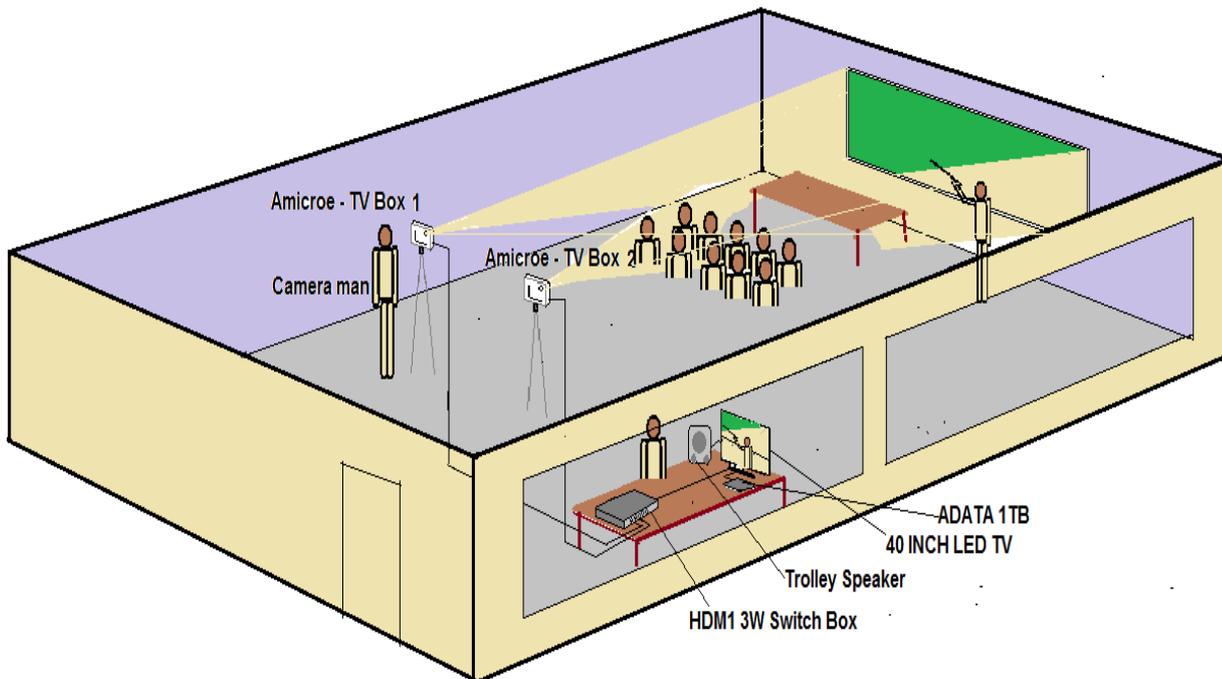


HOLY TRINITY PROJECT PROPOSAL

SIMPLE LIVE STREAMING AND RECORDING SETUP



Cultivating universal basic education and foundation for Human Capital Development through ICT– A NICTA and TED Project.

Compiled by : HTTC ICT DEPARTMENT



Executive Summary

It gives me the greatest pleasure to present to you our key project partners this priority project. In our Vision 2050 it provides for every citizen of this nation with the opportunity for personal development and positive engagement.

As a teacher educator, we are concerned that we must empower our young generations with the right Digital Literacy knowledge and skills in order to provide them with the opportunity to lead a positive life.

Our journey towards implementing our new Bachelor of Education and Diploma in Teaching (Primary) programs, we note that digital literacy remains an urgent need to cope with the current developments taking place in the Information and Communication Technology industry. The stock of computers we have is steadily increasing but only few of our staff members are able to use them for their teaching and learning purposes as it is still very limited. To some extent this reflects the lack of experience and training of lecturers, some of whom, quite understandably, do not feel confident in using ICT applications and content development.

