



Commission Draft Annual Work Plan and Budget 2020/2021

Consultation Document

Consultation

Publication date : 30 July 2020

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Reference Number: 1/2020

About this document

The Telecommunications Regulatory Commission of the British Virgin Islands (**Commission**) is tasked with the regulation and development of the telecommunications services industry in the Territory.

To achieve this, we promote and protect the interests of consumers and businesses in the British Virgin Islands with respect to price, choice, quality of service and innovation in telecommunications services, while encouraging a competitive marketplace.

Under section 63 of the Telecommunications Act 2006 (**Act**), the Commission is required to publish its Annual Work Plan and Budget.

Our Annual Work Plan outlines some of the key work that we propose to undertake in order to realise our objectives in the coming year. We also highlight our on-going work, which supports these goals. This document is a draft of our Annual Work Plan and Budget for the Commission's 2020/2021 financial year.

We are publishing this draft to provide our stakeholders with the opportunity to comment on our proposed priorities, anticipated work for the financial year and attendant budget.

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Instructions for submitting a Response

The Telecommunications Regulatory Commission of the British Virgin Islands (the **Commission**) invites comments on this consultation document from all interested parties. Comments should be submitted by 27 August 2020.

We strongly prefer responses to this document to be sent by email to consultations@trc.vg (indicating the subject: "Consultation on the Annual Work Plan and Budget 2020/2021"). Alternatively, responses may be sent to the address (or the P.O Box number) set out below:

Consultation on the Annual Work Plan and Budget 2020/2021 – Telecommunications Regulatory Commission, P.O. Box 4401 or 27 Fish Lock Road, 3rd Floor Road Town, Tortola, British Virgin Islands VG 1110.

Responses from corporate bodies (legal persons) should include:

- the name of the company/institution/association/other organisation;
- the name of a principal contact person; and
- full contact details (physical address, postal address, telephone number, fax number and email address).

Responses from individual (natural) persons, should include name and contact details (including email).

We have produced a cover sheet for responses (see below) and would be very grateful if you could send one with your response. This will speed up our processing of the responses and help to maintain confidentiality, where appropriate.

In the interest of transparency, the Commission will make all submissions received available to the public, subject to the confidentiality of the information received. The Commission will evaluate requests for confidentiality according to relevant legal principles.

Respondents are required to clearly mark any information included in their submission which they consider to be confidential and provide reasons why that information should be treated as such. Where information claimed to be confidential is included in a submission, respondents are required to provide both a confidential and a non-confidential version of their submission. The Commission will determine whether information claimed to be confidential is to be treated as such and, if so, will not publish that information. In respect of information that is determined to be non-confidential, the Commission may publish or refrain from publishing such information at its sole discretion.

Once the Commission has received and considered responses to this consultative document, it will deliver its final Work Plan and Budget for the 2020/2021 financial year and calculations of the Industry Levy to the Minister of Finance for approval and it will be published on the Commission's website.

Cover sheet for response to a Commission consultation

BASIC DETAILS

Consultation title: To
(Commission Contact):

Name of respondent:

Representing (self or organisation/s):

Address (if not received by email):

CONFIDENTIALITY

Please tick below which part of your response you consider is confidential, giving your reasons why

Nothing Name/contact details/job title

Whole response Organisation

Part of the response Details of Confidential Information

If you want part of your response, your name or your organisation not to be published, we can still publish a reference to the contents of your response (including, for any confidential parts, a general summary that does not disclose the specific information or enable you to be identified)?

DECLARATION

I confirm that the correspondence supplied with this cover sheet is a formal consultation response that the Commission can publish. However, in supplying this response, I understand that the Commission may need to publish all responses, including those which are marked as confidential, in order to meet legal obligations. If I have sent my response by email, the Commission can disregard any standard email text about not disclosing email contents and attachments.

The Commission seeks to publish responses on receipt. If your response is non-confidential (in whole or in part), and you would prefer us to publish your response only once the consultation has ended, please tick here.

