



**GOVERNMENT OF THE
FEDERATED STATES OF MICRONESIA**
Department of Transportation, Communication & Infrastructure

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Terms of Reference

Consultant (FSM National Government ICT Network Roll-out Plan)

A. Background

The Office of the President issued a memorandum in May 2008 appointing an Information Technology (IT) Committee to investigate how best the FSM National Government Palikir Complex can reduce cost of its Internet Connectivity and further initiate the process of planning and implementation of a more consolidated infrastructure that will provide a centralized intra-government communication network system utilizing the right technology that will allow a more efficient and secure government broadband network.

Consequently, the IT Committee was established and organized consisting of IT Managers from all Departments and Offices including Congress and Judiciary. The committee is Chair by the Assistant Secretary for Division of Communication, since the Department of Transportation, Communications & Infrastructure is lead agency for the task.

The Committee have achieved following milestones:

1. Connect all buildings at the Palikir Complex via fiber optic cable.
2. Consolidate a centralize Internet single connection (pipe) and negotiated/ executed Internet Contract with FSM Telecom for a unified single payment account eliminating all fragmented (ADSL/Dial Ups/Wi-Fi) connections and accounts.
3. Acquired from FSM Telecom the gov dot fm domain and the capability to register third level domain for government services.
4. Begun work of building a centralize web portal (www.gov.fm) to house links pointing to all government departments, offices and agencies' websites. The work includes building websites for departments, offices and agencies that do not have one.
5. Acquired Congress funding to hire Consultant for development of FSM National Government ICT Network Roll-Out Plan. This is to establish office or unit responsible for administration and management of the ICT network.

B. RATIONALE AND EXPECTED OUTCOMES

Overall Objective:

The objective of this consultancy is to develop a Plan (1 set document) to establish an ICT Office or Unit responsible for the administration and management of the FSM National Government ICT Network to enable government the full benefit of broadband technologies for transparency and good governance.

Purpose

The purpose of this plan is to align with the long term strategic goal in the 2012 FSM National ICT and Telecommunications Policy

(<http://www.ict.fm/documents/communications/policy/ict-policy2012.pdf>):

- ICT for good governance, transparency and accountability
- Development of an e-government strategy to improve government delivery of public services
- Develop policies for the procurement of technology efficient network equipment to support transmission of voice, data, and video for e-Government applications.

While the ultimate goal is to promote transparency and accountability thru ICT by developing and implementing an e-Government strategic policy plan, the thinking toward achieving this end (long term) is to harmonize given milestones with the long term plan bearing in mind the availability of fund.

C. Scope of Work (General)

The Consultant will report to the Assistant Secretary for Communication, Department of Transportation, Communications and Infrastructure.

Generally, the Consultant will work closely with designated IT personnel or staff from each government department/office or agency in the preparation and development of the Plan and related work that will include:

- Prepare a summary work plan for undertaking the project
- Conduct Assessment and Evaluation Report of present situation of ICT infrastructure
- Develop FSM National Government ICT Network Roll-Out Plan
- Provide technical and expert support on retainer basis after the roll-out plan is implemented

D. Duration and Location

The Consultant is expected to complete work in 12 months. Work can be done remotely but requires a preliminary visit to Palikir, Pohnpei at beginning of work and a follow-up visit upon completion.

E. Deliverables

1 Set Completed FSM National Government ICT Network Roll-Out Plan that must contain following elements:

1. Develop Organizational Structure of Office or Unit that will Administer and Manage the FSM National ICT Network:
 - a. Create Organizational Structure of the Office or Unit
 - b. Develop Position Classification/Descriptions
2. Develop A Budget Plan
3. The Consultant will further provide expert advice and assistance in the implementation of the plan to ensure its successfully operational.

F. The Candidate(s)

Candidate must have degree in computer science (MBA) or Information Communication Technology. Prefer at least 5 years' experience in IT management.

Desirable Work Experience in:

- ICT Strategic Planning
- Software Development Management
- Chief Information Officer Position
- Internet Network Planning

G. Administrative Matters

Once the plan has been, reviewed, evaluated and accepted by the Assistant Secretary for Communication and IT Committee, the document will be submitted to the Secretary of Department of Transportation, Communication and Infrastructure for approval and further transmitted for adoption and endorsement by the Government.