



ORGANIZACION DE LOS ESTADOS AMERICANOS
ORGANIZATION OF AMERICAN STATES

Comisión Interamericana de Telecomunicaciones
Inter-American Telecommunication Commission

**XXV MEETING OF THE PERMANENT
EXECUTIVE COMMITTEE OF CITEL (COM/CITEL)
December 14 to 16, 2011
Washington, D.C., United States of America**

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FINAL REPORT

(Item on the Agenda: 17)

(Document submitted by the Drafting Group)

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FINAL REPORT

XXV MEETING OF THE PERMANENT EXECUTIVE COMMITTEE OF CITEL (COM/CITEL)

The XXV Meeting of the Permanent Executive Committee of CITEL (COM/CITEL) was held in Washington DC, United States of America, December 14 to 16, 2011.

I. AGENDA¹

1. Adoption of agenda and schedule.
2. Establishment of meeting committees:
 - 2.1 Committee for Drafting the Final Report.
 - 2.2 Committee for Preparing the Operations Plan.
3. Report by the Chair of COM/CITEL.
4. Reports from the Chairs of the Permanent Consultative Committees.
5. Reports from the COM/CITEL Working Groups.
 - 5.1 General Coordination for Human Resource Development.
 - 5.2 Working Group on the CITEL Strategic Plan.
 - 5.3 Preparatory Working Group for ITU Council meetings.
 - 5.4 Conference Preparatory Working Group dealing with regional preparations for world conferences and meetings.
6. Approval of the annual report on the activities of CITEL.
7. Approval of the 2012 Operations Plan (activities, budget, and meeting scheduling for 2012).
8. Joint CITEL/ITU activities in the region.
9. Proposed amendments of the CITEL Statute and Regulations.
10. Study of OAS General Assembly resolutions affecting CITEL.
11. Report on the situation of CITEL's cooperation agreements.
12. Report of the Steering Committee.
13. Situation of associated members.
14. Date, agenda, and venue of the next meeting.
15. Other business.
16. Adoption of the Final Report.

¹ CCP.II-RADIO/doc. 2713/11

II. AUTHORITIES OF THE MEETING

Alternate Chair:	Mr. Jorge Rodríguez (Mexico)
Vice-Chair:	Mr. Socrates Martinez (Dominican Republic)
Executive Secretary:	Mr. Clovis Baptista (OAS)
Drafting Group:	
Chair:	Mr. Héctor Valdez (Mexico) Secretariat of CITEL

III. RESOLUTIONS

COM/CITEL RES. 237 (XXV-11)²

STANDARDIZED TEMPLATES FOR NEW WORK ITEMS AND LIAISON STATEMENTS

The XXV Meeting of the Permanent Executive Committee of CITEL, COM/CITEL,

TAKING INTO ACCOUNT:

That one activity at COM/CITEL meetings is the generation of liaisons from within Working Groups regarding the work carried out and the results thereof, with a view to their subsequent presentation for approval at plenary meetings,

WHEREAS:

- a) At the XVII Meeting of PCC.I reporting guidelines were approved for Working Groups and Rapporteurships, which standardized the structure and content of their reports and allowed a clearer evaluation of activities carried out, objectives attained, and future prospects;
- b) At the XIX Meeting of PCC.I a template for Liaison Statements was approved to streamline communications with different organizations in a clear, concise and objective fashion,

RECOGNIZING:

That implementation of standard templates for liaison statements for use in all COM/CITEL meetings would allow standardization of the structure of information to be provided, help ensure necessary information is provided and facilitate the approval process,

²

RESOLVES:

1. To approve the creation of processes that uses a standardized template for Liaison Statements.
2. To approve the Annex which contains the template for liaison statements.

ANNEX TO RESOLUTION COM/CITEL RES. 237 (XXV-11)

Template for Liaison Statements

Committee/	< COM/CITEL	<## COM/CITEL >, <Meeting location>, <Date>
Working Group/	<Name of WG>	
Rapporteurship	<Name of Rapporteurship>	

Title:

LIAISON STATEMENT

For action to:

For comment to:

For information to:

Approval:

Deadline:

Contact:	Name	Tel:
	Organization	Fax:
	Country	Email:

Contact:	Name	Tel:
	Organization	Fax:
	Country	Email:

It is suggested to be used as follows:

- List the name of the Committee, Working Group or Rapporteurship originating the liaison statement.
- List the COM/CITEL meeting number, location and date during which the liaison statement was prepared.
- Include a concise title appropriate to the subject matter. If this is in reply to a liaison statement, make this clear, e.g. "Reply to liaison statement from (*source and date*) concerning ...".
- Identify the Working Group(s) and Rapporteurship(s) (*if known*) or other standards organizations to which it has been sent. (*A liaison statement can be sent to more than one organization.*)
- Indicate if the liaison statement is sent for action *or* comment *or* information. (*If sent to more than one organization, indicate this for each one.*)
- Indicate the level of approval, e.g. Committee, or Working Group, or Rapporteurship, or state that the liaison statement has been agreed at a Rapporteurship meeting.