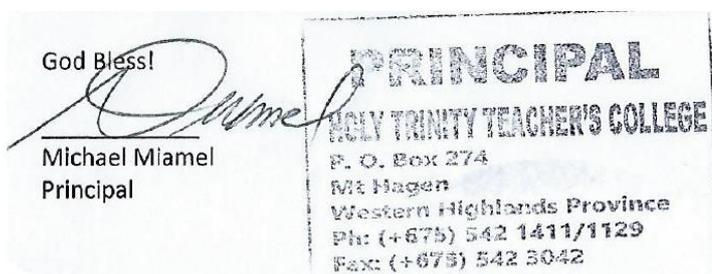
And it's not just about direct digital literacy benefits from this project, it is also about educating our educators of future leaders of this country. It is our duty to feed them with the right electronic knowledge which will equip them for our leaders of tomorrow. PNG is faced up with a lot of development challenges; however, it is important to acknowledge some of our donors like Universal Access Service, AusAID's, European Union and JICA who have contributed immensely towards the development of this country.

On that note, I wish to take this time to thank UAS for her readiness to help those who are need. For your information, HTTC is an Agency run institution and just like any other institutions she definitely needs support.

Again, this proposal is linked to UAS's Broad Policy, Papua New Guinea and UAS'S Strategic Policy (2018-2022), NICTA'S Vision for PNG Telecommunication Development in which our proposal intends to fulfil in the long term:

- *Papua New Guinea Vision 2050
- *National Goals and Directive Principles
- *Millennium Development Goal
- *National Education Plan
- *Education for all goals
- *Holy Trinity Teacher's College Vision

It is hoped that this proposal will be given a favorable and positive consideration by everyone who will deliberate on it.





NATIONAL INFORMATION & COMMUNICATIONS
TECHNOLOGY AUTHORITY

Universal Access and

Service Projects for 2020

Date of Submission: June 2019

Project Proposal Form – FORM 002

(All project proposals submitted MUST follow this format and sequence. Projects proposals which do not follow this format and sequence may not be considered. All questions must be answered)

Applicant Information			
Name	Mr. Michael Miamel		
Organization Holy Trinity Teacher's College – Teacher Education	Type of Organization: <input checked="" type="checkbox"/> Education Institution <input type="checkbox"/> Government <input type="checkbox"/> Private <input type="checkbox"/> NGO <input type="checkbox"/> Other		
Position	Principal		
Mailing Address	HTTC, P.O. BOX 274, MOUNT HAGEN. Western Highlands Province.		
Telephone	5421411/5421129: Mobile# 70023845	Fax	5423042
Email	mkmiamel@gmail.com		

Project Information	
Project Title	ICT Application and Content Development Programs
Project Location	Holy Trinity Teacher's College - Mt Hagen
Province	Western Highlands
District	Hagen Central
LLG	Hagen Central

Ward	5 (Five)
-------------	----------

Project summary

The project objectives are considered appropriate as they are clearly stated and is in accord with the Medium Term Development Plan 111 (2018-2022) on ICT (Section 32); NICTA Strategic Planning Report (2018-2022), and National Broadband Plan 2014.

Moreover, this proposed projects' intention is to promote and implement in the long term;

- The United Nations Declarations of Human Rights (1962)
- Education for All (United nations Declarations 1990)
- The National Education Plan 2005-2014
- PNG Vision 2050 (2009)

Most importantly, this proposed project is seeking to promote and contribute to the attainment of socio-economic development goals of government through ICT infrastructure, Services and improve the availability of ICT services within the country particularly in unserved and underserved communities and areas.

Further, it will deliver the expectations of the new education reform objectives at high standards

Project Cost K100,000.00	Requested Amount K90,000.00	Own funding K20,000.00
TOTALK – 100,000.00		20,000.00

Refer to attached Project Costings and Financial Arrangement

COSTS

5.1 Costing and Financial Arrangements

The total cost of the project is estimated to be 100,000.00 which UAS will finance A\$80,000.00 and Catholic Joint Venture Agency will finance K20,000.00 (K at the exchange rate of .642 AUD per Kina as at January 2020).

There are additional unallocated funds which may be available for project activities mutually agreed between the UAS and the GoPNG-NICTA and taking into account other educational priorities in PNG.

Costs by Activities

Summary by Activities - Costs in Australian Dollars (exchange rate as above)

ACTIVITIES	TOTAL
UAS	
1 Personnel, including baseline surveys	8,500.00
2 Infrastructure	6,400.00
3 Information technology and educational materials	35,662.52
4 Training	15,500.00
5 Other costs	10,000.00
TOTAL	
JVA (HTTC)	
1 Personnel	10,000.00
2 Project Management	10,000.00

TOTAL

100.000.00

Note: Please refer to quotation attached.

