

United Nations Development Programme

Country: Saudi Arabia

Project Document

Project Title: Advisory Services to Saudi " Communications & Information Technology Commission (CITC)"

Expected CP Outcome(s): Sustainable Development Mainstreamed across the Economy

Expected Output(s): Enhance the Efficiency and Effectiveness of using, managing and monitoring of Radio Frequency in the Kingdom

Executing Entity: Ministry of Communication and Information Technology (MICT)

Implementing Agencies: International Telecommunication Union (ITU)

Brief Description

The project intends to support the Government's telecommunications development programs through advisory services, in the field of radio frequency spectrum management.

Programme Period:	2012 -2016
Key Result Area (Strategic Plan)	Capacity-building and development
Atlas Award ID:	<u>SAU10/88729</u>
Start date:	1 January 2014
End Date	31 December 2016
PAC Meeting Date	<u>31/12/2013</u>
Management Arrangements	UN Agency

Total resources required	\$2,863,823
Total allocated resources:	_____
• Regular	_____
• Other:	_____
o Fully funded by Government	_____
Unfunded budget:	_____
In-kind Contributions	_____

Agreed by (CITC):

Eng. Abdullah A. Al-Darrab
Governor - Communications and I.T. Commission (CITC)

Agreed by (ITU):

Mr. Brahima SANOU, Director of BDT

Agreed by (UNDP):

Firas Ghuraybeh, Resident Representative a.d.



27/11/2014

I. SITUATION ANALYSIS

The telecommunication sector has been very important in the development plans of the Kingdom of Saudi Arabia. The present telecommunication network in the Kingdom provides most of the modern services and is comparable with the developed public telecommunication networks in the world. Radiocommunication services in the Kingdom for public services as well as for strategic and captive applications have seen tremendous growth over the years.

The cooperation between the International Telecommunication Union (ITU), UNDP and the Ministry of Communications and IT/CITC dates back to early 1980s. One of the outcomes of this cooperation is the Advisory Services to Communications & Information Technology Commission (CITC). This project is aimed at providing advisory services through specialized experts in the various disciplines of the radio frequency spectrum management by the International Telecommunication Union (ITU).

All telecommunication users in the country and general public will benefit, directly or indirectly, from the enhancement of efficiency and effectiveness of national RF spectrum management. Modern telecommunications services and new technologies make extensive use of RF spectrum. Greater availability of interference-free, radio frequencies, for expansion of public telecommunication services will accelerate the socioeconomic development.

II. STRATEGY

The project strategy is in line with the government strategic policy for the telecommunications sector, by improving the radio frequency spectrum engineering and management for greater and more effective utilization of this scarce resources, which has great economic value.

The CITC has decided to support the activities relating to radio frequency and management, through ITU/UNDP assistance to increase efficiency of work, to improve quality and speed of services and to train nationals.

III. GOALS OF THE PROJECT

The overall objective of the project is to enhance the efficiency and effectiveness of using, managing, and monitoring of radio frequency spectrum in the Kingdom, as part of the government's strategic telecommunications policy of making available advance telecommunication and Information Technologies services with the best quality, adequate quantity and at affordable price to all, namely the following objectives are targeted:

- Reviewing and revising the National Frequency Plan for consideration and approval by appropriate authority in line with the decisions of the World Radiocommunication Conferences.
- Updating, and maintaining the National Frequency Register
- Reviewing and revising the Spectrum pricing policy.
- Enhancing efficiency and effectiveness of radio frequency spectrum management and monitoring, including updating and upgrading the computerized processes for these activities.
- Training the National staff in the above activities.

Project Outputs:

The Project intends to reach the following outputs:

Enhance the efficiency and effectiveness of using, managing, and monitoring of radio frequency spectrum through:



1) **Reviewing and Revising the National Frequency Plan (NFP):**

One of the major achievements of CITC is the development and production of the Saudi NFP which was approved by the decision of the Council of Ministers No. 61 dated 02/03/1429 H (09/03/2008G).

The NFP is essential for achieving the optimum utilization of the radio frequency spectrum which is a scarce national resource.

The NFP is continually varied in order to accommodate the continuously-varying prevalent conditions of the radio communication and wireless environment locally, regionally and internationally.

As the NFP has to be compatible with the Table of Frequency Allocations of Article 5 of the Radio Regulations (RR) issued by the ITU, while these same RR are revised following the ITU World Radio communication Conferences (WRCs), it becomes apparent that the NFP is due for revision, especially as two editions of the RR have been published by the ITU (editions 2008 and 2012) since the approval of the NFP.