- If action is requested, indicate the date by which a reply is required.
- Include the name, address and international telephone number of the contact person(s).
- The text of the liaison statement should be concise and clear, using a minimum of jargon.
- Liaison statements should be forwarded to the appropriate destinations as soon after the meeting as possible. Copies of all liaison statements should also be sent to the chairmen of the Working Group(s) and Rapporteurship(s) involved for information.

COM/CITEL RES. 238 (XXV-11)³

SUBMISSION OF WCIT IAPS TO ITU COUNCIL WORKING GROUP ON WCIT-12

The XXV Meeting of the Permanent Executive Committee of CITEL, COM/CITEL,

RECOGNIZING:

- a) Resolution COM/CITEL RES. 226 (XXI-09) “Guidelines for the adoption of Inter-American Proposals”;
- b) Resolution PCC.I/RES. 190 (XIX-11) “Submission of Inter-American Proposals to the World Telecommunication Standardization Assembly (WTSA) and the World Conference on International Telecommunications (WCIT)”;

CONSIDERING:

- a) That CITEL Inter-American Proposals (IAPs) for all ITU conferences are increasingly important – in many cases as important as national positions;
- b) That CITEL IAPs have played a crucial role in ITU assemblies, especially at WTSA-08;
- c) That the draft treaty on International Telecommunication Regulations (ITRs) will be prepared by the Council Working Group on WCIT-12 (CWG/WCIT) well in advance of the WCIT itself;
- d) That CITEL must make its positions known at the various CWG/WCIT preparatory meetings if it is to have a significant effect on the input to the Conference;
- e) That a first draft of the ITRs is to be agreed at the February 2012 meeting of the CWG/WCIT;
- f) That several WCIT IAPs have been already developed by PCC.I’s Rapporteurship on the preparations for WTSA and WCIT,

RESOLVES:

1. To make known to the February 2012 meeting of the CWG/WCIT the WCIT IAPs already adopted by CITEL Member States;

³ COM/CITEL/doc.1464/11 rev.1

2. To instruct the Executive Secretary of CITELE to convey such information to the CWG/WCIT as an input contribution of CITELE Member States to the Working Group.

COM/CITELE RES. 239 (XXV-11)⁴

APPROVAL OF CITIC AS A CITELE REGIONAL TRAINING CENTER

The XXV Meeting of the Permanent Executive Committee of CITELE, COM/CITELE,

CONSIDERING:

- a) The request presented by the Administration of Ecuador for the Centro Internacional de Investigación Científica en Telecomunicaciones, Tecnologías de la Información y las Comunicaciones [International Telecommunications/Information and Communication Technologies Research Center] (CITIC) to be recognized as a CITELE Regional Training Center; and
- b) The procedure for an organization to be recognized by CITELE to operate as a Regional Training Center, contained in resolution COM/CITELE RES. 141 (XII-02); and

TAKING INTO ACCOUNT:

The positive evaluation by the Coordination Center for the Development of Human Resources of the documentation presented by the aforementioned training center,

RESOLVES:

To approve the inclusion of the Centro Internacional de Investigación Científica en Telecomunicaciones, Tecnologías de la Información y las Comunicaciones (CITIC) [International Telecommunications/Information and Communication Technologies Research Center] as a CITELE Regional Training Center.

INSTRUCTS THE SECRETARIAT OF CITELE:

To inform the Administration of Ecuador of the approval of its request.

⁴ COM/CITELE/doc.1463/11

COM/CITEL RES. 240 (XXV-11)⁵

ADOPTION OF THE CITEL PROGRAM OF COURSES FOR 2012

The XXV Meeting of the Permanent Executive Committee of CITEL, COM/CITEL,

CONSIDERING:

- a) The report of the Coordination Center for the Development of Human Resources on the results of the training program of CITEL for 2011;
- b) That a fundamental need exists to update on an ongoing basis the training of telecommunication/information and communication technology (ICT) personnel, taking into account the dynamic environment of the sector;
- c) That the results of the survey of training needs presented by the Member States of CITEL for 2012 are now available;
- d) That the budgetary allocation for scholarships in the OAS Regular Fund has been reduced for 2012;
- e) That LACNIC and ISOC have offered to impart, in 2012, with high-level experts, virtual sessions and virtual clinics on Internet-related subjects of high importance, at no cost to CITEL,