Duration of the Project

January to March 2020

This project is estimated to be completed within 2 to 3 months from the date of announcement of selection by the NICTA (UAS Secretariat) (refer to implementation schedule).

Contact Point Information

Name	Phillip Umba		
Organization	Holy Trinity Teacher's College		
Address	P.O. Box 274, MT. HAGEN. Western Highlands Province		
Position	Lecturer/ OIC-ICT Facilities		
Telephone	5421411/5421411: Mobile# 73366252	Fax	5423042
Email	umbaphilip23@gmail.com		
	Date	5 June 2019	



Signature:

Project Details

Please describe outline of the pilot project	
Objectives	<p>The specific objectives of this prioritized project are considered appropriate as they:</p> <ul style="list-style-type: none"> • are clearly stated, measurable and in accord with directions to be adopted under the Education Reform Agenda which is considered to be a national education priority; • • are in accord with NICTA's Medium-Term Development Plan III (2018-2022) on ICT (Section 3.2), NICTA Strategic Planning Report (2018-2022), and National Broadband Plan 2014 and supports directly two Key Result Areas: Increase Access to and quality of education and Promote gender equity; • identify the needs of the Project's target groups; and • identify and acknowledge the roles of other projects and activities in the Education sector. <p>The components of proposed project and its objectives are realistic in terms of the identified needs and rationale for the project, and have a direct relationship to the Project Goals, purpose and objectives, they will, however, require systematic management and coordination, and continuing monitoring of progress given their close interrelationships.</p> <p>At both the micro and macro levels of Project operations, there is a need to monitor the level of dependence on NICTA key personnel. In addition, the NICTA's capacity to support the project activities should also be carefully considered on an ongoing basis.</p>
Purpose of Project	<p>The project purpose is considered appropriate as they:</p> <ul style="list-style-type: none"> • reflect national development and educational priorities especially the Education Reform Agenda; and • identify the project focus on teacher education and the major elements to be addressed. <p>It is noted that these subsume three dimensions to schooling which are promoted in the above priorities: access to, continuity of, and the community focus.</p>
Outline of pilot project	<p>Project description including equipment, networks / systems/ design and schematics needed for the Project.</p> <p>(You may attach another sheet if necessary.) Refer to attachment 1</p>
Appropriateness of the	<p>The project objectives are considered appropriate as they are clearly stated and is in accord with the Medium Term Development Plan 111</p>

<p>Project</p>	<p>(2018-2022) on ICT (Section 32); NICTA Strategic Planning Report (2018-2022), and National Broadband Plan 2014.</p> <p>Moreover, this proposed projects' intention is to promote and implement in the long term;</p> <ul style="list-style-type: none"> ○ The United Nations Declarations of Human Rights (1962) ○ Education for All (United nations Declarations 1990) ○ The National Education Plan 2005-2014 ○ PNG Vision 2050 (2009) – Pillar No 1 – Human Capital Development Plan <p>Most importantly, this proposed project is seeking to promote and contribute to the attainment of socio-economic development goals of government through ICT infrastructure, Services and improve the availability of ICT services within the country particularly in unserved and underserved communities and areas.</p> <p>Further, it will deliver the expectations of the new education reform objectives at high standards through quality recorded lessons.</p>
<p>Number of Persons benefiting from the project</p>	<p>The projects target group are lecturing staff at Holy Trinity Teacher's College as well as student teacher trainees and most importantly the primary school children of all grades who will benefit both in the long term through the procurement and supply of ICT's equipment and supplies, the acquisitions of Web cameras, cables, computers and provision of Live Video streaming training and by having Long Term and Short Term Advisers from NICTA working collaboratively with the subject lecturers on content development. Other immediate beneficiaries are the education department and education commentators who will have access to content development programs. In particular, the key partners and Holy Trinity Demonstration Primary school staff, students and many other persons would directly and indirectly be benefitting from the project.</p>
<p>Project Benefits</p>	<p>Expected number of people to benefit from projects</p> <p>Staff and Students – 1000 plus</p> <p>Primary School Children – Expected to increase over time from 1000 – 100, 000 over a five year period as more have access to video recorded lessons</p> <p>Standard Officers/ Primary School Teachers – 100 – 10 000 Teachers for reference and study purpose</p>
<p>Partner organizations/institutions (if any)</p>	<p>Catholic Joint Venture Agency</p>
<p>Milestone(significant phases of the project)</p>	<p>Please refer to attachment 1 and 2. When a lesson is steamed to target audience locally and recorded and distributed is and will be the milestone event in PNG teacher training and development.</p>
<p>Expected output</p>	<p><i>Refer to attachment 1</i></p>
<p>Project Risks</p>	<p>What are the risks to the Project? How will they be overcome or managed? (See management table) Refer to attachment 3</p>

