



**ORGANIZACION DE LOS ESTADOS AMERICANOS
ORGANIZATION OF AMERICAN STATES**

**Comisión Interamericana de Telecomunicaciones
Inter-American Telecommunication Commission**

**VIII REGULAR MEETING
OF THE ASSEMBLY OF CITEL
February 16 to 18, 2022
Washington, DC, United States of America**

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DRAFT SCHEDULE

(Item on the Agenda: 1)

(Document submitted by the Secretariat of CITEL)

Wednesday, 16 February 2022 VIII Regular Meeting of the Assembly of CITEL	
08:00 – 09:00	<i>Registration of participants</i>
09:00 – 13:00	FORUM OF HIGH-LEVEL AUTHORITIES
13:00 – 14:00	<i>Lunch</i>
14:00 – 14:30	Informal meeting of Heads of Delegation to organize the work of the Assembly^{1/}
14:30 – 16:00	<p>Inauguration of the VIII Regular Meeting of the Assembly of CITEL</p> <p>Colombia assumes as the Chair of the Permanent Executive Committee of CITEL (COM/CITEL)</p> <p>Following the first plenary session of the Regular Meeting of the Assembly</p> <ul style="list-style-type: none"> • Election of the Chair and the two Vice Chairs of the Meeting of the Assembly • Assumption of office by the Chair of the Meeting of the Assembly • Establishment of the Committees: Credentials, Drafting, and Style • Establishment of the Working Committees <p><i>Agenda items: 1,2, 3, 4, 5, 6, 16</i></p>
16:00 – 16:15	<i>Break</i>
16:15 – 17:00	Meeting of the Working Committee ^{2/}
17:00 – 17:45	Meeting of the Steering Committee ^{3/} Meeting of the Committee on Credentials ^{4/} Meeting of the Style Committee ^{5/} Meeting of the Drafting Committee ^{6/}

Thursday, 17 February 2022 VIII Regular Meeting of the Assembly of CITEL	
08:00 - 09:00	Meeting of the Drafting Committee (<i>to be confirmed</i>)
09:00 – 10:30	Meeting of the Working Committee ^{2/}
10:30 – 11:00	<i>Break</i>
11:00 – 12:30	Meeting of the Working Committee ^{2/}
12:30 – 14:00	<i>Lunch</i>
14:00 – 15:30	<p>Second plenary session of the Assembly</p> <ul style="list-style-type: none"> • Report of the Committee on Credentials • Establishment of the Permanent Consultative Committees: designation, purpose, and specific mandate • Designation of the Member State to occupy the vice chairmanship of COM/CITEL • Election of the Member States of COM/CITEL. • Election of the Member States to preside over the Permanent Consultative Committees <p><i>Agenda items: 7, 8, 9, 10, 11, 13, 14, 16</i></p>
15:30 – 16:00	<i>Pause</i>
16:00 – 17:30	Meeting of the Working Committee ^{2/}
17:30 – 18:30	Meeting of the Steering Committee ^{3/} Meeting of the Committee on Credentials ^{4/} Meeting of the Style Committee ^{5/} Meeting of the Drafting Committee ^{6/}

Friday, 18 February 2022 VIII Regular Meeting of the Assembly of CITELE	
08:00 – 09:00	Meeting of the Working Committee ^{2/} (<i>to be confirmed</i>)
09:00 – 10:30	Third plenary session of the Assembly and Closing Session <ul style="list-style-type: none"> • Reports of the Working Committees. <i>Agenda items: 8, 9, 10, 11, 12, 16, 17</i>
10:30 – 10:45	<i>Pause</i>
10:45 - 12:30	39 Meeting of COM/CITEL <ul style="list-style-type: none"> • Session for the designation of the Chair and Vice Chair of COM/CITEL
12:30 - 14:00	<i>Lunch</i>
14:00 - 15:30	39 Meeting of COM/CITEL Working Group for the Preparation of the ITU Plenipotentiary Conferences (WGPP). <ul style="list-style-type: none"> • Preparation of CITELE for the ITU Plenipotentiary Conference (PP-22).
15:30 – 16:00	<i>Pause</i>
16:00 – 17:30	34 Meeting of COM/CITEL Working Group for the Preparation of the ITU Plenipotentiary Conferences (WGPP). <ul style="list-style-type: none"> • Preparation of CITELE for the ITU Plenipotentiary Conference (PP-22).
17:30 – 18:30	Meeting of the Style Committee ^{5/} Meeting of the Drafting Committee ^{6/}

FOOTNOTES:

1. **Article 28 of the Regulations of the CITES:** Prior to the inaugural session, the heads of delegations of the Member States or their alternates shall meet informally, upon being called together by the Chair of COM/CITES, to agree on the various aspects concerning the organization of the work of the CITES Assembly.
2. **Article 37 of the Regulations of the CITES:** The CITES Assembly shall establish such **working committees** as it deems desirable for consideration of the various topics on the agenda. A working committee is made up of the delegations of the Member States that wish to take part in that committee. Each working committee shall elect a Chair, and may also elect a vice-Chair and a rapporteur. Each working committee shall study the topics assigned to it by the CITES Assembly and shall present to the plenary session a report on its discussions, the draft resolutions or proposals considered, and its recommendations.
3. **Article 33 of the Regulations of the CITES:** The **Steering Committee** is made up of the Chair of the CITES Assembly, who shall preside over it, the two Vice Chairs, and the Chairmen of the working committees. The Chair of the CITES Assembly shall convoke the Steering Committee whenever he deems it desirable for the best performance of the work of the Assembly. The task of the Steering Committee is to resolve any difficulties that may arise regarding the functioning of the CITES Assembly and to suggest appropriate solutions to the committees or to a plenary session. For the effective operation of the CITES Assembly, it shall coordinate the work of the working committees.
4. **Article 34 of the Regulations of the CITES:** The **Credentials Committee** is composed of the representatives of three member states elected at the first plenary session of the CITES Assembly. The Committee shall elect its Chair. The Credentials Committee shall examine the credentials of the delegations and submit a report, before the election of the COM/CITES members and Chairs of the PCCs, to the CITES Assembly forthwith.
5. **Article 35 of the Regulations of the CITES:** The Style Committee is composed of the representatives of four Member States elected at the first plenary session of the CITES Assembly, each of which shall represent one of the four languages. The Style Committee shall receive the drafts of resolutions and recommendations adopted by committees before they are submitted to a plenary session of the Assembly for its consideration, and shall introduce in them such style changes as it deems necessary. If the Style Committee notes that a draft suffers from defects of form that it cannot correct, then it shall raise the question with the committee concerned, or at a plenary session of the Assembly.
6. **Article 36 of the Regulations of the CITES:** The Drafting Committee for the working sessions of the Plenary meetings and for the Final Report of the Assembly shall be designated during the first Plenary Session and shall be composed of the first four delegates by order of precedence who volunteer. The Drafting Committee shall draft the minutes of the meeting of the informal session, of each Plenary session, of the inaugural and closing sessions, as well as the Final Report of the Assembly. The Committee shall present to each Plenary Session a draft report of all preceding sessions