RECOGNIZING:

That through the CITEL Regional Training Centers, with cooperation from the Center of Excellence for the Americas Region of the International Telecommunication Union (ITU), effective training on telecommunications/ICT may be provided,

RESOLVES:

1. To approve the preliminary CITEL program of courses for 2012, attached hereto as an Annex, prepared taking into account the priority training needs presented by the Member States.
2. To authorize the Coordination Center to select other courses meeting the training needs of the Member States; to schedule the dates for the courses; and to decide the number of scholarships to be awarded in each case, up to the maximum amount of the budgetary allocation available to CITEL and in accordance with the training needs and priorities of the Administrations.
3. To establish that in the event the Department of Human Resources of the Organization of American States (OAS) issues an invitation to participate in the competition for the Professional Development Scholarships Program for 2013, the Coordination Center would participate in cases where the Institutes are interested in sharing the costs corresponding to scholarships.

⁵ COM/CITEL/doc.1470/11

4. To authorize the Coordination Center to reallocate, insofar as possible, the amounts allocated for scholarships in the event evaluation materials are not available and the draft invitation at least five months prior to the start of the course programmed.
5. To thank the Department of Human Resources of the OAS for the ongoing and excellent support provided in disseminating the course offerings of CITEL and to emphasize the importance for the Member States of having training programs that continue to address the specific subject of telecommunications/information and communication technologies, and their recognized contribution to sustainable development and poverty reduction, and that this training be accorded the highest priority.
6. To thank the Center of Excellence for the Americas Region of the International Telecommunication Union (ITU) for all support and collaboration it provides to CITEL in the holding of the courses.
7. To thank Latin American and Caribbean Internet Addresses Registry (LACNIC) for offering the use of its IPv6 Laboratory at no cost, which will constitute a highly important supplement to the training generally offered through CITEL in this area.
8. To thank LACNIC and Internet Society (ISOC) for their offer to impart without cost to CITEL virtual sessions/virtual clinics on matters related to the Internet in the region.
9. To establish the following conditions on which the courses will be offered, unless otherwise indicated in *resolves* 1:
 - The maximum number of students in each online course group will be: 35 participants.
 - The maximum registration fee for all online courses with a scholarship through CITEL will be US\$200.
 - That 10% of the total amount collected as registration fees from participants receiving scholarships from CITEL/OAS for online courses imparted utilizing the platform of the ITU Center of Excellence will be deposited in an account to be utilized as reserve (seed) fund budget for the program of courses for coming years, whose use would be authorized through the Coordination Center for the Development of Human Resources.
10. To urge the Administrations to present candidates for scholarships to be offered for the 2012 program of courses indicated in *resolves* 1 so as not to miss opportunities made available to them, in accordance with the priorities they have duly forwarded to the Secretariat of CITEL.

TO INSTRUCT THE EXECUTIVE SECRETARY:

1. To send a note to the Director of the Telecommunication Development Bureau of the International Telecommunication Union (ITU) expressing appreciation for and emphasizing the important coordination effort being made with the ITU Regional Office for the Americas and the Caribbean through the Center of Excellence for the Americas Region, which has enabled high-level courses to be imparted jointly in response to the priority and requests of the region. This note would request that the Regional Office continue to receive the financial and human resources needed to continue the successful efforts made thus far in the Americas by the two entities.
2. To send a note thanking LACNIC for offering the use of its IPv6 Laboratory to the Member States at no cost.

3. To send a note expressing appreciation to LACNIC and ISOC for the innovative possibility of providing virtual sessions/virtual clinics at no cost to CITELE.
4. To provide support to the Coordination Center for the Development of Human Resources as required.
5. To disseminate these courses as widely as possible.

ANNEX TO RESOLUTION COM/CITEL RES. 240 (XXV-11)