	Risk -List all possible risks you can think of	Consequence 4 – Extreme 3 – High 2 – Medium 1 -Low	Probability 4 – Almost certain 3 – Likely 2 – Positive 1 - Unlikely	Risk Management/Mitigation plan
	Lack of political or administrative support			
	Land not secured			
	Security			
	Project Equipment Personalized			
	Lack of community support			
	Maintenance & recurrent costs			
Reporting Procedure	<p>Communication channels</p> <p>Figure 1 below outlines the project support linkages that will be established to ensure effective communication within the Project – in Port Moresby and in Holy Trinity Teacher’s College(HTTC), and between Port Moresby and Holy Trinity Teacher’s College. It identifies between the two major stakeholders in NICTA and HTTC through the NICTA Project Co-ordinator and the OIC-ICT here at HTTC. NICTA Project Co-ordinator, NDOE and UAS Country Project managed by the UAS and the in-Australia management, monitoring and support groups.</p> <p>In-country strategies to ensure effective communication between Project elements to include:</p> <ul style="list-style-type: none"> • continuing communication links between HTTC at project site and between NICTA Project office in Port Moresby through electronic mail, telephone, facsimile and post and strengthen by Quarterly Project Management meetings including key counterparts where appropriate, Strand workshops, and site visits by the Project Director (PD) and Project Co-ordinator (PC). • regular telephone contacts and meetings between the Project Director and Project Co-ordinator; • continuing informal communication between the Project Director 			

and dialogue between the Project Management Unit -ICT here at HTTC -project site.

- monthly or two weeks' progressive reports, as required, will be submitted on schedule as per the implementation schedule. Submission will occur by the 14th of the first and second month. The final Monthly report will be prepared and submitted at the end of January and February 2020. (if the project commenced in January 2020).
- monthly reports by the Project Management Team to NICTA and UAS and continuing contact between the Project Director, Project Manager, Project Co-ordinator and the Project Management Unit whilst on project site.
- Continuing communication between the Project Management Unit, the Project Co-ordinator, Project Manager and Project Director.
- Regular meetings of, NICTA's Project Co-ordinator and Project Manager.
- Links between the PD and NICTA desk through dialogue, Two-Monthly Reports, PD's Project site visit report and continuous improvement Meetings between the PD, NICTA Project Co-ordinator and Project Management unit on project site (HTTC) at least three occasions monthly; and
- Direct communication between the PD, Project Manager and Principal/OIC-ICT on project site.

Performance Indicators and Reporting

Performance indicators will be established for all activities and incorporated at all levels of planning focusing particularly on the key elements. Reporting on performance indicators will be conducted through:

journal records of the Project Co-ordinator and counterparts

- Quarterly meetings and reviews
- workshop reports and evaluations
- PD reports following project site visits
- one-monthly and three times monthly reports to UAS and NICTA
- three monthly reports to the UAS
- reporting of achievements

To provide concise quantitative information on identified performance indicators, the Monitoring Framework will be used. This will form a key part of the one and Three Monthly Reports and will be up-dated on this basis.

