

2019

WORKSHOP & MEETING

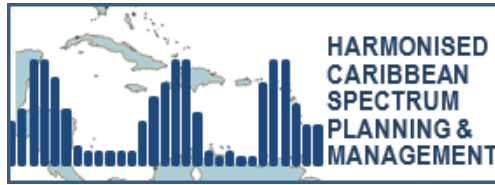
of the

CARIBBEAN SPECTRUM MANAGEMENT TASK FORCE

31st January - 1st February 2019

Marriott Hotel, Georgetown, GUYANA

Sponsorship Prospectus



Sponsorship Prospectus

for the Workshop and Meeting of the
Caribbean Spectrum Management Task Force

1 Invitation to Sponsor

The Caribbean Telecommunications Union (CTU) cordially invites you to join our esteemed group of sponsors for the **Caribbean Spectrum Management Task Force (SMTF)** meeting and workshop scheduled from **January 31st to February 1st 2019** at the Marriott Hotel in Georgetown, Guyana. The meeting will review status of the SMTF's 2018 Action Plan, develop the high level Action Plan for 2019 and advance Caribbean consensus on priority agenda items for the upcoming **World Radiocommunication Conference 2019 (WRC-19)**. Industry stakeholders, including the ITU, CITELE and players from the mobile, satellite and broadcasting sectors, are also invited to participate to inform the deliberations of the Task Force.

This event presents a unique opportunity for your organisation to demonstrate its commitment to ICT-enabled Caribbean development through sponsorship of our spectrum harmonisation work.

2 Introduction to the Caribbean Telecommunications Union (CTU)

The CTU was established in 1989 by Caribbean Heads of Government to support them as they sought to leverage telecommunications networks and services for national development. In 2004, the CTU expanded its mandate to include information and communication technologies (ICT) and extended membership to non-CARICOM Caribbean countries, the private sector and civil society organisations, thereby creating a multi-stakeholder ICT organisation. Since that time, the CTU has emerged as the region's foremost proponent of ICT-enabled development, committed to fostering the Caribbean's development through the effective use of ICTs.

The CTU's activities focus on the formulation of harmonised policies for the Caribbean ICT sector; raising awareness and educating stakeholders on the transformative potential of ICT; coordinating regional ICT projects; and providing technical advice and advocacy on ICT-enabled Caribbean development.

CTU Mission

To create an environment in partnership with members to optimize returns from ICT resources for the benefit of stakeholders



Working collaboratively with its member governments, telecommunication operators and regulators, technology companies, academia, regional and international ICT organisations and civil society, the CTU regularly brings together diverse communities of stakeholders in executing its work, which spans more than 20 countries/territories across the Caribbean.

The CTU operates on principles of integrity, transparency and accountability and is committed to excellence in the execution of its work. On this basis, the CTU attracts globally recognised strategic partners and supporters and its activities have been endorsed regionally and internationally.

3 Purpose of this Document

The purpose of this document is to present the opportunities for brand building, lead generation, business enhancement and demonstrating corporate leadership and social responsibility in the Caribbean ICT sector through sponsorship of this Workshop & Meeting of the Caribbean Spectrum Management Task Force (SMTF).

4 Caribbean Spectrum Management Workshop & Meeting

The Caribbean Telecommunications Union (CTU) is coordinating implementation of the Caribbean Spectrum Management Strategic Plan 2016 – 2018, which was developed over the period 2013 - 2016 under the Harmonised Caribbean Spectrum Planning and Management Project (HCSP&MP) sponsored by the Inter-American Development Bank (IDB) and Compete Caribbean. The strategic plan seeks to achieve the following goals across the region:

Audience

- ✓ Members of the Spectrum Management Task Force and Steering Committee;
- ✓ Representatives (Policy Makers and Regulators) from CTU member countries;
- ✓ Caribbean telecommunications industry practitioners and stakeholders
- ✓ Telecommunications industry associations and regional organisations
- ✓ International telecommunications organisations

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



The objectives of this workshop are to:

- Review the status of the SMTF's 2018 Action Plan, identify outstanding areas and appropriate interventions to be carried forward into 2019;
- Receive updates from the SMTF's coordinators/vice-coordinators of priority WRC-19 agenda items, on the status of Caribbean views or relevant Inter-American Proposals (IAPs) related to their respective agenda items, including feedback on the outcome of the 32nd CITELE PCC-II Meeting;
- Receive updates from relevant telecommunications industry stakeholders (e.g. ITU, CITELE, mobile, satellite, broadcasting sectors) in preparation for WRC-19;
- Prepare a 2019 Action Plan and provisional meeting schedule for the SMTF.

