PCC.I/RES. 74 (VI-05) [1]
TERMS OF REFERENCE AND WORK PLAN OF THE PCC.I WORKING GROUPS

The V Meeting of the Permanent Consultative Committee I: Telecommunication Standardization,

CONSIDERING:

a)   The need to keep updated the terms of reference and work programs of the PCC.I Working Groups;

b)   The proposals received from the Working Groups of the PCC. I during this meeting and,

c)   Resolution PCC.I/RES. 4 (I-02), which contains the "PCC.I Structure (Telecommunications Standardization) and Mandates of the Working Groups - 2002-2006", resulting from the new structure of the Committees approved by the Third CITEL Assembly,

RESOLVES:

1.   To approve the Terms of Reference and Working Plans for the Working Groups of the PCC. I, according to the Annex to this resolution.

2.   To repeal *resolves* 2 of Resolution PCC. I/RES.5 (I-02).

3.   To repeal *resolves* 1 and 2 of Resolution PCC.I/RES. 40 (III-03).

4.   To repeal Resolution PCC.I/RES. 66 (V-04).

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[1] CCP.I-TEL/doc.666/04 rev.1

ANNEX TO RESOLUTION PCC.I/RES. 74 (VI-05)

1. WORKING GROUP OF STANDARDIZATION COORDINATION [2]

1.1 Rapporteur Group on Fixed and Mobile Services and Network Signaling

Mandate: The group will focus on the study of standards that are necessary for the smooth transition to next generation networks (NGN). It will address issues relating to the convergence of existing networks in a way that maintains interoperability across the region. It will make specific recommendations (Coordinated Standards Documents, Technical Notebooks, etc.) and related policy guidelines that best serve the current and future needs of the users of these networks through the region.

Terms of Reference:

a) To identify and evaluate technical issues relating to the protocol standards required for interconnectivity and interoperability of existing and future communications networks (wireline and wireless) across the region that will ultimately result in the emergence of a single, seamless network.

b) To draw primarily on the work of existing standards-setting bodies, including the ITU-T, IETF, and other fora as appropriate.

c) To recommend standards that deal with the following topics:

-   Multimedia service definition and architectures;
-   Signaling requirements and protocols (Intelligent networks);
-   IP-based services (Voice over IP, Video over IP, etc.);
-   Emergency services;
-   Network aspects of IMT-2000 and beyond (wireless Internet, harmonization and Convergence, network control, mobility, roaming, etc.) ;
-   Interworking between traditional telecommunication networks and evolving networks;

d) To identify, on a timely and ongoing basis, obstacles to full interoperability of networks throughout the Americas and to report on these to both the Working Group on Standards Coordination and the Working Group on Advanced Network Technologies and Services.

e) To establish liaisons with other standards bodies and industry fora as necessary to advance in the work.

Work Plan:

	VI PCC.I Meeting (2005)	VII PCC.I Meeting (2005)
Reassess progress on Signaling standards and recommend the adoption of Standards Coordination Documents (CSDs) if appropriate.		
Update the Next Generation Networks – Standards Overview document.		

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[2] CCP.I-TEL/doc.539/04

Reassess progress on Security Standards (wireless and wireline) and if appropriate recommend the adoption of a CSD based on Security standards.		
Assess progress on harmonization and convergence of networks aspects of IMT-2000.		
Consider initiating work on Emergency communication services.		
Reassess current working plan based on new developments in the telecommunications environment and propose a new work plan if necessary.		

1.2 Rapporteur Group on Transport Infrastructure

Mandate: The mandate of this Rapporteur group is to study transmission layer related standards for the access, metropolitan, and long haul sections of communication networks and their applicability to the networks across the region. This group will also address issues relating to terminals and outside plant. It will make specific recommendations (Coordinated Standards Documents, Technical Notebooks, etc.) and related policy guidelines that best serve the current and future needs of the users of transport networks through the region.

