

EXECUTIVE ORDER NO. 193

Communications Information Technical Advisory Group (CITA)

WHEREAS, Information Communications Technology (ICT) increasingly serves as an essential foundation for a modern society, economy, governmental sector and educational and health care systems; and

WHEREAS, limited available governmental and private resources are available to support improvement and expansion of telecommunications systems; and

WHEREAS, priorities must be developed by the National Government to ensure that the Republic of Palau will remain in the forefront of telecommunications technology; and

WHEREAS, coordination between government agencies and entities and the public and private sectors must be improved in order to optimize Palau's planning capability and advancement of ICT; and

WHEREAS, better coordination is needed between the Republic of Palau and International funding agencies in order to expand ICT funding sources,

NOW THEREFORE, by virtue of the authority vested in me as President, pursuant to the Constitution and the laws of the Republic of Palau, it is hereby ordered that a Communications Information Technology Advisory Group (CITA) be established in order to improve Palau's coordination of communications issues through all sectors and to establish priorities regarding technology enhancement.

1. Status -- The Communications Information Technology Advisory Group (CITA) serves in an advisory capacity to the President, Minister of the Ministry of Commerce and Trade (also referred to as "the Minister"), the Board of Directors of the Palau National Communications Corporation (also referred to as "the Board"), other Ministries and Bureaus and all other government and private stakeholders in Palau's ICT.

2. Purpose -- The CITA is established to:

- a. Develop a comprehensive five-year ICT plan (*FY2002* through *FY2006*) that will promote and advance ICT technologies in the Republic of Palau and that will include recommendations for both technology and human resource development and that will coordinate development of the five-year plan with the Economic Development Plan Coordination Group and incorporate appropriate findings in the 2002-2006 Economic Development Plan;
- b. Review, make recommendations and identify potential funding sources for connecting the Republic of Palau to an appropriate international fiber optic cable;
- c. Review potential sources of debt relief for the PNCC system funded by the Rural Utilities Service;

- d. Review and make recommendations regarding the appropriate approach, time frame and mechanism for joining the National Exchange Carrier Association (NECA);
- e. Provide advice and assistance to the President, the Minister, the Board and other ICT stakeholders on available technologies;
- f. Encourage coordination and cooperation between ICT stakeholders;
- g. Identify potential funding sources for ICT projects; and
- h. Initiate programs to promote the increased use ICT technology with the objective of:
 - Furthering the economic development of the Palau;
 - Improving the delivery of government services;
 - Improving health care;
 - Improving education; and
 - Improving and expanding Internet service and access.

Other communications and information technology issues may be brought to the Advisory Group for advice and discussion.

3. Membership -- CITA shall be composed of the following members:

- The Minister of Commerce and Trade, to act as the Chairman of the Advisory Group;
- The Director of the Board of the PNCC, to act as the Vice-Chairman of the Advisory Group;
- The President of the Palau Community College; The Minister of Education;
- The Minister of Health;
- The Minister of Administration;
- The General Manager of the PNCC;
- One member appointed by the Senate;
- One member appointed by the House of Delegates;
- One member appointed by the National Business Advisory Council; and
- One members to be appointed by the President; and

Each member of the Advisory Group shall have the right to designate an alternate to function in his or her absence. Any representative or alternate may be accompanied to meetings of the CITA by advisors, as desired.

4. Sub-Committees/Ad Hoc Working Groups - The CITA shall consult with, and may create sub-committees, made up of representatives of appropriate government agencies, where appropriate. The Advisory Group may also create ad hoc working groups to work on specific issues and report back to the Advisory Group. The Advisory Group will make all decisions.

5. Agency Coordination -- The CITA shall also consult and interact with other appropriate international and non-profit agencies regarding ICT financing and capacity building.

6. Officers/Legal Advisor -- The Advisory Group shall select an Executive Secretary and the Office of the Attorney General shall appoint a legal advisor to the Group.

7. Administrative Support -- Administrative support for the Advisory Group shall be provided by the Ministry of Commerce and Trade and, where necessary and appropriate, the PNCC.

8. Procedures -- The CITA may establish such procedures as it considers necessary to discharge its mission.

9. Meetings --

a. Meetings of the CITA shall be held, as required. The President or the Advisory Group Chairman or Vice-Chairman, or any three members of the Advisory Group, may call a meeting.

b. Meetings of the CITA may be open or closed, or a combination of both. Attendance during open meetings shall be unrestricted users or potential users of ICT services and technology may be invited to participate in group discussions. Attendance during closed meetings shall be restricted to Board members and their staff and advisors.

c. All meetings of the Advisory Group shall be scheduled by agenda. Each agenda shall include open items only if prior arrangements have been made with the Executive Secretary.

d. Open meetings or symposiums etc. may be held outside of Koror in any of the states to hear the views of citizens, health care providers, educators and/or business people etc. on issues related to the use of communications and information technology in the Republic of Palau.

10. Procedures and Voting --

a. A majority of the members eligible to vote shall constitute a quorum for the transaction of business.

b. All meetings shall be conducted in accordance with parliamentary procedure as outlined in Robert's Rules of Order.

c. Each of the members shall have one vote. No proxies may be voted.

d. Motions shall be carried by a majority of the votes cast.

e. In the event that unanimous agreement on a question is not obtained, a minority opinion may be filed for the record.

11. Documentation Procedures --

- a. Documents distributed for the consideration of the CITA may be freely distributed to any interested party unless it is marked "For CITA Use Only". "For CITA Use Only" documents shall be distributed only to government department employees that have "a need to know".
- b. Documents to be considered by the CITA (including its ad hoc working groups), not concerning subjects already on the agenda, must be submitted to the CITA Executive Secretary in sufficient time (usually three working days) to be processed and distributed prior to the scheduled meeting.
- c. Reports of the ad hoc working groups to the Advisory Group must have been coordinated with all of the ad hoc working group members and include the views of all of the members desiring to express a concurring or dissenting view.
- d. A summary record of discussions at all the meetings of the CITA must be prepared by the Executive Secretary and presented at a future meeting for the comments of the members.

12. Reporting -- The CITA shall Report to the President as follows:

- a. The CITA shall issue a yearly report to the President related to the purposes set forth in Section 2. Development strategies and planning should focus on ICT domestic capacity prior to International/Domestic interfaces.
- b. The CITA shall prepare and issue to the President, a comprehensive five-year Plan as required in Section 2(b) by June 31 [sic], 2001.
- c. The CITA shall report on options for establishing a spur to an international fiber optic cable, as required in Section 2(c), by July 31, 2001.
- d. The CITA shall report on potential sources of debt relief for the PNCC infrastructure, as required in Section 2(d) by September 31 [sic], 2001.

IN WITNESS WHEREOF, I have hereunto set my hand and affixed my official seal this 11th day of April, 2001, at the State of Koror, Republic of Palau.

Tommy E. Remengesau, Jr.
President of the Republic of Palau