For this reason, the NFP takes this into consideration by containing a provision which states that the NFP has to be reviewed/revised at least once every five years.

The experts are required to assist CITC in performing this review/revision through a meticulous study that takes care of the multitude of local, regional and international factors affecting the frequency allocation process.

The study shall also produce a "refarming plan", whereby frequency assignments to users/categories of users are shuffled and reconfigured in such a way as to obey the revised NFP, within a suitable time frame.

2) **Following up the Implementation of WRC-12 Resolutions and Recommendations:**

WRC-12 was held in Geneva, Switzerland in the period 23 January to 17 February, 2012. It considered very important issues covering the whole range of radio communication services over the whole radio frequency spectrum. The "Final Acts" of the Conference contained many important resolutions and recommendations whose implementation is either straightforward or needs regulatory preparations, and as such will be ongoing for some time to come. The assistance of the experts is required to follow up the implementation of the latter type.

3) **Contributing to the Introduction of New and Innovative Radiocommunication Technologies in the Kingdom:**

Wireless- and radio communication technology are developing at a very fast pace, with no saturation in sight. The rapid development of the cellular mobile technology (LTE-Advanced and WiMAX 802.16m as representatives of ITU IMT-Advanced), the Broadband communications and high-speed Internet, the Ka-band satellite broadband communications, etc. are just examples. The consequences are huge and unprecedented demand on the scarce radio spectrum resource. The experts are required to assist CITC in continuously reviewing (and if needed revising) the present regulatory environment and proposing the relevant mechanisms to support the dual targets of flexibility and efficiency in managing the radio spectrum in order to facilitate the introduction of new and innovative technologies in the Kingdom. They are also required to continuously scan the international radio communication market to be aware of the advances in technology as early as possible, in order to have sufficient time to study and evaluate the relevant consequences and be able to arrange for its accommodation in a timely manner.

4) **Broadcasting Issues:**

The final date for the full switch-over from the analogue to digital TV will be in June 2015. The digital dividend represents an issue of renewed interest. The experts are expected to assist CITC in developing channelling plans of the 800 MHz band for use in the public mobile radio communication service.



A thorough study of the possibility of allocating further bands, in particular portions of the range 470 – 790 MHz, to the mobile service is an important issue in agreement with the Agenda Items of WRC-15.

In this specific respect, it is important to thoroughly follow-up the work of the “Rapporteur Group on Spectrum Requirements for the Future of the Broadcasting Service” which was set up at the October 2012 meeting of the ITU-R Study Group 6 to look at the future spectrum requirements for the broadcasting service in the light of technical developments and the changing way in which consumers consume media.

5) Establishing the New State-of-the-Art Computerized Spectrum Management System (SSMS):

This project is currently in the bid evaluation phase. CITC has contracted a reputable consultant to assist it through all the phases of the project (tender evaluation and implementation supervision). Therefore, as regards this project, the experts will provide assistance when and if requested to.

6) Electromagnetic Compatibility (EMC) and Coordination Activities:

The increasing demand and use of the radio frequency spectrum and the present high interest in the effectiveness and efficiency of the spectrum utilization moves the EMC and coordination activities to the fore-front of the Spectrum Management discipline. The experts shall assist the CITC staff in effectively carrying out the necessary predictions and calculations, whether for terrestrial or satellite networks, especially as regards the use of the relevant software packages (Intrinsic to SSMS, SEAMCAT, ITU-R software, etc.).

7) Spectrum Monitoring Activities:

The experts shall review and revise the methods and procedures for properly carrying out the spectrum monitoring activities and propose amendments/improvements in accordance with the relevant ITU-R Recommendations, the ITU-R Monitoring Handbook, and the best international practice.

The experts shall also assist in the studies aimed at mitigating interference to the Saudi radio stations of the various radio communication services, whether locally or cross-border, and shall assist in developing bilateral and multilateral agreements in the latter type of interference.

The experts shall assist in developing methods and procedures for the space monitoring facility within SSMS.

8) Application of the Radio Regulation (RR) Provisions:

The experts shall assist CITC in the application of the various provisions of the ITU Radio Regulations (RR) to all the issues of all the radio communication services listed in Article 1 of the RR, in particular to coordinating the radio frequency usage locally, regionally and internationally, and combating interference.