Figure 1

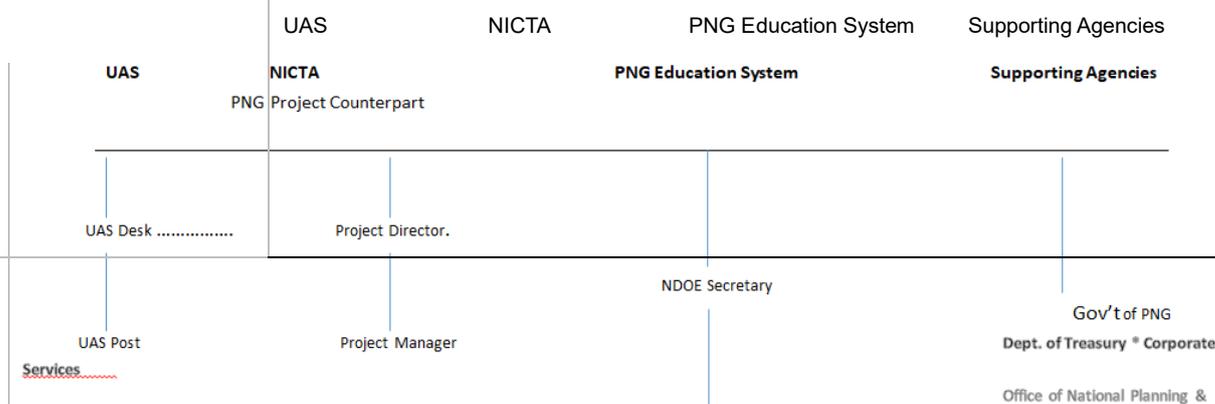
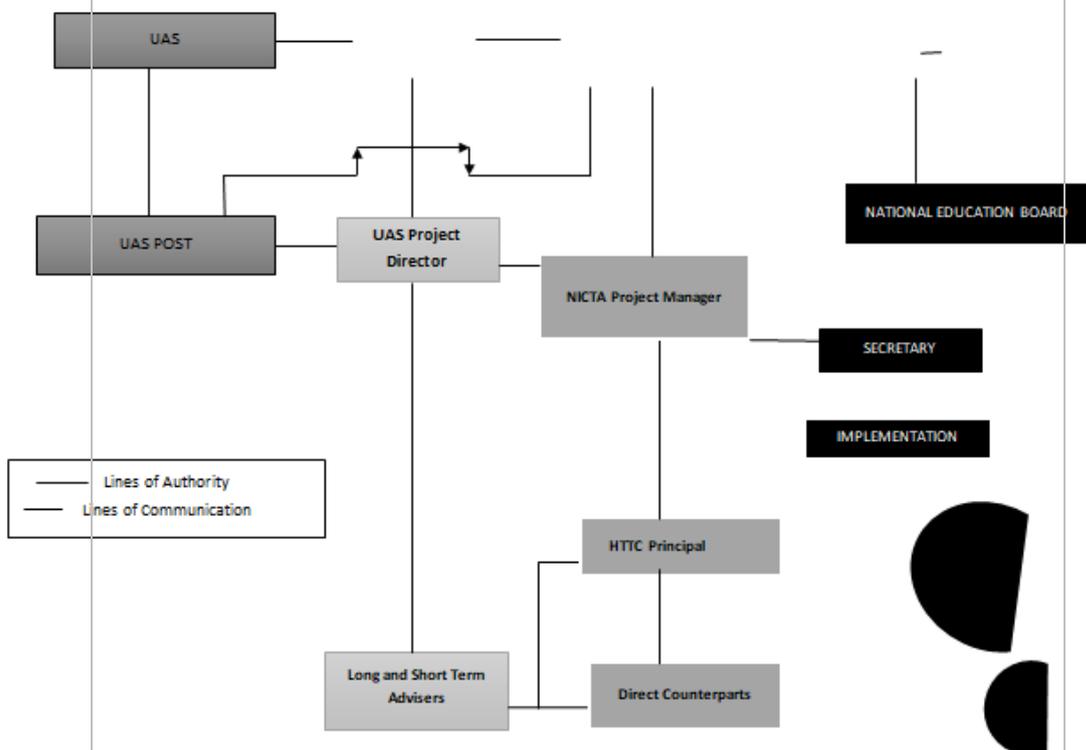


Figure 2

Figure 2



--	--

--	--

Linkage to existing Government development	How will the project contribute to development of the Papua New Guinea?