COURSE	CENTER	NUMBER OF SCHOLARSHIPS
Course online on information security: strategic Management of organizations (Spanish)	Advanced Technology Training Center (CCAT)	8 (CITEL)
Course online on Internet governance. processes, subjects and institutions (Spanish)	Advanced Technology Training Center (CCAT)	8 (CITEL)
Course online on advanced telecommunication networks (Spanish)	Buenos Aires Institute of Technology (ITBA)	8 (CITEL)
Course on-site on IP telephony. (Spanish)	Center for Technological Innovation-School of Engineering of the National University of Asunción, Paraguay (CITEC-FIUNA)	1 (CITEL)
Course online on introduction to LTE (Spanish)	International Telecommunication Union (ITU)	8 (CITEL)
Course online on spectrum Management using last generation Tools (Spanish)	International Telecommunication Union (ITU)	8 (CITEL)
Course online on digital terrestrial television TVD-T) (Spanish)	International Telecommunication Union (ITU)	8 (CITEL)
Course online on broadband and digital cities (Spanish)	International Telecommunication Union (ITU)	8 (CITEL)
Virtual Sessions and virtual clinic on advanced routing (Spanish/English)	Internet Society (ISOC)	According to the number of requests received (no cost)
Virtual Sessions and virtual clinic on security in routing and certification on Internet resources (Spanish/English)	Latin American and Caribbean Internet Addresses Registry (LACNIC)	According to the number of requests received (no cost)
Virtual Sessions and virtual clinic on IPv6 for small ISPs (Spanish/English)	Latin American and Caribbean Internet Addresses Registry (LACNIC)/ Internet Society (ISOC)	According to the number of requests received (no cost)
Course online on 4th generation network technologies (Spanish)	National Telecommunication Research and Training Institute of Peru (INICTEL-UNI)	8 (CITEL)
Course on-site on Mini MBA in telecommunications (English)	NEOTELIS (Canadá)	1 (Professional Development Scholarships Program)
Course on-site on Telecommunication Regulation Essentials (English)	NEOTELIS (Canadá)	1 (Professional Development Scholarships Program)
Course online on Characteristics for the implementation of fiber to the home (FTTH) networks (Spanish)	School of Engineering and Technologies of the Catholic University of Uruguay	8 (CITEL)

COURSE	CENTER	NUMBER OF SCHOLARSHIPS
Course on-site on Emergency communications (English)	United States Telecommunications Training Institute (USTTI)	5 (Professional Development Scholarships Program)
Course on-site on Radio Frequency Spectrum Management (English)	United States Telecommunications Training Institute (USTTI)	5 (Professional Development Scholarships Program)
Course on-site on Regulatory and Privatization Issues in Telecommunications (English)	United States Telecommunications Training Institute (USTTI)	4 (Professional Development Scholarships Program)
Course on-site on Satellite Communications (English)	United States Telecommunications Training Institute (USTTI)	1 (CITEL)

COM/CITEL RES. 241 (XXV-11).⁶

REGIONAL BROADBAND FORUM IN SUPPORT TO THE ORGANIZATION OF THE CONNECT AMERICAS SUMMIT

The XXV Meeting of the Permanent Executive Committee of CITEL, COM/CITEL,

CONSIDERING:

- a) That the Connect Americas Summit will be held from July 17 to 19, 2012, in Panama City, Panama. It is one of five regional Summits organized by the International Telecommunication Union (ITU) as part of the Connect the World initiative;
- b) That the objective of that initiative is to mobilize human, financial, and technical resources to implement the outcomes of the two phases of the World Summit on the Information Society (WSIS) and regional initiatives adopted by the Member States at the 2010 World Telecommunication Development Conference (WTDC);
- c) That one of the regional initiatives for the Americas agreed in the Hyderabad Action Plan is broadband access in urban and rural areas; and
- d) That the Strategic Plan of CITEL for 2010-2014 establishes among its strategic goals to promote and coordinate activities, initiatives, projects, and programs of interest to the region related to the development of telecommunications/ICTs; and to step up cooperation and coordination with the International Telecommunication Union (ITU) and other organizations in order to optimize the use of scarce human and financial resources,

BEARING IN MIND:

That the Meeting of Organizations and/or Agencies to Promote Telecommunications/ICT Development, held in the framework of the XIX Meeting of Permanent Consultative Committee I: Telecommunications/ICT, identified possible strategic partners in the area of connectivity and access for the implementation of the important regional initiative,

RESOLVES:

⁶ COM/CITEL/doc.1461/11 rev.2

1. To hold a Broadband Forum on April, 2012, in Mexico City, Mexico in order to develop a regional assessment of the needs of the region in the area of connectivity and access, with the aim of better results of the Connect Americas 2012.
2. To establish an Ad Hoc Group to prepare the Broadband Forum, with participation by representatives of the four subregions of the Americas: North America, Central America, South America, and the Caribbean.

INSTRUCTS:

1. The Executive Secretary:
 - a. To provide the support necessary for the holding of the Forum and its preparations.
 - b. To send a circular letter to Member states in order to identify, as soon as possible, the focal points of each sub-region that will compose the Ad Hoc Group to prepare the Broadband Forum.
2. The Ad Hoc Group, in coordination with the Secretariat and the host country, based on the actions and objectives set forth in the description of the proposal, to carry out the preparations for the Forum.