Name

Signed (if hard copy)

Part 1: 2020/2021 Strategic Overview

Background

- 1.1 The Commission is the independent regulator for telecommunications in the British Virgin Islands, established in 2007 in accordance with the Act. Our mandate is to implement the Government's policy with respect to telecommunications as set out in the Telecommunications Liberalisation in the British Virgin Islands.¹ Our principal statutory functions are set out in section 6 of the Act.
- 1.2 Our mission is to promote value, choice, innovation, quality and competitive pricing for consumers and businesses in the British Virgin Islands. We work for consumers and businesses by promoting investment, effective competition, informed choice and the opportunity to have access to a wide range of telecommunications services.
- 1.3 To promote transparency and accountability, the Commission is required to publish an Annual Work Plan containing 'a *general description of the work and activities that the Commission plans to undertake in the financial year.*'²
- 1.4 In accordance with its statutory obligations, this document is the Commission's 2020/2021 Annual Plan, which will guide the Commission's work in 2020 in the telecommunications sector, for which it has responsibility. Also included in this document is the 2020 Budget, as required by section 63 of the Act.

Board of the Commission

- 1.5 The Minister, with the approval of the Council, made the following appointments to the Board of the Commission:
 - Chairman: Vance Lewis (Appointed: 01 February 2020 to serve for a term of three years)
 - Deputy Chairman: Vincent Wattley (Appointed: 01 February 2020 to serve for a term of three years)
 - Board member: Bevis Sylvester (Appointed 20 February 2020) to serve for a term of two years)
 - Board member: Joycelyn Murraine (Appointed 20 February 2020) to serve for a term of two years)
 - Chief Executive Officer and Board Member: Guy L. Malone: Re-appointed 1 March 2019 for a term of two years)
- 1.6 The Board of the Commission, as constituted, is continuing its objective of undertaking a thorough review of (a) work done by the Commission to date; (b) action required to bring the Commission into line and up to date with its duties under the Act; (c) the quality and speed of communications services being delivered in the Territory; (d) additional legislation that needs to be introduced to bring the BVI up to international standards; (e) staffing requirements to facilitate the delivery of the Commission's Work Plan; and (e) a universal service mechanism that will improve services in the Virgin Islands inclusive of the sister islands and rural areas on Tortola.

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http://www.trc.vg/images/attachments/040_G00050_Telecommunications%20Liberalisation%20In%20The%20British%20Virgin%20Islands.pdf

² Section 63(2) of the Telecommunications Act 2006.

Our Principles of Regulation

- 1.7 We have adopted six essential principles of good regulation consistent with international standards and best practice:

Accountability: Our decision-making powers should be, with the constraints of confidentiality, exercised transparently and subject to appropriate scrutiny and challenge.

Focus: We will concentrate on protecting the interests of consumers and business in the British Virgin Islands by ensuring the operation of a well-functioning and contestable market.

Predictability: We plan to provide a stable and objective environment, allowing all those affected by our regulation to anticipate the basis for further decisions and make long-term investment decisions with confidence.

Adaptability: The framework of our economic regulation will be flexible enough to respond to a quickly changing technology and services environment, continuing to be relevant and effective over time.

Efficiency: Where we intervene, policy interventions will be proportionate and cost-effective, and our decision-making should be timely and robust.

Balance: Our evidenced-based approach to decision-making and our adaptability will ensure that we remain proportionate, consistent, fair and just.

Strategic Aims and Objectives 2020/2021

- 1.8 We have identified six strategic aims and objectives for the 2020/2021 financial year:

1.9 Improved Telecommunications Services

We believe that a resilient and first-class telecommunications services industry is a hallmark of competitive economies and we recognise that there are several other industries that are critically dependent upon having a competitive and robust telecommunications market and infrastructure. To ensure that the British Virgin Islands is equipped to compete regionally and internationally, we will promote the enhancement of telecommunications in the Territory, recognising its central nature in attracting and retaining targeted business activity and supporting overall economic growth.

1.10 Support Governmental Initiatives

The Government has identified several key plans which are geared towards the development of the Territory. Telecommunications has been specifically identified as having a direct impact upon the realisation of these plans. As such, we will be seeking closer relations with our Minister and the wider Government to bolster the view of telecommunications as a fundamental service and demonstrate our commitment to supporting local development plans. We will provide timely and high-quality advice to the Minister relating to telecommunications and consistent updates on our work and the development of the sector.

1.11 Heightened Consumer Awareness

The Commission recognises that as the regulator of telecommunications in the British Virgin Islands, we have a duty not only to protect the public's interest, but to ensure that the public is aware of our work and how it impacts their experience in this services industry. We will engage with local consumers and businesses to educate them on the telecommunications

market and our work, and to hear any concerns or challenges that they may be experiencing in the industry. Through this initiative, we will be better able to prioritise work to ensure that we deliver the most benefit to consumers, business and visitors in the British Virgin Islands.