<p>policies</p>	<p>Please explain the linkage of the project to;</p> <ol style="list-style-type: none"> 1. The Medium-Term Development Plan III (2018-2022) on ICT (Section 3.2), 2. NICTA Strategic Planning Report (2018-2022), and 3. National Broadband Plan 2014, <p>The specific objectives of this prioritized project are considered appropriate as they linked to existing Government development policies in which they are directly and clearly;</p> <ul style="list-style-type: none"> • stated, measurable and in accord with directions to be adopted under the Education Reform Agenda which is considered to be a national education priority; • are in accord with NICTA's Medium-Term Development Plan III (2018-2022) on ICT (Section 3.2), NICTA Strategic Planning Report (2018-2022), and National Broadband Plan 2014 and supports directly two Key Result Areas: Increase Access to and quality of education and Promote gender equity; • identify the needs of the Project's target groups; and • identify and acknowledge the roles of other NDOE and DHERST's ICT projects and activities in the Education sector. <p>The components of proposed project and its objectives are realistic in terms of the identified needs and rationale for the project, and have a direct relationship to the project goals, purpose and objectives, they will, however, require systematic management and coordination, and continuing monitoring of progress given their close interrelationships.</p> <p>At both the micro and macro levels of Project operations, there is a need to monitor the level of dependence on NICTA key personnel. In addition, the NICTA's capacity to support the project activities should also be carefully considered on an ongoing basis.</p>
<p>Financial Support</p>	<p>How will the project be supported by your organization/community/provincial government/administration?</p> <p>Since this project belongs to the staff and students HTTC and Holy Trinity Demonstration Primary School (HTDPS), Catholic Joint Venture Agency (JVA) would contribute K10,000.00??.....</p> <p>Financial support from the organization/community/provincial governments/or any other source (if any):</p>
<p>Sustainability of Project</p>	<p>Financial Sustainability – Generate income through the online sale, download and retail sale of materials produced.</p> <p>The use of learning materials will deliver quality , standard lesson to all school , children. Teachers and improve knowledge acquisition for better decscision making to improve one's socio economic status and hence Vision 2050 – Pillar N0 1 – Human Capital Development will have a strong knowledge base to begin</p> <p>Ongoing Training and support from NICTA and other Partners like DHERST.</p> <p>viewing of content produced,How to ensure the sustainability of operation of the systems after this project ends? And how the results of this project may be used for enhancing development of your province/community/area?</p>

Please describe project implementation plan (schedule) in detail. (date, period, place, mission, etc.)

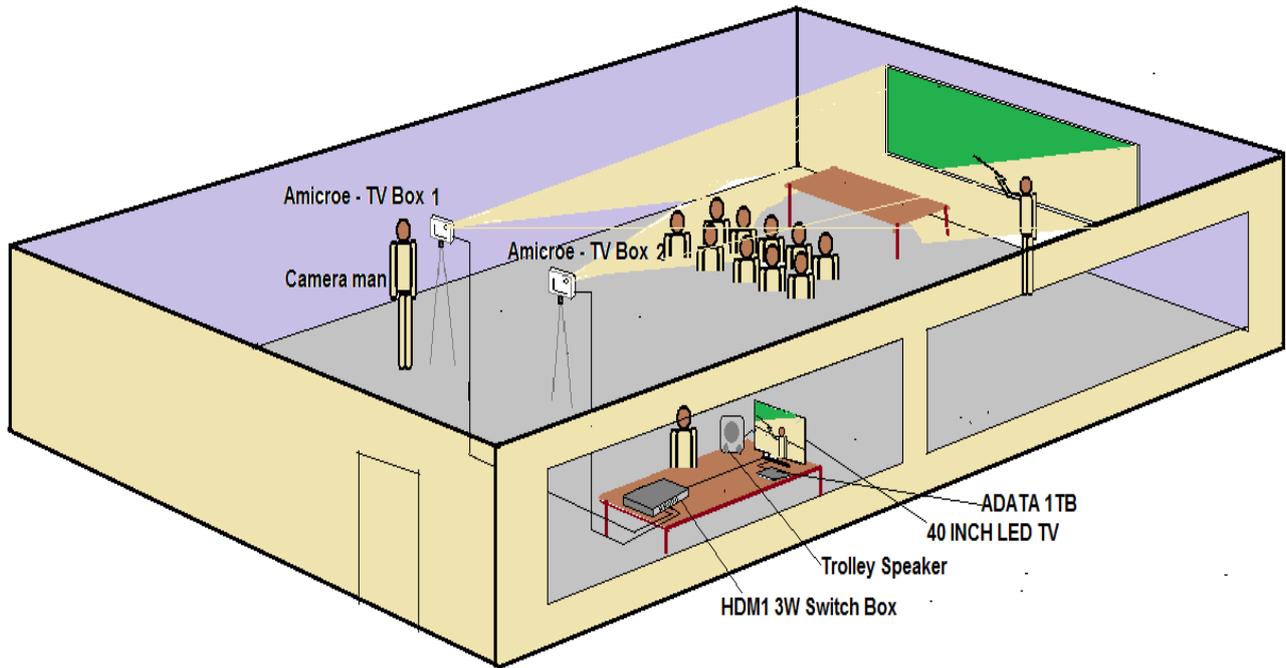
REFER TO ATTACHMENT 1.

