



## Commonwealth ICT Awards 2018

### Terms of Reference

Organised by the Commonwealth Telecommunications Organisation, the *Commonwealth ICT Awards* are intended to recognise major achievements in ICTs by member countries and organisations, and to share knowledge amongst Commonwealth ICT stakeholders in the areas below.

#### *Country Awards:*

- a. Universal access initiatives
- b. Broadband access initiatives
- c. ICT policy and regulatory initiatives
- d. Cybersecurity initiatives
- e. Spectrum management initiatives
- f. Applications (e-health, e-education, e-agriculture and e-commerce)

#### *Industry Awards:*

- a. Universal access initiatives
- b. Broadband access initiatives
- c. Cybersecurity initiatives
- g. Applications (e-health, e-education, e-agriculture and e-commerce)
- d. Corporate social responsibility

### Key Terms and Conditions

#### 1. Eligibility

- 1.1. The Country Awards competition is open to government and public sector agencies in Full Member Countries of the CTO as listed at <http://www.cto.int/membership/our-members/full-member-countries/>
- 1.2. The Industry Awards competition is opened to private sector and civil society organisations in Full Member Countries of the CTO as listed at <http://www.cto.int/membership/our-members/full-member-countries/>

#### 2. Award categories

2.1. Entries will be accepted in the following categories:

- **Universal access initiatives** e.g. initiatives addressing access and affordability divides, including policies and regulation for universal access; financing and investment initiatives; access technology innovation; etc.
- **Broadband access initiatives** e.g. roll-out of fixed/wireless broadband access networks (i.e. xDSL, FTTx, 3G, CDMA2000, 4G, etc); pricing; value-added services; etc.
- **ICT policy and regulatory initiatives** e.g. legal, policy and regulatory frameworks; licensing and monitoring; competition policy and resource management; collocation and facilities leasing; costs and tariffs regulation; quality of service; consumer protection; etc.
- **Cybersecurity initiatives** e.g. legal and institutional frameworks; security of online transactions; information risk and security management tools; protection of critical information infrastructure; data protection; privacy; etc.
- **Spectrum management initiatives** e.g. spectrum planning, engineering, authorisation and monitoring; regional cooperation; regulatory frameworks; competition; spectrum valuation and pricing; etc
- **Applications** e.g. e-health, e-education, e-agriculture and e-commerce
- **Corporate social responsibility.**



### 3. How to enter this competition

- 3.1. Submissions should be received no later than **1 June 2018**. More information is available at [www.cto.int/ictawards/](http://www.cto.int/ictawards/)
- 3.2. A submission fee of £200 applies per submission, with a maximum fee of £500 for multiple submissions. Submission fees are non-refundable and must be received by the CTO no later than 11 June 2018.
- 3.3. Submissions must be in English only.
- 3.4. Only initiatives implemented between 1 January 2016 and 31 December 2017 will be considered. Initiatives still at development/beta stage will not be considered.
- 3.5. Submissions should reflect the following, in no more than 500 words:
  - Name of the initiative.
  - Category under which the initiative is submitted.
  - Problem/gap the initiative sought to solve.
  - Results expected and current status.
- 3.6. Participating countries/organisations are also encouraged to add to their submission any other supporting material such as project plans and completion reports, videos, documentaries, media reports and articles, end-user testimonials, recognitions by regional/international organisations, etc in support of their submission. All such material, if hosted online, must remain available throughout the duration of the competition until the awards ceremony.

### 4. Copyrights and intellectual property

- 4.1. Where applicable, it is participating countries/organisations' responsibility to ensure that their submissions comply with all applicable copyrights legislations. They are expected to seek legal advice in relation to any copyright, patent, design and any other intellectual property or ownership rights relating to their submission, and ensure that their submission does not infringe the copyrights or intellectual property rights of any third-party.
- 4.2. Copyrights and all other intellectual property rights related to any submissions remain with the participating countries/organisations.
- 4.3. Participating countries/organisations agree to the fact that the competition procedure is not confidential; and that the CTO or its partners for the purpose of this competition accept no responsibility for protecting candidates' submission(s) from disclosure, copying or infringement.
- 4.4. Participating countries/organisations undertake to keep the CTO indemnified of any claims, charges or suits that may arise due to an alleged infringement of intellectual property rights.

### 5. The judging process

- 5.1. Decision on entries submitted in accordance with 3.1 to 3.6 above will be made by a panel of judges who will act at their sole discretion, and their decisions which will be considered final by the CTO will be based on the following criteria, in addition to the eligibility criteria listed above:
  - The extent to which the initiative can improve peoples' lives in the category submitted for; and
  - The extent to which the initiative could be relevant in other countries.

### 6. Prizes

- 6.1. Award winners will be announced at a ceremony to take place during the 3-day 2018 **Commonwealth ICT Ministers Forum** on 18 - 20 June 2018 in London.
- 6.2. There will be only one winner in any one of the above categories. However, shortlisted finalists will be acknowledged at the awards ceremony.
- 6.3. Awards will consist of titles in the format "**Commonwealth Operator Initiative for ... (e.g. Universal Access Initiative)**" together with a trophy.
- 6.4. Winners and shortlisted finalists will be responsible for their travel, accommodation and subsistence costs for participating at the **Commonwealth ICT Ministers Forum** to include the



Awards ceremony. However, the registration fee for the 3-day Forum will be waived for up to two delegates from each winner/shortlisted participating country/organisation.

## 7. Other terms

- 7.1. Decisions by the panel of judges in all matters in relation to this competition will be final.
- 7.2. The CTO reserves the right to reject any submission which does not comply with these terms and conditions or is against the spirit of this competition.
- 7.3. The CTO reserves the right to cancel any category or the whole competition itself if, in its opinion, the quality or quantity of entries is not considered sufficient.
- 7.4. Winners may be required to take part in reasonable publicity relating to the Commonwealth ICT Awards on behalf of the CTO.
- 7.5. The above prizes are non-transferable and there shall be no cash payment in lieu.

For more information, write to [awards@cto.int](mailto:awards@cto.int).