1.12 Positive Stakeholder Engagement

Our interaction with stakeholders is critical as we prioritise our work plan with a view of providing a quick and effective response to market developments. In this regard, we will positively increase our interaction with local licensees to better understand the challenges they face and opportunities where we might better be able to support their work and assist their processes in relation to improvement of telecommunications infrastructure. We believe that a regulator who proactively engages with key participants in the industry is better equipped to realise advancement of the telecommunications experience.

1.13 International Best Practice

We have continued to improve our relationships with sectoral regulators including CANTO, OOCUR, CTU, OFCOM in the UK, and the FCC in the US. Our associations with other organisations including the GSMA, PCH, IANA and ARIN have also been enhanced. We will continue to foster closer engagement with URCA in the Bahamas, OfReg in the Cayman Islands, SMA in Jamaica, and CICRA in the Channel Islands. This sharing of knowledge and best practice has allowed us to ensure consistency in our approach to economic regulation and ensure that we continue to follow international best practice in regulation and bring lasting benefits to the telecommunications services industry in the British Virgin Islands.

1.14 Enhanced Industry Oversight

The Commission is committed to fair and proportionate regulation of the telecommunications industry. We will strategically monitor all licensees' compliance with the Act, their licences, the Telecommunications Codes and any Instructions issued by the Commission, and take enforcement action, as necessary. This is in line with our duties under the Act and our commitment to add value to the telecommunications industry in the Territory. By encouraging increased investment by operators, fostering competition in the market and protecting the welfare of users, we believe that the telecommunications experience can be first-rate.

1.15 Develop Strategic Plan

We intend to develop and publish a strategic plan, which will guide the Commission's work over the next three years. This document will outline our goals as well as the means by which we intend to achieve these objectives, as we strive to balance fostering a dynamic and competitive environment, which meets the public interest. This is in keeping with our commitment to focused and predictable regulation of the telecommunications industry.

1.16 Support Industry Amidst Covid19 Pandemic

Our experience from the Covid19 pandemic this far has proven telecommunications to be an essential resource in the Territory. With increased usage of residential voice and broadband due to working from home arrangements and online schooling, the Commission recognises the importance of supporting the industry during this time as it continues to meet these new demands.

Part 2: The 2020/2021 Work Plan

The Commission's objective for the British Virgin Islands' telecommunications market is to ensure that it satisfies all reasonable demands for telecommunications services by promoting competition and encouraging investment.

Our critical projects for 2020 and 2021 are set out below.

Ensure optimal spectrum efficiency so that this resource is used for the maximum benefit of consumers and enterprises.

- 2.1 On 3 August 2018, the Commission commenced a consultation on the release of LTE TDD spectrum in the 2.3 GHz, 2.5 GHz and 3.4-3.6 GHz bands. This was done in keeping with our 2018 Spectrum Management Framework and the need to support the improvement of local fixed communications services. Following the close of the consultation, the Commission postponed the next stage of the release, considering responses received from the industry. We have since published our report to that consultation and re-engaged the industry with a view to determining their present spectrum needs. Our efforts are now concentrated on recommencing this Spectrum Award process, for Phase 1 and Phase 2 spectrum, with anticipated completion during the second quarter of the financial year. Thereafter, other activities identified in the Implementation Plan will be prioritised by the Commission.
- 2.2 Develop an Equipment Type Approval framework, which will include the establishment of preferred technical standards, to regularise the system of type approval and certification currently undertaken by the Commission and to allow for the collection of fees for this work. This will be completed during the third quarter of the financial year.
- 2.3 During the 2019/2020 financial year, the Commission engaged the assistance of the Gibraltar Regulatory Authority to upgrade the Commission's Radio Licensing programme to facilitate the processing of frequency authorisations within various radiocommunication services including, amongst others, maritime, aeronautical, broadcasting and land mobile services. This project was severely impacted by the Covid19 pandemic due to traveling restrictions. Nonetheless, work remains underway with an anticipated completion during the second quarter of the financial year.
- 2.4 At its request, the Commission received proposals from vendors for conducting a comprehensive network audit of the capabilities of local service providers and their usage of spectrum frequencies. This project is aimed at assessing the efficiency and effectiveness of spectrum usage, the quality of services, and the users experience that currently exist in the Territory. Once our vendor selection process is complete, the audit will be commenced and we anticipate completion of this initiative by the fourth quarter of the financial year.
- 2.5 Perform radio monitoring measurements, via the use of our recently acquired mobile monitoring unit, to ensure users of the radio spectrum remain compliant with their frequency authorisations, including but not limited to the international stands of the ITU Radio Regulations.

