



GOVERNMENT OF BERMUDA

MINISTRY OF HOME AFFAIRS

PATI Information Statement

Name of Public Authority: TELECOMMUNICATION COMMISSION

Introduction:

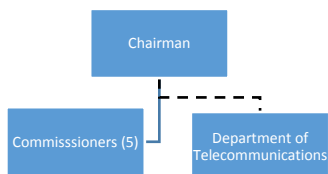
The Public Access to Information Act of 2010 not only gives the public the statutory right to information about how its government works, but also affirms an obligation on Government to provide information as requested. In an effort to be as transparent as possible in its operations, the Broadcasting Commission issues this statement to provide insight into its operations, services, and obligations to the public. The information provided includes operating procedures, documents that govern the way the Broadcasting Commission makes decisions, as well as some broad and general information about what the Broadcasting Commission does on a day-to-day basis.

Please note that any private business or individual's trade secrets or other information provided to the Department in strict confidence will not be available to the public.

Section A: Structure, Organization and Legislation [s5(1)a]

ORGANIZATION CHART 2023

TELECOMMUNICATION COMMISSION



Legislation

Telecommunications Act 1986 (Only sections relating to Broadcasting)

Government Fees Act 1965

Government Authorities (Fees) Act 1971

Section B: 1) Functions, powers, duties of the Authority [s5(1)b]

Powers of the Telecommunications Commission

Provides Ministerial advice on Broadcasting licenses.

Duties of the Telecommunications Commission

As required by the Telecommunications Act 1986 (Only Sections relating to Broadcasting) the Commission's duties are to:

- Issue broadcasting licenses;
- Provide advice to the Minister.

Section B: 2) Obligations under PATI Act [s5(1)b]

To provide an **information statement** for the public and promulgate it [s5],

- To provide **other information** to the public so that the public needs only to have minimum resort to the use of the Act to obtain information [s6]. This includes:
 - General information, e.g. activities of the Authority
 - Log of all information requests and their outcome
 - Quarterly expenditure (upon request) [s6(5)]
 - Contracts valued at \$50,000 or more.
- To **respond to information requests** in a timely manner [s12-16]
- To **track information requests**, and provide this data to the Information Commissioner
- To respond to requests from the Information Commissioner [s9]
- To **amend personal information** held by the Authority that it is wrong or misleading following a written request by the person to whom the information relates [s19]
- To conduct an **internal review** if formally requested [part 5]
- To give evidence for **review by the Information Commissioner** [part 6, 47(4)], or for **judicial review** [s49], if required
- To provide an **annual written report** to the Information Commissioner of the status of information requests [s58 (3)].
- **To do anything else as required** under the PATI Act and subsequent Regulations [s59, 60], including:
 - **Fees** for Requests for information
 - Management and maintenance of **records**
 - **Procedures** for administering the Act
- To **train staff and make arrangements** so as to facilitate compliance with the Act [s61]
- To **designate one of its officers** to be the person to whom requests are directed [s62]

Section C: Services and Programmes [s5(1)c]

The Telecommunications Commission provides the following services:

- Issues Broadcasting Licenses
- Conducts inquiries as directed by the Minister responsible for Telecommunications.

Section D: Records and documents held [s5(1)d]

Meeting Minutes

The Telecommunications Commission keeps records of meetings held - some information contained is information obtained in confidence - and the deliberations of the Commission.

Section E: Administration (all public access) manuals [s5(1)e]

- Financial Instructions

Section F: Decision-making documents [s5(1)f]

- Telecommunications Act 1986 (Only Sections relating to Broadcasting)
- Financial Instructions

Section G: The Information officer [s5(1)g]

Contact: Patricia DeShields

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Section H: Any Other Information [s5(1)h]

Note that the Department of ICT Policy & Innovation provides administrative and technical support for the Telecommunications Commission.

Section I: Any Other Information To be Provided? [s5(1)i]

N/A

Section J: Information Statement: Copies and Updates [s5(2,3,4,5)]


Every public authority shall update its information statement at least once a year, and make it available for inspection by the public at reasonable times by [s5(1-5), PATI Act]:

Date Information Statement was updated: 6 December, 2017

Locations of Information Statement:

- Your principal office:
3rd Floor, Government Administration Building,
30 Parliament Street, Hamilton HM 12 Y
- The Bermuda National Library; Y
- The Bermuda Archives; Y
- Available electronically, Y
- Website for public authority www.gov.bm Y
- Have you published a notice in the Gazette indicating the places where the information statement is available for the public? Y
- With the Information Commissioner. Y

Sign and Date:



12 January 2023