis. Working Group will define the scope of each work item and expected outputs in defined time frame | 1. Regulatory approaches to enhance QoS of Mobile Operators
 | SATRC Reports/Guidelines | **30,000** | One fellowship will be granted for each SATRC Members for attending Working Group Meeting. |
| 1. Digital Financial Services
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| 1. Harmonizing ICT indicators in SATRC
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| **2.** | **Working Group Spectrum** | Working Group chaired by India. Afghanistan and Islamic Republic of Iran will provide Vice-Chairmen. At least one expert from each SATRC Country. One physical meeting per year. Electronic meetings will be organized monthly/bi-monthly basis.Working Group will define the scope of each work item and expected outputs in defined time frame | 1. Assessment of current practices in spectrum management and developing spectrum roadmap
 | SATRC Reports/Guidelines | **30,000** | One fellowship will be granted for each SATRC Member for attending Working Group Meeting. |
| 1. Spectrum re-farming
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| 1. Spectrum considerations for the deployment of IoT
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| **3.** | **Capacity Building**  | Three workshops will be organized. The topics would be related to the activities of the SATRC Working Group and recent trends. Consultation will be conducted in order the select the themes for the workshops. | 1. Workshop on policy, regulation and service related issues
 |  | **70,000** | Two fellowships for each SATRC Member will be granted.One of the Workshops will be funded by the Extra Budgetary Contributions by the Government of Japan.  |
| 1. Workshop on Spectrum
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| 1. Workshop on recent trend and technologies
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| **4.** | **Facilities for electronic meetings and remote participation** | To organize the e-Meetings of the WGs in between physical meetings. It will also facilitate the participation of the experts who cannot attend the physical meetings of the WGs  | Facilities to be organized by APT Secretariat | Electronic meeting facilities and remote participation at SATRC events | 3,000 | APT Secretariat will purchase necessary hardware and software for providing the facilities |
| **5.** | **Facilitation of fellowship for SATRC** | To facilitate the allocation of fellowships for SATRC Members, particularly, Chairman and Lead Experts of the Working Groups to attend the SATRC Meetings  |  |  | **20,000** | SATRC Members to nominate Chairman and Lead Experts of the Working Groups to attend SATRC Meetings  |
| **6.** | **Auditing and Miscellaneous Expenses** | Including the auditing fees of the EBC SATRC |  |  | **2,500** | APT Secretariat will communicate with the audit firm to conduct the audit |
| **7.** | **Administrative Fee** **for EBC (7%)** |  |  |  | **9,990** |  |
| **Expected Expenses for Implementation of Action Plan Phase VII** | **165,400** | To be secured by extra budgetary contribution by SATRC Members |

1. **Estimated Income for Implementation of Action Plan Phase VII**

Expected income for the implementation of SATRC Action Plan Phase VII will be mainly the Extra Budgetary Contribution (EBC) from SATRC Members or any voluntary extra budgetary contributions by other APT members. The SATRC Members shall at least maintain the same level of contribution that they provided for Action Plan Phase VI subject to the approval of the concerned authority.

The estimated income, as pledged at the SATRC-19, for Action Plan Phase VII is shown in the table below.

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| **No.** | **Country** | **SATRC Members** | **Contributions in** **Action Plan Phase VII****for year 2019-2020 (USD)** |
| 1 | Afghanistan | Afghanistan Telecommunication Regulatory Authority (ATRA) | 6,000 |
| 2 | Bangladesh | Bangladesh Telecommunication Regulatory Commission (BTRC) | 10,000 |
| 3 | Bhutan  | Bhutan Infocomm and Media Authority (BICMA) | 5,000 |
| 4 | India | Telecom Regulatory Authority of India (TRAI) | 40,000 |
| 5 | Islamic Republic of Iran | Communications Regulatory Authority (CRA), Islamic Republic of Iran | 11,000 |
| 6 | Maldives | Communications Authority of Maldives (CAM) | 5,000 |
| 7 | Nepal | Nepal Telecommunications Authority (NTA) | 10,000 |
| 8 | Pakistan | Pakistan Telecommunication Authority (PTA) | 15,000 |
| 9 | Sri Lanka | Telecommunications Regulatory Commission (TRC), Sri Lanka | 15,000 |
| Total Pledged EBC for SATRC Action Plan Phase VII | 117,000 |
| Amount Carried Forward from Action Plan Phase VI | 66,385 |
| Arrears of contributions receivable | 9,549 |
| **Total fund availability for SATRC Action Plan Phase VII** | **191,934** |

1. **Tentative Calendar of the Implementation of SATRC Action Plan Phase VII**

Following tentative calendar is proposed for the implementation of SATRC Action Plan VII during the implementation period of 2019 – 2020.

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| **No.** | **Activity** | **Time Frame** | **Venue** |
| 1. | 1st Meeting of the SATRC Working Group on Policy, Regulation and Service | Q1/Q2 of 2019 | Sri Lanka (to be confirmed) |
| 2. | 1st Meeting of the SATRC Working Group Spectrum | Q1/Q2 of 2019 | Islamic Republicof Iran |
| 3. | SATRC Workshop of on Spectrum  | Q3 of 2019 | India |
| 4. | **20th SATRC Meeting** | **Q4 of 2019** | **Bhutan** |
| 5. | SATRC Workshop on Recent Trend and Technologies  | Q1 of 2020 | Afghanistan |
| 6. | SATRC Workshop on Policy, Regulation and Services | Q2 of 2020 | Pakistan |
| 7. | 2nd Meeting of the SATRC Working Group on Policy, Regulation and Services | Q3 of 2020  | Maldives |
| 8. | 2nd Meeting of the SATRC Working Group on Spectrum | Q3 of 2020 | Nepal |
| 9. | **21st SATRC Meeting** | **Q4 of 2020** | **Islamic Republic****of Iran** |

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