Facilitate continued development of a first-class telecommunications infrastructure with enhanced quality of service while improving the internal ICT environment to allow for better service to consumers, enterprises and visitors to the British Virgin Islands.

- 2.6 Develop a Broadband policy, taking into account benchmarked speeds from across the Region, to improve the speed and reliability of internet services for the benefit of telecommunications consumers in the British Virgin Islands.
- 2.7 Develop a regime to leverage the cost savings, flexibility, and enhanced security benefits associated with moving the Commission's various technology services to the Cloud.
- 2.8 So as to be prepared in the unfortunate occurrence of a natural or other type of disaster that renders its current premises inaccessible, the Commission will consider establishing an off-site disaster recovery location where it can continue operations until it becomes safe to return to its current premises.

Review the licencing framework and support the implementation of recommended changes to the Telecommunications Policy, Act, Codes and Regulations.

- 2.9 The Commission remains cognisant that operator licences are due for renewal by 2022. Considering this, our work towards reviewing operator licences, in preparation for licence renewal, will continue into this financial year, with a view to determining appropriate areas for amendment for the benefit of all industry stakeholders. Once applications for licence renewal are received from operators, negotiations will be commenced on the new licences. This is an on-going project, which is expected to continue until all licences are formally renewed.
- 2.10 On 13 May 2019, the Commission commenced an internal compliance audit aimed at assessing the extent to which each licensee has complied with the Act, Codes, their licence and instructions issued by the Commission. The audit was completed during the second quarter of the 2019/2020 year. As we move closer towards licence renewal, it is the Commission's desire to bring all licensees into compliance. We are in the process of developing a compliance programme for each operator, the implementation of which will continue into this financial year, as we work to address all areas of identified weaknesses and non-compliance.
- 2.11 Continue with already commenced processes for the implementation of recommendations for a revised telecommunications policy, revision to the Act, and introduction of new Codes and Regulations. This is projected for completion during the third quarter of the financial year.

Enhance economic remedies and solutions to deliver choice and value to consumers and business in the British Virgin Islands.

- 2.12 Hire a Chief Economist to take forward the programme of work relating to economic analysis and remedies in the telecommunications sector.
- 2.13 Fully develop a statistical database containing information on the state of telecommunications in the British Virgin Islands, to be updated periodically.
- 2.14 Develop an in-house Long Run Incremental Cost model for use in termination of interconnection tariffs and for market analysis purposes, with a view to improving market conditions if and where necessary.
- 2.15 The Commission recognises that consumer choice and satisfaction are crucial in any services industry. To assist consumers in the telecommunications sector, we will develop a user-friendly consumer choice tool using data to help consumers make informed decisions about telecommunications services plans in the Territory.

Ensure that the Commission is adequately skilled, involved with telecommunications users, and has the appropriate financial framework to fulfil its duties under the Act.

- 2.16 Between the 2018/2019 and 2019/2020 financial years, the Commission undertook a comprehensive compliance audit of its efficiency as a regulator. This initiative confirmed the need for an in-house compliance resource to progress the programme of work relating to regulatory compliance and to bolster the Commission's oversight of the industry. In light of this, the Commission will hire a Compliance Officer to perform these duties.
- 2.17 Commence a public awareness campaign to create awareness in the Territory of projects being undertaken by the Commission and to educate citizens and consumers on key developments in and challenges affecting the telecommunications sector.
- 2.18 The Commission will go on a staff retreat aimed at improving focus within the organisation. Telecommunications, and equally its regulation, is vital in the British Virgin Islands. Therefore, to ensure that the Commission continues to serve the public interest, the time will be used to revise our mission and vision, to gain guidance on the best ways of performing our duties and to develop our three-year strategic plan.
- 2.19 During the 2019/2020 financial year, the Commission continued its efforts towards becoming current in its financial reporting obligations. Audits for the financial years 2016 and 2017 are in progress with a projected completion before the close of the 2019/2020 financial year. The Commission wishes to commence the financial audits for 2018, 2019 and 2020 within the first quarter of this financial year.

Part 3: On-Going Work to Fulfil Our Duties

Under section 6 of the Act, the Commission has a broad range of duties and responsibilities. Much of this work is non-discretionary and is outlined in the Act.

Our broader programme of on-going work, as outlined below, helps us to fulfill our wider mandate and supports the work identified in Part 2 above.