Terms of Reference:

a) To identify and evaluate technical issues relating to the standards required to support interconnectivity and interoperability of existing and future transport networks across the region that will ultimately result in the emergence of an end-to-end optical network.

b) To draw primarily on the standards work of the ITU-T and other fora as appropriate

c) To recommend standards that deal with the following topics:

   -   Metropolitan and Long haul optical transport networks;
   -   Access network transport (LANs, xDSL, Ethernet, cable modem, fiber, Wireless LANs, etc.);
   -   Terminals (PC, TV, phone, codecs, etc.);
   -   Outside plant.

d) To identify, on a timely and ongoing basis, obstacles to full end-to-end interoperability of transport networks throughout the hemisphere and to report on these to both the Working Group on Standards Coordination and the Working Group on Advanced Network Technologies and Services.

e) To establish liaisons with other standards bodies and industry fora as necessary to progress the work.

Work Plan:

	VI PCC.I Meeting (2005)	VII PCC.I Meeting (2005)
Consider recommending a CSD on Cable Access standards.		
Start studying of wireless access standards for NGNs.		

Initiate studies on Automatically Switched Optical Network (ASON) / Generalized Multi-protocol Label Switching (GMPLS).		
Initiate studies on Optical Ethernet.		
Reassess current working plan based on new developments in the telecommunications environment and propose a new work plan if necessary.		

1.3 Rapporteur Group on Communications Network Management and Operations

Mandate: This group will focus on the study of standards that apply to planning, engineering and provisioning of network resources; to operations, maintenance or administration process; or to requirements and recommendations for support systems and equipment that may be used for these functions. The group will make specific recommendations (Coordinated Standards Documents, Technical Notebooks, etc.) and related policy guidelines that best serve the current and future needs of the Member States of the region.

Terms of Reference:

a) To draw primarily on the work of existing standards-setting bodies, including the ITU-T, and other fora as appropriate.

b) To identify and evaluate standards related to administrative support functions such as methods for charging, accounting and billing data.

c) To recommend standards that deal with the following topics:

-   Management of communications services, networks and equipment;
-   Communications system security (lawful intercept, privacy, fraud prevention, cyber crime, sabotage, etc.);
-   Numbering, Naming and Addressing (ENUM);
-   Performance and QoS.

d) To identify, on a timely and ongoing basis, obstacles to full interoperability of communications networks management systems throughout the hemisphere and to report on these to both the Working Group on Standards Coordination and the Working Group on Advanced Network Technologies and Services.

e) To maintain liaison with appropriate standards-setting bodies external to PCC.I.

Work Plan:

	VI PCC.I Meeting (2005)	VII PCC.I Meeting (2005)
Consider recommending the adoption of a CSD based on Telecommunication Management Networks (TMN) standards.		

Initiate the development of a Technical Notebook on Communication Systems Security in the Americas. This document will cover fraud prevention, lawful intercept, privacy cyber crime, sabotage and related topics.		
Study of Management standards for Next Generation Networks.		
Consider recommending the adoption of a CSD on telephone number mapping (ENUM).		
Reassess current working plan based on new developments in the telecommunications environment and propose a new work plan if necessary.		

2.   WORKING GROUP ON ADVANCED NETWORK TECHNOLOGIES AND SERVICES

2.1   Study Question I: Internet Domain Name Issues

Terms of reference:

a) Continue the study on government policies and ccTLD management in countries of the region, including a comparative analysis of such experiences, mandating the Working Group on Advanced Network Services and Technologies to identify, in the framework of this study, the cases of "Best Practices".

b) Continue the study on governmental policies and experiences in the management of IP address blocks in the countries in the region, including a comparative analysis of these experiences, asking the Working Group on Advanced Network Technologies and Services to identify within this study "Better Practices" cases.

c) Continue working with the Member States and the Associate Members in compiling the required information in resolves 1 and 2 and including the activities of other corresponding entities.

d) To compile the documents issued by GAC.

e) To analyze ICANN policies for the management of IP address blocks.

f) To follow up on ICANN activities, and in particular analyze the reform process in this organization.

g) Follow-up on the work done by the group of the UN Secretary General for Internet governance.

Work program:

	VII PCC.I Meeting (2005)	Steering Committee (2005)
Updating of document CCP.I-TEL/doc. 515/04 "Study on Domain Names" and its update in document PCC.I-TEL doc. 620/05.		
Presentation of the final study on IP addresses. Partial report		
Presentation of the second compilation of data on Internet governance.		

