WGET Meeting Minutes - Kuala Lumpur
March 10-11 2009

Agenda Session	Description
Day 1	
Session 1-2	1) Meeting Opened by Brendan Daly – WHO KL Office Director 2) Review and Adoption of the Agenda
Theme / Track	General issues
Presented By	Brendan Daly – WHO KL; Yves Cilote, OCHA
Minutes	1. Opening remarks from the Chair were focused on the necessity to bring more transparency in the WGET processes and to make all sessions results based. 2. The agenda was reviewed.
Action Items	The second day Inmarsat session was modified to accommodate 2 sessions from CNES, Ericsson
Reference Documents	Document: WGET-090310-Doc25-1 agenda
Session 3-4-5	WGET Governance
Theme / Track	WGET Governance
Presented By	Steve Fazio, WHO; Brian Carlson, WVI; Yves Cilote; OCHA

Minutes	Some concerns were expressed on the functioning of WGET and the discussion on governance stressed the need to revitalize and refocus WGET to ensure it remains a relevant forum. The role of a Technical Advisory Board (TAB) to assist the WGET Secretariat as a means of alleviating some of the workload and achieving this objective was discussed. The primary activities of the TAB would be:
	
	   a. Enhancing WGET Vision, Strategy and Modus Operandi
	   b. Refining WGET procedures, membership, business cases, proposals, working groups
	   c. Identifying Critical Humanitarian Telecommunication Challenges and defining WGET core themes and tracks
	
	The interim TAB members designated at the last WGET meeting in October 2008 presented the result of their work to date. The TAB outlined needed changes to increase the efficiency of the WGET work by being more

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	focussed on strategic issues linked to the Themes and Tracks defined and agreed by the Members. There was also agreement on the need for better governance in the WGET in the view to bring greater transparency and better definition of processes. The WGET participants agreed to create a sub-working group composed of IASC members for defining the TAB Terms of Reference, taking into account the UNICEF proposal and the presentation provided by the pre-TAB members. The role of the private sector in WGET was re-discussed and private sector representatives proposed to be only WGET participants rather than WGET members. This proposal was agreed by the WGET members. Core Themes and Tracks was presented, discussed and agreed: • WGET Governance • Shaping the future of emergency telecommunications • Emerging Technologies • Addressing the emergency response challenges The WGET Secretariat will make the necessary changes in the 2009 work plan to reflect these agreed Themes and Track and circulate it to the WGET Members for approval. Implementation of the new governance recommendations would be a fundamental change from the current WGET Terms of Reference (see http://www.reliefweb.int/telecoms/intro/wgettor.html). Thus it will need to be confirmed whether the approval of the IASC Working Group is required to change the WGET TOR.
Action Items	-TAB TOR sub-working group: WVI, WHO, UNHCR, UNICEF, WFP & OCHA will prepare and circulate draft TOR to Members for approval - WGET Secretariat will consult with IASC Secretariat to determine if IASC WG approval is required to change WGET TOR -WGET Secretariat: refine the 2009 WGET work plan
Deadline	April 2009
Reference Documents	Document: WGET-090310-Doc25-4bis session5 Presentation: WGET 090310-Doc25-2 session3 WGET-090310-Doc25-3 session4 WGET-090310-Doc25-4 session5