3.1 Protecting consumer interests

As one of the key safeguards of the public interest, we establish quality of service indicators and reporting requirements. We enforce and monitor the effectiveness of operator performance to ensure an optimum consumer experience in the telecommunications sector.

3.2 Addressing consumer complaints

The Commission regularly investigates and resolve complaints by telecommunications users in the BVI in relation to telecommunications products and services and facilitates relief, as necessary, to create a firm and effective outcome where we see harm.

3.3 Monitoring industry compliance

We assess compliance of all licensees with the regulatory framework, their licence and any relevant instruction or directives issued by the Commission. Where instances of non-compliance arise, we intervene, ensuring that our regulatory powers are exercised in a transparent, appropriate and non-discriminatory manner.

3.4 Enforcing competition conditions

To ensure effective competition in the market, we investigate operator issues in relation to interconnection and shared facilities, enabling timely and amicable resolutions, as necessary. We also enforce regulatory conditions that we impose on communications providers to promote competition.

3.5 Managing spectrum usage

The Commission ensures that the radio spectrum is used in the most efficient way, which limits interference between users and maximises benefits to consumers. We authorise the use of spectrum through the issuance of frequency authorisations. Where appropriate, we issue exemptions to allow spectrum use without a frequency authorisation.

3.6 Eliminating harmful radio interference

We advise and assist spectrum users by monitoring marine traffic and handling reports of interference, while carrying out activities to protect the radio spectrum. The Commission has developed an awareness and enforcement programme, which includes notifications and coordination with Government to eliminate instances of harmful interference.

3.7 Frequency Coordination discussions

Recognising the technical and regulatory process needed to remove or mitigate radio-frequency interference, the Commission remains engaged in formal discussions with the FCC towards establishing clear guidelines for frequency coordination between the British Virgin Islands and the US Virgin Islands.

3.8 Determining licence and frequency authorisation applications

We assess applications for commercial TV and radio service, and other licences and frequency authorisations based on application policies and regulations. Where licence or frequency authorisations are granted, we monitor and enforce effective compliance.

3.9 Monitoring telecommunications developments

Our policy work is informed by technical and commercial developments in the industry. Therefore, to ensure that we are properly informed of future opportunities and challenges, we monitor, analyse and consider respective developments to ensure that our regulation and promotion of expansion are appropriate.

3.10 Implementing technical development

As telecommunications advances, the Commission determines the various implications of implementing technical initiatives. We will continue to encourage the proliferation of IPv6 across the Territory.

3.11 Advising the Government of the Virgin Islands

The Commission engages with the Government to advise on positions and policies relating to telecommunications issues and advancement in the telecommunications industry. We also work closely with other regulators in the Region to ensure a coordinated approach to regulation.

3.12 Engaging with international stakeholders.

We believe that discussing best practice is of utmost important to ensuring consistency in our regulation of telecommunications. Considering this, the Commission engages with international stakeholders in the industry, to learn from their experiences and join policy discussions that may impact the BVI telecommunications sector.

3.13 Organising Industry Events

The Commission celebrates telecommunications related occasions including, World Telecommunications and Information Society Day. In December 2018, we hosted our first cocktail reception for industry stakeholders. These events provide an opportunity for mutual engagement between the Commission, licensees, consumers and businesses.

3.14 Building our human resource

We undertake comprehensive internal and external staff training and development to ensure increased knowledge and awareness of the communications and technology sector as well as the responsibilities of the Commission.

3.15 Collecting telecommunications fees

We assess and collect fees and other charges payable to the Commission, including without limitation, licence fees, royalties, the industry levy and spectrum fees.

Part 4: Budget for the 2020/2021 Financial Year

Estimated Income

FY 2021 Budget - Income	FY 2021 Budget	FY 2020 Budget
Domain Registration Fees	30,000.00	30,000.00
Industry Levy Fees	3,842,960.53	4,249,009.13
Radio License Fees	50,000.00	50,000.00
Royalty Fees	2,187,712.27	2,050,104.74
Spectrum Fees	516,650.00	516,650.00
Submarine Cable Fees	600,000.00	500,000.00
Finance Income	10,000.00	10,000.00
Estimated Income	7,237,322.80	7,405,763.87