2.2 Study Question II: Cyber Security and Critical Infrastructure:

Mandate: To study the security aspects related to communication network development, its role in supporting other critical infrastructures, the role of the private sector in securing the communication network, and domestic and regional approaches required in the Americas Region on this matter. Assessing the current work undertaken in the OAS, ITU, and elsewhere on issues pertaining to the security and critical infrastructure of communication networks across the region.

Terms of reference:

This issue should cover, but not be limited to:

a) Developing domestic and regional approaches to network security, deployment strategies, information exchange, and outreach to the public and the private sector.

b) Reviewing the various frameworks and guidelines on network and cyber security and their applicability within the Americas region.

c) Fostering dialogue regarding the work of the ITU (i.e. Study Group 17) and other relevant fora on network and cyber security.

d) Fostering cooperation among Member States on aspects related to advanced network backbone interconnectivity including traffic exchange points and its level of decentralization.

Work Plan:

a) To develop domestic and regional approaches to network security, deployment strategies, information exchange, and outreach to the public and the private sector:
   - Collect regional best practices for network communication and infrastructure protection.
   - Review the various frameworks and guidelines on network and cyber security and their applicability within the Americas region.

b) To foster cooperation among Member States on aspects related to network security:
   - Help Administrations to encourage network and service providers to implement technical standards for secure networks.

c) To identify and evaluate implementation and policy issues relating to standards required for security of existing and future communications networks (wireline and wireless) across the region. This task will draw primarily on the work of ITU-T (especially the security Study Questions of SG 17 and the Security

WG of the ITU-T Focus Group on NGN). Other existing standards-setting bodies, including the IETF, and Regional SDOs will also be considered, as appropriate:
- Raise the awareness of Member States to security standards of particular importance.

d) Recognizing the critical importance of Cyber Security, foster dialog among CITEL PCC.I-TEL members to develop a Cyber Security chapter for the new edition of the Blue Book, "Telecommunication Policies for the Americas", a joint publication of CITEL and the ITU.

e) Create a technical notebook on security in cyberspace as a formal means of keeping information available to PCC.I members.

f) To identify, on a timely and ongoing basis, obstacles to implementation of security measures in the networks of the region. This will require ongoing cooperation between the Working Group on Standards Coordination and the Working Group on Advanced Network Technologies and Services.

g) To establish liaisons with other standards bodies and industry fora as necessary to advance work on the OAS mandates.

2.3 Study Question III: Broadband Access Technologies

Mandate: To develop a better understanding of the benefits associated with broadband technologies. This issue should cover, but not be limited to:

a) Broadband as a "leapfrogging" technology.

b) Broadband Infrastructure Evolution and Deployment.

c) Broadband Access Standards.

d) Migration to new (IP-based) networks.

e) Security issues surrounding broadband technologies.

f) Access to broadband technologies.

Work Plan:

To develop a series of documents (technical notebooks) to assist administrations of the region in the design and deployment of their broadband access technologies and services strategies. The first documents will be the following:

	VI PCC.I Meeting (2005)	VII PCC.I Meeting (2005)
Reference of available broadband access technologies.		
A list of best practices and case studies of broadband access technologies deployment for social and economic development.		
Prepare and present the updated results of a survey of current broadband access technologies deployment in the countries of the region.		

Present a proposal on the structure and content of the technical notebook in coordination with other working groups and study questions.		
Create an electronic forum for the exchange of information on the development of a document containing guidelines for the definition of nacional broadband strategies.		

2.4   Study Question IV: Advanced Services

Mandate: Study the development of the new generation services in the Region of the Americas. Study the impact on the implementation of the telecommunication services, especially supported by IP, such as telephony services and IP multimedia; as well as providing information on these services to the countries of the Region. Research and report on the characteristics of the new technologies and their application in the Member States of the Region. Issues to be considered include Voice on Internet Protocol (VoIP) and migration from the traditional networks to the new services.

