

Haiti ETC Telecommunication Working Group

Haiti Telecom working group (TWG) meeting

Date: 15-09-2008

Time: 16:00

Location: WFP

Meeting chair: Mark Phillips WFP-FITTEST

Agenda for today

1. Welcome members
2. Completing contact detail sheeting participants
3. Introduction of FITEST Staff and TWG members
4. Explanation of the Telecommunications Cluster / Inter Agency approach / project goals
5. Explanation of the role of local TWG meetings
6. Training staff
7. Open discussion on the current radio network and usage / questions and answers session.
8. Set meeting date next TWG
9. Closure of the Meeting

Attendees

Country – UN Agency:

UNICEF - ICT	Francis Asamoah	fasamoah@unicef.org
UNICEF – security officer	Raul Castillo	rcastillo@unicef.org
WHO	Steve Fleurant	fleurants@hai.ops-oms.org
IOM	Anjo Pelovello	apelovello@iom.int
UNDP – ICT	Honore Assamoi	honore.assamoi@undp.org
UNDP – regional ICT	Jarle herikstad	Jarle.herikstad@undp.dk

NGOs / stand-by partners:

TSF (team leader)	Benoit Chabrier	haiti@tsfi.org
TSF	Fabien Doleac	haiti@tsfi.org
Handicap International	Norbert Nicoud	nnicoud@handicap-international.org
Danish Red Cross	Sune Bulow	sun.drk.dk

WFP - FITTEST:

Emergency Coordinator	Mark Phillips	mark.phillips@wfp.org
-----------------------	---------------	--

Apologies:

ICT officer	Nasir Khan	nasir.khan@wfp.org
FITTEST tech / electrician	Ryan Twitney	ryan.twitney@wfp.org

Haiti ETC Telecommunication Working Group

Minutes of Meeting

1. Welcome members

At 1600hrs Mark Phillips welcomed and thanked the members for participating in the local TWG meetings.

2. Completing contact detail sheeting participants

All participants were requested to complete the contact detail sheets, from this a TWG mailing list will be comprised, where correspondence, questions and answers can be distributed between the members.

3. Introduction to the FITTEST staff and TWG members

Introductions were made, plus discussions were held to ensure more UN agencies and NGOs attended future meetings.

Note: Members were requested to keep their Regional ICT officers updated with the project.

4. Explanation of the Emergency Telecommunications Cluster / Inter-Agency approach / project goals.

Mark Phillips gave a brief explanation of the United Nations Cluster's role and the Emergency Telecommunications cluster purposes as back ground of the project. Plus he gave an explanation of "last resort".

5. Explanation of the local TWG

Mark Phillips explained the role of the TWG members and the importance they play in the success of the project and its continued success when the project is handed over on completion. Also the importance on their role of the security this project will provide to all staff in Haiti, and the importance of their continued attendance at the weekly meeting.

6. Training Staff

Subject to funding the following training which will be offered:

- Radio operator (4 day package).
- User training (3hrs).
- Driver / field staff (6hrs)
- Train the trainer (1 day)
- Technical overview / fault finding (1 day)

Haiti ETC Telecommunication Working Group

7. Open discussion on the current radio network and usage / questions and answers session.

In a similar line to the first meeting, a very good open discussion was had by all attendees. With the main aim of understanding the current network and any additional requirements caused through the current emergency.

Main points:

- Mark Phillips informed the TWG that an input of \$718k had been put into the flash appeal to cover both TC and data as per the ETC mandate.
- TSF gave a full update on the current situation in Gonaives (see Global ICT minutes annexes for full report (20080909)).
- The Danish Red Cross gave an update on their intended activities and deployments. Due to the current security situation in Haiti they would see themselves having to stay separate from the “UN” networks, but they were and are willing to join future TWG meetings to share information etc.
- “Harmonise the UN working networks”
- Standardise HF freq usage (reduce scanned channels from 20 plus to 8 max).
- Gain a better understanding of the UHF, VHF and trunked radio systems in place.
- A discussion was also held on satellite phone usage, it was deemed that Iridium was the best choice for most agencies. However it was also noted that it is still a MOSS requirement to have HF & VHF (or UHF) to meet MOSS standards and the satellite phone was not a replacement to the radio network.

ACTION (s)

- **All attendees are to send a list into Mark Phillips of their respective agencies current communications and future requirements / new working locations.**
- **All attendees were to “spread the word” and invite more ICT / security colleagues to future meetings.**
- **Mark Phillips, is to continue to arrange meetings with UNDSS and DPKO (CITS) to gain a better knowledge of the countries current communications and future communications. Plus invite them to future meetings.**

8. Set the next meeting date

Location:	UNICEF
Occurrence:	Weekly
Date of next meeting:	22/09/2008

Haiti ETC Telecommunication Working Group

Time: 1600hrs

Length: 1hour

9. Closure of meeting

Mark Phillips extended his thanks and appreciation of the TWG member's attendance and advised he was available for further discussion or assistance at any time.