

ICT ASSOCIATION OF FIJI
Minutes of the ICT Association of Fiji Meeting held on Friday 27 July
2007 at 2pm – FTIB Board Room, 6th Floor Civic Towers, Suva

PRESENT:

Ms Berny Nicholls	-	Quest Fiji Ltd
Ms Anshu Mala	-	Fiji Islands Trade and Investment Bureau
Mr Herbert Powell	-	Fiji Islands Trade and Investment Bureau
Mr Ateen Kumar	-	Vodafone Fiji
Mr Roneel Kumar	-	Vodafone Fiji
Mr Niteshwar Prasad	-	Sublime Pacifica Fiji Ltd
Mr Trilochna Reddy	-	Datec Fiji Ltd
Mr Ian Lyons	-	Telecom Fiji Ltd
Ms Ofa Fotofili	-	Telecom Fiji Ltd
Ms Artika Goundar	-	Fiji Islands Revenue and Customs Authority
Mr George Samisoni	-	FINTEL
Ms Shalini Sheila	-	Fern Software Ltd
Ms Nancy Bakani	-	Micronet Systems (Fiji) Ltd
Mr Jonathan Segal	-	Oceanic Communications Ltd
Mr Semi Tukana	-	Software Factory
Ms Barbara Malimali	-	Fiji Audio Visual Commission

APOLOGIES:

Mr Charles Goundar	-	Telecom Fiji Ltd
Mr John Pollock	-	Unwired Fiji
Mr Hansel Fong	-	Computech
Ms Marisa Wiman	-	Grey Mouse

1.0 WELCOME

Ms Berny Nicholls, the Chair of the Association welcomed the invited representatives of Fiji's ICT industry.

2.0 AMENDMENTS TO THE MINUTES

The last meeting minutes were amended by Ms Berny Nicholls.

3.0 CONFIRMATION OF MINUTES OF LAST MEETING DATED 3 JULY 2007

The Minutes were confirmed by Mr George Samisoni and seconded by Mr Ian Lyons as a true record of the meeting held on the 3 July 2007.

4.0 MATTERS ARISING FROM THE MINUTES

4.1 Recognition of the Association – the chair informed the recognition the Association has received as from day of official

registration. This was evident through the issues that were brought to the Association by some key ICT industry players.

4.2 Official Launch of the Association – the chair highlighted on the good support from the industry on the idea to officially launch the Association. Some company representatives have forwarded suggestions and also brought forward the intensions of partially sponsoring the function/event.

4.3 General and BOM ICT Meeting – the BOM has setup dates for the General and BOM meetings. The BOM will meet every month for a period of six months whereas the General ICT Meeting will take place on quarterly basis.

5.0 NOMINATION OF A 7TH MEMBER ON THE BOARD OF MANAGEMENT (BOM)

The Chair highlighted the need for a 7th member on the BOM. She expressed the view that having an odd number in BOM would not always require to call the Chair to make a casting vote. Mr Ian Lyons of Telecom Fiji was nominated and appointed as the 7th member of the BOM.

6.0 STRATEGY FOR PROMOTION OF THE ASSOCIATION

Some of the promotional strategies suggested were:

- Press releases to be made to the members and to the general public on the development and progress of the ICT Association of Fiji
- Keep high profile of the Association
- Get government support and be part of ICT related seminars/workshops etc
- Association website
- Organise show case type of event for the ICT industry
- Networking with ICT Associations in other countries especially with neighbouring countries Australia and New Zealand.
- The association to have newsletters and circulated
- Circulating Association newsletters with individual member company newsletters
- Any ICT association member holding any events/publicity activity to include somewhere in their event that they are 'member of the ICT Association of Fiji' – this effort will help the association in the following two ways:
 1. Create awareness of the existence of the ICT Association
 2. build the profile of the Association – the community gets informed on the events and progress of the Association

7.0 PRESENTATION BY JONATHAN SEGAL ON OVERVIEW STRUCTURE/SITEMAP OF THE ASSOCIATION WEBSITE

Jonathan Segal discussed the structure/design to the association. He highlighted on some of the requested features of the website those being simple, easy to navigate through, useful content details, events calendar, privileges of members to the site, links to member organisation website, content timeframe.