9) Preparations for WRCs:

The WRCs are held every 3/4 years and the coming WRC-15 will be held in Geneva, Switzerland in the period from 02 to 27 November 2015. The Agenda of the Conference consists of very important items covering the whole range of radio communication services extending over the whole radio frequency spectrum. The experts are required to assist CITC in conducting a thorough study of the Agenda Items and formulating the Kingdom's stands and proposals on them so as to protect and achieve the Kingdom's interests within the relevant GCC countries-, Arab states- meetings and in this conference.

10) Participation in Spectrum Management –Related Conferences/Meetings:

The Saudi CITC staff participation in the spectrum management-related regional and international conferences/meetings has increased significantly. The Saudi engineers are effectively participating in the activities of the periodic ITU-R Study Group (SG) meetings and their Working Parties (WPs) in particular, SG1 (Spectrum Management), SG4 (Satellite Services), and SG5 (Terrestrial Services). The Saudi staff are actively contributing to WRC- related studies and formulating the Kingdom's stand on the WRC Agenda Items. They are active within the GCC and Arab Group Conference groups.



The experts will provide the necessary administrative and technical guidance and support to ensure efficient and fruitful participation of the CITC staff in these important events.

11) Capacity Development:

The experts shall provide on-the-job training to their counterparts and specialized CITC staff, including on-the-job training on the use of software packages for satellite space station coordination (GSO & NGO) in addition to the associated earth station coordination and coordination contours, in accordance with Appendix 7 of the ITU Radio Regulations.

1. MAIN EXPECTED RESULTS

- **RESULT 1: Recruitment of the experts as required.**
- **RESULT 2: National Frequency Plan revised and approved by the related authority.**
- **RESULT 3: National Frequency Register updated, and maintained**
- **RESULT 4: Efficiency and effectiveness of radio frequency spectrum management and monitoring enhanced.**
- **RESULT 5: National staff trained.**



IV. RESULTS AND RESOURCES FRAMEWORK

Intended Outcome as stated in the Country Programme Results and Resource Framework:
Sustainable Development Mainstreamed across the Economy

Applicable Key Result Area (from 2008-11 Strategic Plan): Capacity-building and development

Partnership Strategy: CITC will Partner with ITU (as executing agency)

Project title and ID (ATLAS Award ID):

INTENDED OUTPUTS	OUTPUT TARGETS FOR (YEARS)	INDICATIVE ACTIVITIES	RESPONSIBLE PARTIES	INPUTS
<ul style="list-style-type: none"> Enhance the efficiency and effectiveness of using, managing, and monitoring of radio frequency spectrum <p>Baseline: Reasonable efficiency of spectrum usage.</p> <p>Indicators: Increased efficiency and the timely response to innovative applications of radiocommunication technology.</p> <ul style="list-style-type: none"> Enhancing the Kingdom's interaction with the international/regional radiocommunication environment and improving its performance in the spectrum-related international/regional events, and capacity building. 	<p>Targets</p> <ul style="list-style-type: none"> - Reviewing and Revising the National Frequency Plan (NFP) - Software tested upgraded and efficiently used 	<ol style="list-style-type: none"> Activity Result: National Frequency Plan revised <ul style="list-style-type: none"> Action: Provision of Experts Activity Result: National Frequency Registered updated <ul style="list-style-type: none"> Action: Software tested and upgraded Activity Result: Assistance in the introduction of new and innovation tools and technologies <ul style="list-style-type: none"> Action: Enhancing radio frequency spectrum efficiency. Action: CITC staff acquired the necessary experience in the latest aspect of Radio Communications Activity Result: Capacity building <ul style="list-style-type: none"> Action: on job training of Saudi Staff. Activity Result : Saudi participation in International event <ul style="list-style-type: none"> Action: Provide assistance in the preparation of the Saudi Administration participation in the International event. 	<p>ITU</p> <p>ITU</p>	<p>International Staff</p> <p>National Staff</p> <p>International Staff</p> <p>National Staff</p>



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<p>Baseline: Reasonable presence in international/regional radiocommunication events.</p> <p>Indicators: No. Of participations and participants. And no. Of staff trained.</p>				
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V. ANNUAL WORK PLAN YEAR: 2014 - 2016