ATTACHMENT 1 – Project Outline

Output/Activities	Narrative			
3.1	Procurement of supplies and equipment geared to ICT applications and content development programs.			
3.1.1	Submit endorsed procurement list to UAS or NICTA for Approval.			
3.1.2	Procure, deliver and install ICT applications and content development programs supplies and equipment.			
3.2	Enhance knowledge and skills for teacher educators and other educational personnel in PNG in order to mainstream ICT applications and content developments more effectively.			
3.2.1	NICTA to develop 3 months strategy and work plan.			
3.2.2	One ICT Applications and Content Development National Workshop.			
3.2.3	UAS and NICTA ICT applications and content development skills transfer and training.			
3.2.3.1	Conduct an audit of ICT applications and content development practices and needs in teacher training programs in HTTC.			
3.2.3.2	Provide ICT applications and content development activities to teacher educators or lecturers through workshops and visits.			
3.2.3.3	Improve ICT Applications and Content Development content and curriculum in teacher training courses.			
3.2.3.4	Strengthen models of operation for teacher training in HTTC in ICT Applications and Content Development.			
3.2.4	Prepare schedule for overseas attachment for approval by UAS.			
3.2.5	PD ICT Applications and Content development counterpart in overseas attachment and report.			
3.2.6	Conduct two ICT Applications and Content Development workshops for HTTC counterparts.			
3.3	Overseas Attachment training completed for ICT Applications and Content Development personnel.			
3.3.1	Develop for approval by UAS training plan for 24 person months ICT Applications and Content Development training in overseas.			
3.3.2	Conduct 24 person months ICT Applications and Content Development training overseas and report.			
3.3.3	International travel costs reimbursement.			

Attachment 2 – Diagram of the recording and live streaming.

SIMPLE LIVE STREAMING AND RECORDING SETUP



Attachment 3

Annex E: Risk Management Plan

Risk	Consequence	Likelihood	Impact	Priority	Mitigating Action	Responsibility	Timing
HTTC does not make building or site available for this project.	Delays program. Additional cost in building new or temporary building.	Low	High	3	Ensure College has spare temporary office space capacity (eg doubling up in existing rooms).	PM, PC	1 –2 month
Requires unknown constructional techniques.	Delays program. Adds to cost.	Low	Medium	2	Design works to use local and known construction techniques.	PC, Sub-Contractor	1-2 month
Theft of materials in storage area.	Delays program. Adds to cost.	Medium	High	4	Provide security fencing and personnel to protect materials.	PC, Principal	1-3 months
Vandalism	Delays program.	Medium	High	4	Provide security fencing and personnel to protect works.		
Industrial Dispute	Delays program.	Medium	Medium	3	No work, No pay contract conditions.	PD, PM, PC	1-3 months
Bankruptcy of Sub-contractors.	Delays program. Additional cost associated with signing of new sub-contractor	Medium	Medium	3	Screen sub-contractors before engagement.	PM, Principal	1st month
Bad weather	Delays program.	Medium	Medium	3	Have sub-contractors price bad weather and include in contract conditions.	PM, Principal	1-3 months
Government of PNG budgetary issues impact on counter funding.	Inadequacies in HTTC facilities and services.	High	Medium	4	Support for HTTC in preparation of budget submissions; effective reporting to PD and UAS.	PM, PC, Principal	1-3 months

Annex 3

Political instability could affect project.	Damage to building site. Riots stop work.	Medium	Medium	3	Establish and maintain good relationships with local community.	PC, Principal	1-3 months
---	---	--------	--------	---	---	---------------	------------



datec
Innovative Solutions | Valued services

HEAD OFFICE
Datec (PNG) Limited
Poreporena Freeway
P.O.Box 504, Port Moresby, NCD
Papua New Guinea
Phone: +675-303 1333 Fax: +675-325 9066