Some participants suggested a brighter colour of the Association logo for its better visibility. However, Mr Segal highlighted on the reasons to his choice of colours for the logo. It was decided that instead of using the combination of blue and grey, they black and grey would be used by the Association.

8.0 UPADATE ON BUDGET SUBMISSION

The Chair updated the meeting participants on the outcome of their discussions with the Ministry of Finance – Budget Section and the Permanent Secretary of Ministry of Finance. The Chair and the Secretary attended the invite for further discussions of the issues forwarded to be considered in the 2008 National Budget. The Chair informed the participants that the panel went through the whole submission with the ICT Association representatives and it was highlighted to her that the ICT industry will be one of the focused industries in the coming budget and the areas discussed in the association submission will be taken into consideration during their further discussions on the 2008 Budget.

9.0 UPDATES ON ASSOCIATION ADMINISTRATIVE ASPECTS

9.1 Official Registration of the Association – the secretariat informed that the Association has been officially registered with the Ministry of Labour on 16 July 2007. The Association can now proceed to open their bank account.

9.2 Foundation Members – the Chair advised that the members can make payments to join the Association. All payments are to be made to the Secretary at the FTIB head office. The founding members (those that pay within next weeks) will be paying the total fee of \$1350VIP (12.5% discount). Any payments received after 10 August 2007 will be \$1350VEP (\$1000 application fee and \$350 annual subscription). Mr Segal agreed to forward the copy of the logo with the text 'member of ict association of Fiji' to the secretary. The secretary can further forward it the official members of the association.

10.0 SUGGESTIONS FOR ANY ICT EVENT FOR THE YEAR 2007 OR EARLY 2008

The following ICT events were suggested for the year 2007 or early 2008:

- Official launch of the Association – Association needs to look for sponsors
- Technology Show Case/Forum
- Being part of embassy trade missions
- Booth of ICT Association at FAVC open day from 31 Aug – 1 Sept 2007. Ms Barbara Malimali is to forward details of the event to the Association

- Being part of private sector conferences/forums organisations like Pacific Islands Private Sector Organization (PIPSO)

11.0 OTHER BUSINESS

11.1 Membership Application forms – secretariat to send out revised membership application form to the ICT email distribution list.

11.2 Regulatory Bodies – The regulatory bodies such as the FAVC, FIRCA etc come be part of the ICT Association as observers. They do not need to pay for membership fee but can attend the association meeting as observers. However, they will not be entitled to vote nor contribute to any policy related matters. The Chair advised that she will discuss this further with the BOM and inform on the decision made.

11.3 Licensing Process of the FAVC for ICT Businesses located at the USP ICT Park – Ms Barbara Malimali brought up the issue the FAVC was facing in regards to the delay in granting concessions approvals to ICT businesses located at the USP ICT Park. According to Ms Malimali the hiccup is not from the investors' side but some ownership issue of the Zone which needs to be sorted out between the FAVC and USP before any decision is made on the applications on concession approval. The Chair questioned on the timeframe needed to sort the outlined matter and the FAVC representative, Ms Malimali assured a response in two weeks time period (10 August 2007). Her response will update the Association on the application status and also clarify on the criteria and procedures of being granted the concessions given on the declared temporary studio city zone.

12.0 NEXT MEETING

As there was no further business, the Chair thanked all participants for their attendance and advised that the next ICT meeting will take place on 30 October 2007.

The next ICT meeting is scheduled for 11am Tuesday 30 October 2007 at FTIB Board Room, 6th Floor Civic Towers, Victoria Parade, Suva.

Please send us any other items you want to be included in the agenda.

**Ms Anshu Mala – Fiji Islands Trade and Investment Bureau
SECRETARIAT**