EXPECTED OUTPUTS And baseline, indicators including annual targets	PLANNED ACTIVITIES List activity results and associated actions	TIMEFRAME			RESPONSIBLE PARTY	Funding Source	PLANNED BUDGET	
		2014	2015	2016			Budget Description	Amount
Output <ul style="list-style-type: none"> Enhance the efficiency and effectiveness of using, managing, and monitoring of radio frequency spectrum Baseline: Reasonable efficiency of spectrum usage. Indicators: Increased efficiency, and the timely response to innovative applications of radiocommunication technology.	Assistance in the revising and in the implementation of the National Frequency Plan Assistance in the Introduction of new and innovative tools and technologies related to Radio Communication	X	X	X	ITU	Government contribution Cost Sharing		
		X	X	X			ITU	
<ul style="list-style-type: none"> Capacity building and enhancing the Kingdoms 	Assistance to have the CITC staff acquire the necessary	X	X	X	ITU			



<p>interaction with the International /Regional radiocommunication events.</p> <p>Baseline: Reasonable presence in international / regional radiocommunication events.</p> <p>Indicators: No. Of participations and participants. And no. Of staff trained.</p>	<p>experience in the latest aspects of Radio Communications, especially in Spectrum Management.</p> <p>Assistance in the preparation of the Saudi Administration participation in the International Radiocommunications events.</p>	<p>x</p>	<p>x</p>	<p>x</p>	<p>ITU</p>		
<p>Total</p>							<p>2,727,450</p>
<p>GMS – UNDP</p>							<p>136,373</p>
<p>Grand Total</p>							<p>2,863,823</p>

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VI. MANAGEMENT ARRANGEMENTS

The project will be nationally executed by the Ministry of Information and Communication Technology (MICT) / Communications and Information Technology Commission (CITC) and fully implemented by ITU. MICT/CITC assumes ultimate responsibility on behalf of the Government for the overall management of project activities, reporting, accounting, monitoring and evaluation of the project and audit of the use of Government cost sharing contribution to the project. Due to the magnitudes of the project size and its diversified technical aspects and responsibilities requirements for the project management arrangements include the following roles:

Project Board: Consist of the project coordinator, official of CITC, and representative from UNDP. The main role of the board will be making consensus management decisions for the project when guidance is required by the National Project Coordinator, including recommendations for approval of project revisions. The Board is consulted by the National Project Coordinator for decisions when project tolerances (normally in terms of time and budget) have been exceeded.

Project Assurance: The project assurance role supports the project board by carrying out objective and independent project oversight and monitoring functions. This role ensures appropriate project management milestones are managed and completed.

National Project Coordinator: An official from the MCIT will be responsible to coordinate the different activities with UNDP and main counterparts representing the executing agency MCIT. His prime responsibility is to ensure that the project produces the results specified in the project document, to the required standard of quality and within the specified constraints of time and cost.

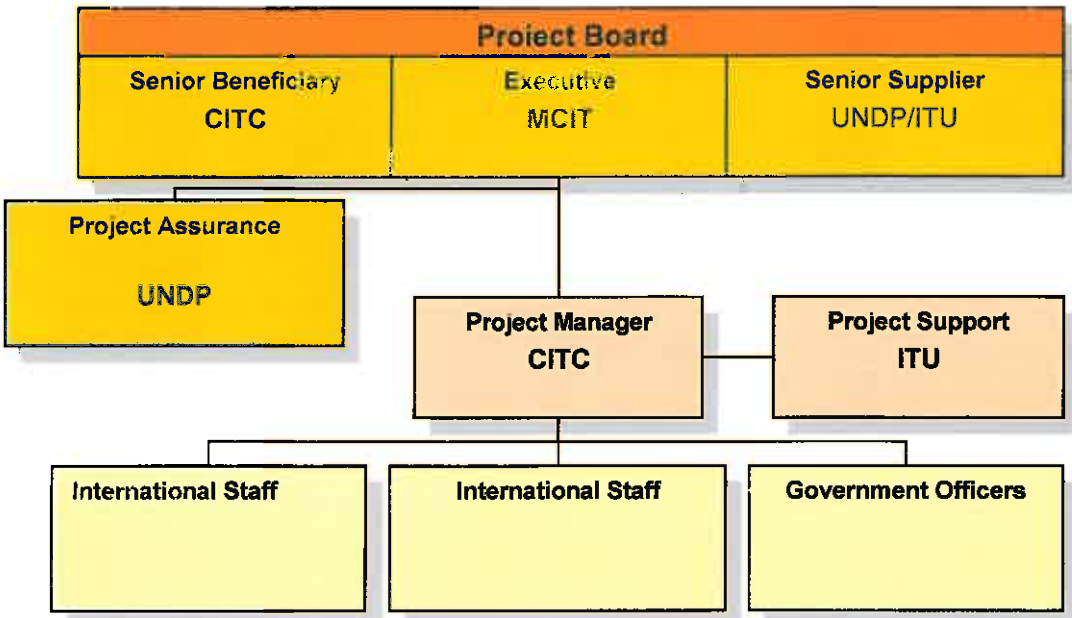
UNDP organization will render its support and assistance normally provided to all technical cooperation projects. In addition, UNDP country office in Saudi Arabia will provide further support to MCIT/CITC required for the execution, monitoring, reporting, evaluation, and auditing of the project as well as management of the project's financial resources suitable to the needs and requirements of the project's expenditure. In addition to the assistance that UNDP normally provides to project's during their life cycle, the UNDP country office will provide further support to MCIT/CITC to facilitate the project work which includes the following:

- Support to reporting: The UNDP country office will assist the MCIT/CITC in fulfilling the reporting requirements;
- Facilitation of project activities: The UNDP country office will assist the Project Staff in all matters regarding their residency in Saudi Arabia and their travel needs in a timely and effective manner.
- The project Budget estimated US\$ 2,853,823 will be paid in yearly installments i.e. 2014, 2015, and 2016.
- Annual Financial report will be submitted by UNDP to MCIT/CITC for the purpose of review and endorsement.

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Project Organisation Structure



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VII. MONITORING FRAMEWORK AND EVALUATION

- **Quarterly progress reports**
- **Annual Review Report.** An Annual Review Report shall be prepared by the Project Manager and shared with the Project Board and the Outcome Board. As minimum requirement, the Annual Review Report shall cover the whole year with updated information for each above element of the QPR as well as a summary of results achieved against pre-defined annual targets at the output level.
- **Annual Work Plan** for the following year.
- In the last year of the project, a final Project Review will be developed as a final assessment.
- The reports shall not contain any classified information pertaining to the project.



Annex 1

The schedule of Payments (USD) and UNDP bank account details:

<u>DATE</u>	<u>AMOUNT (USD)</u>
2014, January	475,837.16
2014, July	475,837.16
2015, January	956,074.35
2016, January	956,074.35
Total	2,863,823

1. The value of the payment, if made in a currency other than United States dollars, shall be determined by applying the United Nations operational rate of exchange in effect on the date of payment. Should there be a change in the United Nations operational rate of exchange prior to the full utilization by the UNDP of the payment, the value of the balance of funds still held at that time will be adjusted accordingly. If, in such a case, a loss in the value of the balance of funds is recorded, UNDP shall inform the Government (MICT) with a view to determining whether any further financing could be provided by the Government (MICT). Should such further financing not be available, the assistance to be provided to the project may be reduced, suspended or terminated by UNDP.
2. The above schedule of payments takes into account the requirement that the payments shall be made in advance of the implementation of planned activities. It may be amended to be consistent with the progress of project delivery.
3. UNDP shall receive and administer the payment in accordance with the regulations, rules and directives of UNDP.
4. All financial accounts and statements shall be expressed in United States dollars.
5. If unforeseen increases in expenditures or commitments are expected or realized (whether owing to inflationary factors, fluctuation in exchange rates or unforeseen contingencies), UNDP shall submit to the government on a timely basis a supplementary estimate showing the further financing that will be necessary. The Government (MICT) shall use its best endeavours to obtain the additional funds required.
6. If the payments referred above are not received in accordance with the payment schedule, or if the additional financing required in accordance with paragraph above is not forthcoming from the Government or other sources, the assistance to be provided to the project under this Agreement may be reduced, suspended or terminated by UNDP.
7. Any interest income attributable to the contribution shall be credited to UNDP Account and shall be utilized in accordance with established UNDP procedures.

In accordance with the decisions and directives of UNDP's Executive Board:

The contribution shall be charged:

- (a) [5%] cost recovery for the provision of general management support (GMS) by UNDP headquarters and country offices



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8. Ownership of equipment, supplies and other properties financed from the contribution shall vest in UNDP. Matters relating to the transfer of ownership by UNDP shall be determined in accordance with the relevant policies and procedures of UNDP.

9. The contribution shall be subject exclusively to the internal and external auditing procedures provided for in the financial regulations, rules and directives of UNDP.”