Branches
Lae
Steffens St. & Coronation Dr.
Tel: +675 473 0600
Fax: +675 472 7277

Mt Hagen
Hagen Drive
Tel: +675 542 3233
Fax: +675 542 3234

Goroka
Elizabeth Street
Tel: +675 532 3168
Fax: +675 532 3166

Madang
Nuna Street
Tel: +675 422 2133
Fax: +675 422 2134

Kokopo
Kokopo Beach Front
Tel: +675 992 5399
Fax: +675 982 5503

Alotau
Charles Abel Highway
Tel: +675 6410617
Fax: +675 6410619

QUOTATION / PROFORMA INVOICE

Quote To:
Datec Hagen Cash Sales (935)
Hagen Drive
Mt. Hagen
Western Highlands Province
Papua New Guinea

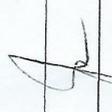
Deliver To:
Attn: Philip Umba
HT ICT Center
P O Box Mt Hagen
Ph: 542 1411

Account: 27687168
Customer Ref: QUOTATION
Delivery Instructions:

VALID FOR 14 DAYS ONLY
QUOTATION/PROFORMA INVOICE ONLY
******* NO DELIVERY *******

Quote No: 1324926
Date: 23-MAY-19
TIN: 500000740
Page No: 1 of 1
Rep: David Kayumo
Service Job:

Line	Item Code	Item Description	UOM	Quantity	B/Ord	Unit Price	Extended Price
1.0	07121536	D-Link DGS-1016 Switch	EACH	1	0	409.50	409.50
2.0	03737274	Logitech Z213-Speaker	EACH	1	0	147.95	147.95
3.0	04740555	MS-Wireless-Desktop-950	EACH	1	0	142.23	142.23
4.0	06106711	Adata HD710 1Tb USB HDD	EACH	1	0	342.68	342.68
5.0	01102039	Acer B276HL 27" Display	EACH	1	0	1,192.23	1,192.23
6.0	01127525	HP P240VA 23.8" N3H14AA LED	EACH	1	0	619.50	619.50
7.0	09266638	Ritek DVD-R 50pk Printable	EACH	1	0	44.86	44.86
8.0	03148232	Nikon Coolpix P900 Camera	EACH	2	0	3,246.45	6,490.91
9.0	04406647	SDXC Card Class 10 64Gb	EACH	2	0	143.18	286.36
10.0	03737218	Logitech H390 USB Headset	EACH	1	0	294.95	294.95
11.0	03737221	Logitech H340 USB Headset	EACH	1	0	170.86	170.86
12.0	04737215	Logitech K480 Bluetooth Kbd	EACH	1	0	247.23	247.23
13.0	01856581	Samsung Tab A 8" 16Gb LTE	M	2	0	1,421.32	2,842.64
14.0	05125638	UTP Cat6 Solid Cable Blue CLI	EACH	1	0	2.86	2.86
15.0	05309312	Belkin F9E600 Surge Board	EACH	2	0	65.86	131.73
16.0	04825651	RJ45 8P8C M/Plug Solid Cb Sgile	PACK	20	0	1.58	31.60
17.0	04816510	Clipsal 568A CAT6 M/Socket Wnt	EACH	10	0	37.23	372.27
						Goods & Service Tax (K)	1,377.05
						Total	15,147.41

Signature:  **Date:** 23-05-19

Person: David Kayumo

Terms: Trading terms are strictly 30 days only. Datec may at its discretion register any customer that defaults in payments and has debts over their trading terms with the Credit & Data Bureau of PNG.

By Cheque: Please write your Datec customer account number on the back of your cheque, attach remittance advice and post or deliver to: DATEC (PNG) Limited PO Box 504, Port Moresby, Papua New Guinea.

By Bank Deposit: To Datec (PNG) Limited at BSP account number 1000584670. Ensure you include your Datec customer account number in the reference field. ensure prompt credit to your Datec account number please fax a remittance advice to +675 325 9066 or email to: accounts@datec.com.pg showing the amount paid, date paid and your Datec account number.

14,339.08

Page 1 of 1

Dept – Department

DHERST – Department of Higher Education Science and Technology

Gov,t – Government

HTTC – Holy Trinity Teachers College

ICT – Information Communication Technology

JICA – Japanese International Cooperation Agency

JVA – Joint Venture Agency –

NDOE – National Department of Education

OIC – Officer in Charge

UAS – Universal Access Services

NICTA – National information Communication Authority

PC – Project Coordinator

PD – Project Director

PM – Project Manager

End