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	Response documents to discussions : WGET-090310-Doc 25-2.1 WGET Vision WGET-090310-Doc 25-2.2 WGET Strategy WGET-090310-Doc 25-2.3 WGET Open Forum WGET-090310-Doc25-4.1 WGET Themes
Session 6	Improved WGET collaboration and knowledge sharing through new WGET portal
Theme / Track	WGET Governance
Presented By	Brian Carlson, WVI; Joseph Khunaysir, JOLERA
Minutes	WVI and JOLERA presented a new collaborative tool to the WGET Members. This platform will be used for sharing information and is structured to reflect the Themes and Tracks. The participants agreed on the benefit of using this platform and additional inputs were provided during the session. (VIP Session)
Action Items	-Work Group members: WVI, JOLERA, OCHA.
Deadline	Work to be continued in 2009
Reference Documents	Document: - Presentation:-
Session 7	Election of the Technical Advisory Board and Working Groups
Theme / Track	WGET Governance
Presented By	Steve Fazio, WHO; Brian Carlson, WVI; Yves Cilote, OCHA
Minutes	The principles of the TAB composition and responsibilities were presented. The main role of the TAB is to provide assistance to the WGET secretariat in multiple technical and organizational areas presented and discussed by the WGET meeting participants. The TAB members should be a representative group of the entire WGET entity. It was agreed that further discussions will be undertaken after having received the input from the selected sub-working on TAB TOR. (See Session 3,4 & 5)
Action Items	-WGET to vote for TAB members when TAB TOR ready
Deadline	-
Reference Documents	Presentation: WGET-090310-Doc25-4 session7

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Session 8	Update WGET terms of Reference with updated Strategic direction
Theme / Track	Governance
Presented By	Steve Fazio, WHO; Brian Carlson, WVI; Yves Cilote, OCHA
Minutes	The WGET meeting participants discussed the elements that should be part of the WGET Vision and Strategy. VIP Exercise was conducted to bring up new concepts and ideas to be used by the TAB Members to pre-define the new WGET vision and Strategy. The results of this work will be studied and reported by the TAB during the next WGET 2009 meeting.
Action Items	-TAB to report on WGET vision and strategy discussed at the meeting
Deadline	Next WGET 2009 Plenary Meeting
Reference Documents	Document: WGET-090310-Doc25-5 session8
Session 9	Regulatory Issues in challenging jurisdictions
Theme / Track	Addressing the emergency response challenge
Presented By	Christian Hyde, Hyde & Associate
Minutes	Based on extensive field experience, Christian Hyde presented to the WGET meeting participants the challenges faced by almost all the Humanitarian organizations vis a vis of the National Telecommunication regulations and procedures. In most of the cases the Humanitarian organization can take advantage of the telecommunications laws and regulations rather than ignoring and/or accepting what is promoted by the local Authorities. The presenter offered to share all the relevant legal information to the WGET Members when facing to any legal situation in relation of the usage of their TC systems. The WGET participants showed their interest of having legal experts participating into the plenary meetings.
Action Items	-
Reference Documents	Presentation: WGET-090310-Doc25-6 session9
Session 10	WGET Addressing the emergency response challenge
Theme / Track	
Presented By	David Andemicael ; Daniel Floreani; Wendy Ho; Sid Nag, CISCO
Minutes	The general theme of Cisco's presentation was around Emergency Response Networks (ERN). Many topics and various solutions were discussed. Daniel elaborated on how in emergency situations, many normal

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	and emergency communication systems are typically overloaded, damaged, or destroyed. This inhibits emergency responders' ability to adequately sense, respond, coordinate, and effectively manage the emergency event. During such incidents, the need for a rapidly deployable communications system that enables the interoperability of responders to communicate with voice, data, and video becomes paramount. The team discussed further on what ERN is comprised in terms of hardware, software, and services pre-bundled into an end-to-end managed service that offers emergency preparedness, communications, networking, and deployable personnel with technical expertise to support situations that require incident management and emergency response solutions. As such, details of how ERN provides the enabling infrastructure and capabilities to support responders prior to, during, and throughout the close out of the emergency situation. The overall message was how an IP-enabled tactical data, voice, and video communications solution provides critical communications to the extended community of assets that enable an effective response to any incident.
Action Items	-
Reference Documents	Presentation: WGET-090310-Doc25-7 session10
Day 2	
Session 12	Proposal of TOR for the local ICT working group
Theme / Track	Emergency Preparedness
Presented By	Yves Cilote, OCHA
Minutes	The Chair proposed to discuss this session during the ETC meeting as this subject is more relevant to the cluster activities in the field. The ETC Members participating into the WGET meeting and the WGET participants agreed to cancel this session.
Action Items	-ICT WG TOR working group: WVI, WHO, UNHCR, UNICEF, WFP & OCHA
Deadline	May 2009
Reference Documents	Document: WGET-090311-Doc25-8 session12
Session 13	One global Humanitarian Network Architecture
Theme / Track	Shaping the future of emergency telecommunications
Presented By	Travis Heneveld, Motorola
Minutes	Travis Heneveld presented a vision of a common merged telecommunication architecture that would be used in the future in the field. His vision described the use of any means of telecommunications terminals merge in a common and interoperable and managed environment.
Action Items	-

