Date: 5th July

Time: 11.30am (Rwanda)

Participants: Bernard Niyonteze, KtRN

Felix Nsanzimana, KtRN

Diana Mugisha, KtRN

Emmanuel Ndahiro, Airtel

Katia Umutoni, Airtel

Emmanuel Harelimana, Airtel

Emmanuel Gatoto, MTN

James Wild, Technical Advisor

Phil Dunglinson, Technical Advisor

1. Terms of Reference

Technical Advisor introduced and highlighted key sections of the draft terms of reference documents for both the MNP Working Group (WG) and the higher level MNP Steering Group. The mobile operators were asked to review both documents once they are shared after the meeting so that both can be finalised and signed off by the next WG meeting.

**Action:** Technical Advisor to circulate the draft documents to the WG participants after the meeting [complete].

**Action:** mobile operators and RURA to review and raise any issues by 17th July; both documents to be finalised and signed off by the next WG meeting.

2. Draft high level project plan

Technical Advisor presented the high-level project plan drafted by RURA showing MNP commercial launch in December 2024. It was emphasised that each mobile operator is expected to develop their own detailed internal project plan so they can track the specific activities needed to be undertaken; each of these detailed plans should align with the overall plan developed/used by the WG. The WG then discussed the contents.

Airtel commented that they have discussed the project timing internally and until they receive the NPC spec and key items from the Business Rules, they are discussing theory; they want to avoid a scenario where they implement MNP changes and then have to go back and re-do some of it at a later date. In addition, Airtel believes that phase 4 (procurement of NPC system) and 5 (operators implement local database and gateway) should be done sequentially rather than in parallel and this will impact the critical path timeline. Technical Advisor commented that Airtel’s general concerns are understood; with regards the project plan timing, phase 5 has a broader scope and should include core network upgrades and support systems development and upgrade and these activities can/should be done in parallel to the NPC procurement activity.

Technical Advisor went on to say that all 3 mobile operators should now be planning to do an impact assessment to identify areas within their network and systems that need changing in order to support MNP. Whilst the specific API used to send data between the NPC and each operator’s network will only be known once the NPC vendor is confirmed, there is a lot of other work that is not dependent on the API and can be planned and started beforehand.

**Action:** all 3 mobile operators to undertake an MNP impact assessment and share it with RURA.

MTN raised a concern about the perceived short time being allowed before the MNP service launch. They asked the Technical Advisor for their thoughts based on similar implementations in other countries. The Technical Advisor replied that the proposed Rwanda timeline is optimistic, the testing phase would normally be significantly longer (4+ months), the NPC procurement would normally take up to 6 months and the key unknown today is the extent of work needed within each of the 3 mobile networks and the time to complete that work. MTN agreed with the comments made.

Technical Advisor highlighted that the draft RURA project plan allows until the end of September for all the core network and support systems changes as well as implementation of the gateway and local MNP database. Each operator should notify RURA if they believe their individual timing is going to extend beyond this date, showing the supporting evidence, so RURA can consider updating the overall project plan timeline.

**Action:** each mobile operator to work out how long their internal network and support system changes will take and report back to RURA if they are expected to extend beyond the end of September.

KtRN commented that this project involves more than two parties and therefore activities will take time and due dates could be subject to variability / unexpected delay. They asked the Technical Advisor to emphasise this concern to RURA and requested that the MNP project plan be realistic in the critical path timing. Further, the NPC specification is needed as soon as possible or the project risks delay.

3. Testing document

Technical Advisor introduced the Testing Document to the WG and explained that whilst it is not yet needed, it should be useful for each mobile operator to understand the extent of the testing phase in the project so proper preparations can be made. The document will be shared after the meeting and participants should raise any questions they have after reading through it.

**Action:** Technical Advisor to circulate the draft Testing Document [complete].

4. Any other business (AOB)

It was discussed and agreed to hold future WG meetings every fortnight for the foreseeable future, starting on Thursday 18th July. Meetings will be scheduled to start at 11.30am Rwanda time and last for 1 hour; the zoom invite will be sent out so the meeting appears in everyone’s calendar.

**Action:** Technical Advisor to send out scheduled zoom invites for future WG meetings [complete].

5. Next Meeting

The next meeting will be by zoom call on Thursday 18th July 2024 at 11.30am Rwanda time.

**Action:** Technical Advisor to circulate agenda beforehand.