Estimated Expenditure

FY 2021 Budget - Expenditure	FY 2021 Budget	FY 2020 Budget
Non-Executive Members Honoraria and Expenses	63,600.00	40,800.00
Employee Compensation	1,396,599.88	1,342,822.48
Government Fees and Staff Benefits	649,518.11	634,283.44
Professional Services	515,500.00	689,745.00
Conferences, Training and Travel	103,850.00	261,834.58
Rent and Utilities	412,866.88	433,720.88
Maintenance Expenses	97,240.00	66,003.45
Consumers Education and Public Relations	22,500.00	55,000.00
General and Administration	104,755.15	205,007.94
Special Project	100,000.00	100,000.00
Estimated Operating Expenditures	3,466,430.03	3,829,217.77
Contingency Amount	376,530.50	419,791.36
Total Estimated Expenditures with Contingency	3,842,960.53	4,249,009.13
Net Income before Regulatory Contribution	3,394,362.27	3,156,754.74
Less: Regulatory Contribution	(2,187,712.27)	(2,050,104.74)
Estimated Net Income (Loss) after Regulatory Contribution	1,206,650.00	1,106,650.00
Capital Expenditure	298,875.00	368,695.85

Overview of Budgetary Items

Income

- **Domain Registration Fees:** This income comprises of new and renewal dot.vg subscribers. This is an emerging market that the Commission wishes to grow. In the future, the Commission hopes that all local registered companies will have a DOT.Vg account.
- **Industry Levy Fees:** As per section 59 of the Telecommunications Act 2006, the Industry Levy represents the Commission's operating cost assessed by the Commission on all Licensees.
- **Radio Licence Fees:** This income represents fees from individual radio operators, boat captains, and registered boats that renew or apply for a radio licence to operate in the BVI.
- **Royalty Fees:** This income represents royalties received from the licensed operators annually. This amount is 3% of the gross income of the licensed operators.
- **Spectrum Fees:** This is a relatively new revenue stream for the Commission since the LTE award process in 2016. This is a fixed annual fee, payable every August by the holders of the LTE spectrum.
- **Submarine Cable Fees:** A fairly new revenue stream for the Commission, because of CWC submarine cables that terminate or transit the BVI, pursuant to the Submarine Cable Directive dated 18th Dec 2014.
- **Finance Income:** Interest Income on bank deposits.

Expenditures

- **Non-executive Members Honoraria and Expenses:** This represents the budgeted cost for all members of the Board of the Commission. This expenditure has increased by \$22,800.00 (56%), as a result of new legislative policies and laws.
- **Employee Compensation:** This represents remuneration for all employees, inclusive of 18 full time positions. This increase in expenditure represents new job vacancies and annual salary increments. This figure has increased by 4% over the prior budget year.
- **Government Fees and Staff Costs:** This represents employer social security, NHI, PAYE, pension cost, health benefits, staff recognition program, housing allowance, travel allowance, telephone allowance, entertainment allowance, performance management and gratuity scheme. This figure has increased by 2.4% over the prior budget year.
- **Professional Services:** This represents auditing services, economics service, legal and litigation services, research and development services, and technical and human resource services. This figure has decreased by 25% from prior periods.
- **Conferences, Training and Travel:** This represents travel, local and internationally, for members of the Board and employees, to attend meetings, conferences, seminars, and workshops for continued development on behalf of the Commission. This figure has decreased by 60% compared to the prior year's budget. The Commission has decided, as a result of COVID-19, that all training and travel will be completed via online training and Zoom meetings.

- **Rent and Utilities:** This represent occupancy of the 2nd and 3rd floor of the LM Business Centre; the latter floor was leased by the Commission from December 2016 to accommodate increased staffing. This figure has decreased 5% over the prior budget year.
- **Maintenance Expenses:** This represents automobile maintenance, building maintenance, cleaning and cleaning materials, computers, equipment and site, fuel, and office equipment. This figure has increased by 47% over the prior budget year, due to new equipment maintenance cost and cleaning requirements.
- **Consumers Education and Public Relations:** This represents initiatives aimed at educating and informing consumer on various aspects of the telecommunications sector, including community outreach; utilisation of other media avenues; and acknowledgement of various telecommunications days/events. This expenditure has decreased by 59% over the prior budget.
- **General and Administration:** This represents subscriptions, customs duties, general office expenses, and messenger services. This figure has decrease by 49% over the prior budget.
- **Special Projects:** Operator Compliance Audit. This represents the Commission's focus on investigating each operator's business operations and practices, in an effort to gain a better understanding of the business and ensure the compliance of all operators. While the Commission will be involved in this initiative, this project includes obtaining external services from its auditors and technical experts for the Commission to effectively carry out this audit.
- **Contingency Amount:** This represents 10% of the estimated expenditure, as per section 59(2) of the Telecommunications Act 2006.