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Reference Documents	Presentation: WGET-090311-Doc25-9 session13
Session 14	Digital Mobile Radio for field use – Status and Pilot implementation
Theme / Track	WGET Emerging Trends and Technologies
Presented By	Robert Kasca, WFP
Minutes	Robert Kasca presented the results of the pilot implementation of a digital radio solution in Rome involving three UN Organizations. This presentation was the result of a study conducted in parallel with UNHCR which presented their tests results during the last WGET meetings. The WGET participants agreed to constitute a sub-working to consolidate the work done in the digital radio area. The sub-working group will provide their results for the next WGET plenary meeting. WFP invited all WGET members to actively participate in the DMR project.
Action Items	Digital Radio Systems sub-working group: WFP, UNHCR, UNICEF
Deadline	Next WGET 2009 Plenary Meeting
Reference Documents	Presentation: WGET-090311-Doc25-10 session14
Session 15	Update on the definition of HF/VHF standards
Theme / Track	Addressing the emergency response challenge
Presented By	Stephane Imberton, UNHCR
Minutes	Based on approved task during the last WGET meeting in 2008, Stephane Imberton from UNHCR presented to the WGET participants the results of his study related to the HF/VHF radio protocols. The necessity to move from the actual standard to new protocols was demonstrated in the view to ensure the interoperability of all the radio systems that are/will deployed in the field. The new protocol will be open based to all the radio manufacturers and the standardization process will be done with the assistance of the ETSI and ITU. The WGET participants agreed to create a sub-working group in charge to assist UNHCR during the accomplishment of this task.
Action Items	Standardization of a new HF/VHF radio protocol. Sub-working group under the lead of UNHCR: WFP, UNICEF, CODAN, MOTOROLA, OCHA.
Deadline	Next WGET 2009 Plenary Meeting
Reference Documents	Presentation: WGET-090311-Doc25-11 session15

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Session 16	Space based applications for disaster management
Theme / Track	Shaping the Future of Emergency Telecommunications
Presented By	Pascal Faucher, CNES – the French Space Agency
Minutes	Pascal Faucher presented the scope of activities and applications of CNES. Applications such as Earth observation Charter, Emergesat, Recover, Mobidick, HumaNav, Telemedicine, etc. were presented. The Telecommunication Charter for the provision of emergency satellite services for supporting the Humanitarian operations during disasters was detailed and existing WGET sub-working actions were provided to the WGET participants.
Action Items	-
Reference Documents	Presentation: WGET-090311-Doc25-12 session16
Session 17	Emergency UN Country Code
Theme / Track	Shaping the Future of Emergency Telecommunications
Presented By	Stig Lindstrom, Ericsson Response
Minutes	Stig Lindstrom presented the status of the work done by the existing WGET sub-working group on the project feasibility of the implementation of the UN Country code provided by ITU. The complexity of the implementation of the UN Country code was shown to the WGET participants. Major issues are related to the physical location of the required infrastructure and the level of financial investment and Human resources. The WGET Members requested to the sub-working members to reduce the scope of this study to fit with what can be a realistic solution to implement this UN Country code. The sub-working group will provide their results for the next WGET meeting.
Action Items	UN Country code sub-working group: OCHA, Ericsson Response, DFS
Deadline	Next WGET 2009 Plenary Meeting
Reference Documents	Presentation: WGET-090311-Doc25-13 session17
Session 18	WFP ICT Emergency preparedness and response management (EPR) training program.
Theme / Track	Emergency preparedness
Presented By	Alfred Gilman, WFP
Minutes	Alfred Gilman presented the Inter Agency Emergency Preparedness and

