



Agenda item 21: Panel Discussion Seven – Electronic Passports: Sharing Member Experiences (Challenges and Lessons)

Recommendations

The PIDC Regular Annual Meeting is invited to:

- a) **note** the key issues raised and lessons learnt regarding the introduction and use of electronic passports; and
 - b) **consider** discussing regional solutions to better understanding electronic passports in the PIDC Membership.
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Purpose

To discuss the challenges of introducing and using electronic passports and consider lessons learnt and best practices.

Background

2. In recent years, borders in the region and around the world have increasingly processed electronic passports. Since the late 1960s, the International Civil Aviation Organisation (ICAO) and its contracting Member states from the United Nations (UN) have steadily moved towards an international platform for machine readability of travel documents. ICAO mandated that all 189 ICAO states issue machine-readable passports by 2010.

3. With wider adoption of chip and biometric technologies, the rate of change in the field of machine-readable documents has been accelerating, which raises discussion about what immigration department benefits will result from the adoption of these technologies.

Conclusion

4. The majority of PIDC Members have not adopted electronic passports while some have begun exploring the use of electronic passports. However, despite the varying levels of e-passport use in the Pacific, the PIDC network provides the appropriate platform to share experiences and lessons which can be used to better understand the shift to e-passport platforms and the challenges associated with establishing e-passport platforms in national jurisdictions.

5. This session provides an opportunity to further address the challenges of establishing electronic passports across Pacific countries and territories and provides lessons and options for Members to consider.

Annex 1: Panel Discussion Guidelines

Pacific Immigration Directors' Conference Regular Annual Meeting Guidelines for Panel Discussions

The following guidelines have been developed to assist panellists with their preparation for the Panel Discussions at the PIDC Regular Annual Meeting to maximize information exchange and interaction with conference participants in the limited time available.

2. There are seven panel sessions planned for the Regular Annual Meeting. Each session is structured to provide Session Objectives with specific Session Outcomes to be achieved and Key Issues to be discussed. Due to time constraints, not all panellists will be invited to present and the selection of presenters will be discussed between the panellists with the Secretariat having the final say should there be more than one presenter seeking to present on a specific topic.

Panel discussion process

3. The panel discussion process is as follows:
- a) Prior to each Panel Session the Chair will provide a brief introduction of the topic and its relevance to the PIDC.
 - b) The Facilitator will provide a very brief introduction (no longer than 4 minutes):
 - i. outlining objective(s) of the panel discussion;
 - ii. introducing the panellists; and
 - iii. introducing the panellist presenters, their topics and the time limits.
 - c) Each Panel will be invited to provide between two and three presentations (depending on allocated time) and Presenters will be given an 8-10-minute speaking time slot to present on their topic. Presenters will be requested to adhere to this time limit to ensure there is adequate time available for open discussion among the participants.
 - d) At the completion of the scheduled presentations, the non-presenting panellists will be invited to make verbal interventions regarding their experiences with the issue discussed and the objectives of the panel discussion.
 - e) The Facilitator will then open the discussions for comments from the floor.
 - f) At the conclusion of the open discussions, where there are recommendations, the Chair will invite Members to consider/endorse the proposed recommendations.

Role of Facilitator

4. The main role of the Facilitator is to: (a) guide discussions in the session they are facilitating to ensure the session objectives are achieved; and (b) manage the time (very important) noting the Secretariat will support their role by providing a timekeeper.

5. The Secretariat will provide talking points to guide the Facilitator's interventions and prompt discussions from the panellists who are expected to have expert knowledge of the issues to be discussed.

Role of Presenters

6. Presentation Guidelines:
 - a) Presenters are limited to making presentations between 8 – 10 minutes (unless informed otherwise);
 - b) Presenters are encouraged to use PowerPoint presentations which each should consist of not more than 8-10 slides (all inclusive) looking to speak for about one minute per slide on average;
 - c) Unless the Presenters advise otherwise, all material received will be distributed in electronic form; and
 - d) Besides PowerPoint slides, Presenters are requested to submit one or two key message(s) or recommendations from their presentations to:
 - i. Assist the Facilitators for each respective session in guiding the discussions; and
 - ii. Inform the drafting of the workshop outcomes document for the participants to consider. These key messages need to be brief, clear, to the point and should not be more than one or two sentences per key message. Presenters will be requested to submit these key messages by to the Secretariat.

Role of non-presenting panellists

7. These panellists are recognised as having an important point to contribute to discussions but due to time constraints are not provided with a presentation slot. In this instance, these panellists will be asked to make brief comments on their experiences relative to the objectives of the agenda item.