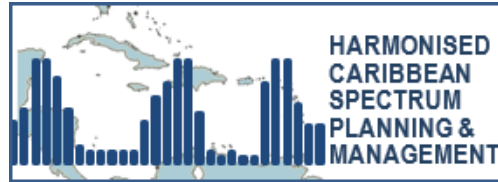
5 Why you should sponsor?

Sponsors are guaranteed access the following benefits:

- Formal speaking opportunities to on the programme to deliver your message
- Opportunities for brand building, lead generation, business enhancement and demonstrating corporate leadership and social responsibility in the Caribbean ICT sector
- Recognition and acknowledgement of corporate contributions to enhancement of Caribbean spectrum management
- Facilitated access to Caribbean policy-makers, regulators and other key stakeholders and influencers in spectrum management

Sponsorship Opportunities & Entitlements

Value of Sponsorship (US\$)	Entitlements
Gold 10,000.00 <i>Event Management</i>	<ul style="list-style-type: none"> • 1 Speaking position on the programme • Participation in Press Conferences for the Event • Display of Sponsor's Banner at the event • Recognition in all event documentation • Recognition on the CTU's Web site • Link back to the Sponsor's Web site
Silver 5,000.00 <i>Logistics</i>	<ul style="list-style-type: none"> • 1 Speaking position on the programme • Display of Sponsor's Logo at the event • Recognition in all event documentation • Recognition on the CTU's Web site • Link back to the Sponsor's Web site.
Copper 3,000.00 <i>Coffee Break</i>	<ul style="list-style-type: none"> • Recognition in all event documentation • Recognition at venue • Link back to the Sponsor's Web site.
Cobalt 2,000.00	<ul style="list-style-type: none"> • Recognition at venue • Recognition on the CTU's Web site



Commitment Form

Please complete and submit to the CTU for the attention of Ms. Sonja Johnson, Promotions and Publications Specialist.
E-Mail: Sonja.Johnson@ctu.int Fax No: (868) 622-6523 by **18th January 2019.**

Organisation: _____

Last Name : _____

First name : _____

Designation: _____

Address: _____

City: _____ **State:** _____

Country: _____ **Fax:** _____

Telephone: _____ **E-Mail:** _____

Categories of Sponsorship

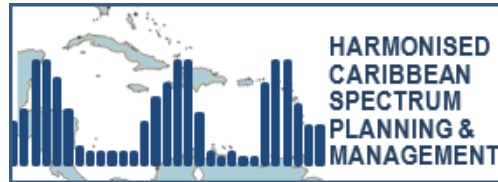
Class	Amount US\$	Please Tick
Gold	10, 000.00	
Silver	5,000.00	
Bronze	3,000.00	
Cobalt	2,000.00	
Other		

Please use the space below to indicate other ways in which you would like to support this Seminar.

Signed _____

Date _____

Organisation's Authorised Representative



Instructions to Sponsors

1. Commitment Form

Organizations wishing to sponsor are required to complete the attached Commitment Form and return it to the CTU Secretariat as soon as possible but ideally by **18th January 2019**.

2. Payment Information

Cheques are to be made payable to: **Caribbean Telecommunications Union**.

Wire Transfers are to be made in accordance with the Instructions provided on the following page.

3. Passes

Sponsors' Personnel will be required to register online at <https://ctuevents.events.idloom.com/SpectrumManagement-WorkshopandMeeting-Guyana> for administrative purposes.

4. Artwork and Logos

Organisation's artwork and marketing material must also be submitted with Commitment Form.



Caribbean Telecommunications Union

WIRE TRANSFER INFORMATION

NAME OF BANK:	Scotiabank
ADDRESS:	# 1 Frederick Street Port of Spain Trinidad & Tobago
SWIFT CODE:	NOSCTPS
TRANSIT NO:	90035
CTU ACCOUNT NO:	211227
INTERMEDIARY BANK:	JP MORGAN CHASE BANK New York ABA No.: 021000021 SWIFT CODE: CHASUS33

IMPORTANT

Please advise the Secretariat of the Caribbean Telecommunications Union when the transaction has been executed by completing the lower portion of this page and returning a copy by fax or Email to:

Fax: (868) 622 6523
Email: Brenda.Julien@ctu.int
Telephone: (868) 628-0281 or 622-5871, ext. 221

Name of Organisation: _____

Country: _____

Date of Transaction: _____

Transaction Code: _____

Amount: _____

Purpose: _____

Name of Respondent: _____

Telephone: _____

Fax: _____

Email: _____

Signature _____