Working Program:

	VI PCC.I Meeting (2005)	VII PCC.I Meeting (2005)
Identify services of interest in advanced networks		
Maintain the VoIP Study updated		
Submit a migration report with received contributions and a final working structure		
Identify services of interest in advanced networks		
Within 30 days following the PCC VI Meeting the rapporteur will prepare a draft updated technical notebook that will be posted on the electronic forum.		
Maintain the VoIP Study updated		
Submit a work draft with guidelines		

3.   WORKING GROUP ON MUTUAL RECOGNITION AGREEMENTS AND CERTIFICATION PROCESSES [3]

Terms of Reference:

Mutual Recognition Agreements

a)   To continue the implementation of the Inter-American MRA, progressing from Phase I to Phase II.

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[3] CCP.I-TEL/doc.556/04

b) To develop and implement a database to store information generated from the implementation of the MRA.

c) To encourage and to support the implementation of the MRA by Central American and Caribbean members.

d) To hold a Workshop on a yearly basis to provide information and training to members which are planning to implement the MRA.

e) To cooperate with other regional groups especially the APEC TEL group in the implementation of the MRA.

f) To develop new and simplified conformity assessment procedures.

Telecommunication Equipment Conformity Assessment Processes

a) To perform the activities for preparing and constantly updating the Yellow Book on Telecommunication Equipment Conformity Assessment Processes in the Americas.

b) To study the requirements of the Conformity Assessment processes including certification for telecommunication equipment in the different countries of the Americas to develop an analysis that allows the harmonization of these processes in the Americas.

c) To develop guidelines on conformity assessment policies, including certification processes appropriate for their possible application by CITEL Member States.

d) To prepare and develop a cooperation plan with other regions on their conformity assessment processes, including the certification processes and propose suitable solutions for the CITEL Member States.

e) To hold forums and seminars on conformity assessment and certification processes to promote information and capacity building of human resources in the Region.

f) To create and update the database on conformity assessment processes, including the certification processes applicable in the CITEL Member States.

g) To perform studies on the requirements of conformity assessment processes needed for the development of telecommunications and information technologies and its applications, additional to the certification and conformity assessment requirements of telecommunication equipments based in information technologies to support policy and strategy recommendations to be considered by the CITEL countries.

h) To act in conjunction with the work of ITU-T Study Group 17, and other ITU Study Groups that are working on the security issues for information and communication networks and combine their results with the study and development of issues relating to electronic signature certification, online transaction security and authenticity of players therein (RES. PLEN/2 of PP-02 in Marrakech 2002).

i) To study and develop subjects related to the certification of electronic signatures, on-line transactions security and authentication of its participants.

Work Program:

	VI PCC.I Meeting (2005)	VII PCC.I Meeting (2005)
To finish the Yellow Book on Telecommunication Equipment Conformity Assessment Processes in the Americas		
To study the requirements of the Conformity Assessment processes including certification for telecommunication equipment in the different countries of the Americas to develop an analysis that allows the harmonization of these processes in the Americas		
To develop guidelines on conformity assessment policies, including certification processes, successfully applied in other countries, appropriate for their possible application by CITEL Member States.		
To develop a cooperation plan with other regions on their conformity assessment processes, including the certification processes and propose suitable solutions for the CITEL Member States.		
To continue promoting the MRA in the Americas.		

4.   WORKING GROUP ON ECONOMIC ASPECTS AND TARIFF PRINCIPLES [4]

Terms of reference:

a)   To identify and request mandates from PCC.I to develop projects on economic aspects and tariff and cost principles, according to the needs of member countries or those arising from technological progress and development of new telecommunication services.

b)   To meet, in addition to developing projects, assistance requests made by other working groups of this Study Group, in line with the scope of CITEL.

c)   To define and introduce quantitative and qualitative indicators measuring the real impact on community development, both in terms of productivity, investment, production and impact on employment generation and evolution of services and application and connectivity technologies.

d)   To take into consideration the activities of ITU-T Study Group 3 to enable the presentation of contributions by the Americas region.

Work plan:

a)   To study the economic aspects in the development of the telecommunications analyzing the evolution in the region and the specific situation of each country. The impact of local investment in infrastructure, technology and research and development; and its impact on the growth of countries, their production, and the effects on social and digital inclusion of communities.

