

**Statement of Organization and Functions
of Public Authority**

Pursuant to the **Access to Information Act, 2002**, the following is being brought to the attention of the general public.

1. NAME OF PUBLIC AUTHORITY: Spectrum Management Authority (SMA/Authority)

2. NAME AND TITLE OF PRINCIPAL OFFICER: David McBean, Managing Director

3. LOCATION: 13-19 Harbour Street, Kingston

4. HOURS OF BUSINESS: Mondays to Thursdays - 8:30 a.m. to 5:00 p.m.
Fridays - 8:30 a.m. to 4:00 p.m.

5. TEL. NO: 922-8884, 948-7800 **WEBSITE:** <http://www.sma.gov.jm>

FAX NO: 922-4093 **EMAIL:** dmcbean@sma.gov.jm

6. NAME OF RESPONSIBLE OFFICER: Ida-Gaye Warburton

TEL. NO: 922-8884, 948-7800 **WEBSITE:** <http://www.sma.gov.jm>

FAX NO: 922-4093 **EMAIL:** iwarburton@sma.gov.jm

**7. DESCRIPTION OF SUBJECT AREAS/PORTFOLIO
RESPONSIBILITIES OF PUBLIC AUTHORITY:**

The Spectrum Management Authority was established under the **Telecommunications Act, 2000** to carry out the business of management of Jamaica's Radio Frequency Spectrum, and to give effect to the provisions of legislation and regulations relating to telecommunications. The Spectrum Management Authority is responsible for licensing users of the radio frequency spectrum, collecting fees payable to the Consolidated Fund, identifying and eliminating sources of interference and for representing the Government of Jamaica and other shareholders in various international fora.

8. LIST OF INTERNAL MANUALS/DOCUMENTS:

Name of Document

Purpose of Document

Telecommunications Act, 2000 (as amended)

Provides the legislative framework for the operation of the Authority.

Radio and Telegraph Control Act, 1973 (as amended)

Broadcasting and Radio Re-Diffusion Act, 1949 (as amended)

Public Bodies Management and Accountability Act, 2001 (as amended)

Financial Administration and Audit Act (as amended)

(Please see attached for additional information)

Signed: 
Principal Officer

Date: 11/03/2016

LIST OF INTERNAL MANUALS/DOCUMENTS:

Name of Document	Purpose of Document
Jamaica's Frequency Allocation Chart	Indicates the type of services for which specific frequencies are assigned in Jamaica.
The Telecommunications Act, The Telecommunications (Spectrum Regulatory Fees) Regulations 2003, Jamaica Gazette Supplement No. 33, April 30, 2003	Outlines the basis for charging spectrum regulatory fees.
The Telecommunications Act, The Telecommunications (Delegation of Function) Order, 2009, Jamaica Gazette Supplement No. 89A, October 22, 2009.	Authorizes the SMA to issue all Spectrum Licences except for mobile and wireless broadband spectrum licences.
International Telecommunication Union Publications including: <ul style="list-style-type: none"> <li data-bbox="185 772 748 835">i. Handbook: National Spectrum Management, Edition 2005 <li data-bbox="185 940 797 1045">ii. ITU-R Recommendations: Fixed Service, Radio-Relay and Other Systems: Volume 2000, F series - Part 1(A) <li data-bbox="185 1075 695 1138">iii. Final Acts, World Radiocommunication Conference (Geneva, 2015) <li data-bbox="185 1209 743 1272">iv. Radiocommunication Bureau Study Groups: Administrative Circulars 	Outlines the fundamentals of spectrum management, spectrum planning, engineering practices, and best practices for national spectrum management, among other things. Outlines all the Recommendations in force at the end of the Radiocommunications Assembly in 2000. Outlines revisions to existing Resolutions and Recommendations with respect to international Radio Regulations. Provides information on the latest developments in the telecommunications industry.
Annual Report for 2001, 2001/02, 2002/03, 2003/04, 2004/05, 2005/06, 2006/07, 2007/08, 2008/09, 2009/10, 2010/11, 2011/12, 2012/13, 2013/14, 2014/15	The purpose of these reports is to describe and review the progress of the Authority for the relevant period. The reports provide an overview of the Authority's performance, the results of its operations, the amount of fees collected and the management of interference. The report also contains the audited financial statements of the Authority for the respective years.

Signed: 
Principal Officer

Date: *11/03/2016*