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	Response Management training program. This program has been developed and funded under a 3-year WFP–Vodafone Foundation–UN Foundations Global Partnership for Emergency Communications which was signed in 2008. In addition to WFP, key partners in organizing and delivery of the training are the Scuola Superiore Sant'Anna– ITPCM in Pisa, UNICEF, UNHCR and the Italian Airborne Brigade Folgore. This training is open to the humanitarian community (UN, NGO's, standby partners, etc.).
Action Items	-
Reference Documents	Presentation: WGET-090311-Doc25-14 session18
Session 19	Conceptualizing the "Humanitarian ISP Concept"
Theme / Track	Shaping the future of Emergency telecommunications
Presented By	Steve Fazio, WHO; Brian Carlson, WVI; Yves Cilote, OCHA
Minutes	Requested by the WGET Participants, it was convene that this session should be replaced by a discussion related to the WGET Vision and Strategy and focussed on the Themes and Tracks. The understanding and comments of the WGET participants were very appreciated and constructive. The details of the tracks were agreed and will be reflected in the new WGET 2009 work plan.
Action Items	OCHA: To revise and circulate the new WGET 2009 work plan
Deadline	-
Reference Documents	-
Session 20	Introduction to the "Global Centre for Humanity" concept
Theme / Track	Shaping the future of emergency telecommunications
Presented By	Brian Carlson, WVI
Minutes	
Action Items	
Reference Documents	Document: WGET-090311-Doc25-15bis session20
	Presentation: WGET-090311-Doc25-15 session20
Session 21	WGET Portal – what is missing? integration with the WFP & HIC portals
Theme / Track	General
Presented By	Joseph Khunaysir, JOLERA

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Minutes	Under the facilitation of Joseph Khunaysir from JOLERA, the WGET participants provided additional input to be integrated into the WGET portal. Discussions were focussed on the process for posting content on the portal. The WGET participants agreed to appoint the WGET secretariat for taking the responsibility and define the process for content approval prior to any public posting.
Action Items	WGET Secretariat: To provide the content posting process to the WGET members.
Deadline	September 2009
Reference Documents	-
Session 22	Discussion –Role of the private sector in disasters. Time, treasure, talent? What are our organizations moving towards?
Theme / Track	General
Presented By	Private sector representatives
Minutes	The WGET private sector participants were given the floor to provide their vision and possible areas where they can provide assistance, product development, information exchanges (Talent, Expertise), access to the private sector R&D, etc… The private sector expresses their interest to be knowledge exposed with organizations dealing with emergencies. The WGET participants understood the concern and vision from the Private sector side and are looking forward to see a better and closer collaboration between the Humanitarian organizations and the industry.
Action Items	-
Reference Documents	-
Session 22-23-24-25	22) Topic Summary of Meeting, identification of themes for future meetings 23) Dates and Venue for the next WGET meeting 24) Approval of Minutes and closing remarks 25) Quarterly Update WGET 2009 Work Plan Activities
Theme / Track	General issues
Presented By	Yves Cilote, OCHA

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Minutes / Action taken	The Chair made the summary of the actions point discussed and agreed by the WGET participants. The Themes for the future WGET meeting will be elaborated with the assistance of the TAB and the inputs to be provided by the WGET members. Session 23: The Chair proposed – on behalf of the Director of OCHA GVA – to host the next WGET meeting in October in Geneva. The final dates will be discussed with WFP for not conflicting with their Inter Agency EPR training. The WGET participants agreed on the proposed date and venue. Session 24, 25: The Chair will circulate the meeting minutes for approval by the WGET participants and will update the WGET 2009 work plan accordingly. The Chair closed the meeting thanking all the WGET participants for their very constructive contribution to the meeting and for having made the meeting successful.
Reference Documents	Document: WGET-090311-Doc25-16 session25 WGET Workplan