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[4] CCP.I-TEL/doc.549/04 rev.2

b) To gather information and evaluate cost models for the different telecommunication services, prioritizing the region`s experience and the needs of member countries and providing an ongoing assessment of the impact of new technologies.

c) To study the economic aspects of tariffs, such as rates, access charges, etc., considering the impact of new generation networks.

d) To study the economic aspects associated with the Internet in the Americas region

e) To study the telecommunications market competition, among which we have the effects of anti-competitive practices and the regulatory actions aimed at preventing them.

Study Questions: With regard to the proposed study questions, it would seem necessary to create a coordination link with ITU-T Study Group 3 in order to avoid duplicating efforts and contribute from CITEL the regional visions on the main study topics for the 2004-2008 period, as well as promote the sharing of experiences and the transfer of knowledge among Member states. Another important mission of the WG will be to identify potential Resolutions and Recommendations on this matter and the subsequent action thereon.

4.1   Study Question I: Cost models and tariff determination for the different telecommunication services.

Mandate: Identify, study and evaluate cost and tariff models, prioritizing the region's experience and the needs of member countries and considering the incidence of new technologies.

Terms of reference:

The items included under this question, include, among others, the following:

-   Evolution of operating and investment costs of the different services
-   Incidence of technological innovation
-   Incidence of amortization of the invested capital assets
-   Comparison of cost-analysis models

4.2   Study Question II: Economic aspects of the telecommunications services provided through IP based networks and new generation networks

Mandate: Identify, study and evaluate the economic aspects of the services based on new generation networks in the countries of the region, considering the incidents in the growth of the sector, the cost and potential savings.

Terms of reference:

The items included under this question, include, among others, the following:

-   Economic aspects associated with connectivity
-   Incidence of the regulations in costs and prices of the services based on IP networks and
-   new generation networks.

4.3   Study Question III: Incidence of the telecommunications sector in the countries' economic development

Mandate: Identify, study and evaluate the different factors of telecommunications activities, their incidence in the economic growth of the countries, and their impact on the distribution of income.

Terms of reference:

The items included under this question, include, among others, the following:

- Evolution and profile of public and private investment in the sector
- Incidence of local research and development
- Development of national industrial compounds
- Development of international and regional commerce indicators for telecommunications products and services
- The growth of the sector and its incidence on employment generation

5. WORKING GROUP ON PREPARATIONS FOR THE WORLD CONFERENCE ON INTERNATIONAL TELECOMMUNICATIONS [5]

Terms of Reference:

Below are listed the proposed terms of reference for the WG WCIT:

a) In coordination with the WG-ITR, and Study Group 3 of the ITU, and considering the working plans of those groups, the WG-ITR will perform a review and study of the ITR, in order to be able to present common Inter-American positions or contributions in regional and international fora regarding the holding of the WCIT

b) Establish an electronic forum in the PCC.I for the participation of the Member States and Associate Members.

c) As necessary, coordinate with the Working Group to prepare WTSA, the common Inter-American positions or contributions concerning preparation for the WTSA to be presented to the WTSA on ITR.

d) Perform follow-up and feedback for the related activities being developed in the various forums of the ITU, such as the Council Working Group, Study Group 3, and the Regional Tariff Group for Latin America (GR TAL).

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[5] CCP.I-TEL/doc.555/04

Working Plan

	2003	2004	2005	2006	2007[1]	2008[1]
- Set up of the Working Group - Establishment of terms of reference - Document distribution - Adoption of an IAP procedure	▓					
Compilation of information on domestic regulation of international telecommunications (questionnaires and/or consultations)		▓				
Presentation of the results derived from the compilation of answers to the questionnaire contained in Resolution number PCC.I/RES.51 (IV-04)			▓			
Viability analysis of the presentation of a contribution to the Working Group of the ITU Council based on the aforementioned results.			▓			
Initial analysis of the current content of the ITR			▓			
Definition of a working methodology for specific terms.			▓			
Discussion and consensus for the preparation of IAP projects on specific topics.			▓	▓		
Follow-up on the results of the Plenipotentiary Conference				▓		
Preparation of Inter-American Proposals (IAPs)			▓	▓	▓	
Participation in the WCIT in order to submit the IAPs					▓	▓

1Year to be determined during the Plenipotentiary Conference.