COM/CITEL RES. 242 (XXV-11)⁷

CONTRIBUTION BY CITEL TO THE SIXTH SUMMIT OF THE AMERICAS

The XXV Meeting of the Permanent Executive Committee of CITEL, COM/CITEL,

CONSIDERING:

- a) That on April 14 and 15, 2012, the 34 Heads of State and Government of the Americas will meet in Cartagena, Colombia for the Sixth Summit of the Americas, whose theme will be “Connecting the Americas: Partners for Prosperity”;
- b) That the Sixth Summit of the Americas will focus on the role of physical integration and regional cooperation as a means to overcome the Hemisphere’s challenges and to achieve greater levels of development through consideration of the sub-themes: poverty and inequity, citizen security, natural disasters, and access to technology; and
- c) That the Inter-American Telecommunication Commission (CITEL) has addressed in a cross-cutting manner the sub-themes to be considered at the Sixth Summit of the Americas and that it is important for discussions of these issues to reflect clearly the importance of telecommunications and information technologies,

⁷ COM/CITEL/doc.1451/11 rev.2

BEARING IN MIND:

- a) That in the Declaration of Mexico, the Representatives of the telecommunication administrations of the Organization of American States (OAS), at the Fifth Regular Meeting of the Assembly of CITEL, agreed to continue fulfilling the telecommunication-related commitments assumed at the Summits of the Americas, and to promote and disseminate the implementation of the recommendations and guidelines of CITEL; and
- b) That objective 3 of the Strategic Plan of CITEL establishes the mandate [t]o identify and recommend options to address problems of the existing digital divide among and within the Member States, in keeping with the mandates of the Summits of the Americas,

RESOLVES:

1. To invite the Member States of CITEL to forward to their National Coordinator of the Sixth Summit of the Americas the following documents arising from different meetings of CITEL, in order to reflect the positive impact of telecommunications and information and communication technologies on poverty and inequity, citizen security, natural disasters, and access to technology:

The Declaration of Mexico of the Fifth Meeting of the Assembly of CITEL

Resolution PCC.I/RES.152 (XIV-09), "Support for the Project on Creation of the "Telehealth Network of the Americas"

Recommendation PCC.I/REC.6 (XVI-10), "Adoption of Measures to Establish Procedures for Installing Minimum Communication Equipment at Times of Natural Disasters"

Decision PCC.I/DEC. 112 (XVII-10), "Design and Implementation of a Capacity Building Program for Indigenous Peoples Related to Telecommunications/ICT"

Resolution PCC.I/RES.189 (XIX-11), "Regional Measures to Combat the Theft of Mobile Terminal Devices"

Resolution PCC.I/RES.194 (XIX-11), "Gender Issue in the Americas Region"

Resolution PCC.I/RES.196 (XIX-11), "Creation of a Regional Child Help Online Website"

Document CCP.I-TIC/doc. 2447/11, "Report Seminar on "The Use of Telecommunications for Disaster Prevention and Mitigation, August 29, 2011, Mar del Plata, Argentina"

Document CCP.I-TIC/doc. 2477/11 rev.1, "Meeting of Organizations and/or Agencies to Promote Telecommunications/ICT Development: Final Report"

2. To invite the Member States of CITEL to provide technical and technological assistance to their National Coordinator for the Sixth Summit of the Americas in the preparatory process being carried out through the meetings of the Summit Implementation Review Group (SIRG).

COM/CITEL RES. 243 (XXV-11)⁸

APPROVAL OF THE PLAN OF OPERATIONS FOR 2012

The XXV Meeting of the Permanent Executive Committee of CITEL, COM/CITEL,

CONSIDERING:

- a) The budget program and the draft schedule of meetings prepared by COM/CITEL's Committee for Preparing the Operations Plan, and
- b) The information on the status of associate members submitted by the Secretariat of CITEL,

RESOLVES:

1. To approve the Schedule of Meetings for 2012 contained in Annex 1 to this Resolution.
2. To approve the draft program-budget for 2012 attached hereto as Annex 2.
3. To instruct the Executive Secretary of CITEL to report to COM/CITEL any changed circumstances affecting the approved 2011 budget.

ANNEX 1 TO RESOLUTION COM/CITEL RES. 243 (XXV-11)

CALENDAR OF CITEL - YEAR 2012

Meeting	Date	Place
Radiocommunication Assembly 2012 (RA-12)	16-20 January 2012	Geneva, Switzerland
World Radiocommunication Conference	23 January – 17 February 2012	Geneva, Switzerland
Meetings of the Working Group to prepare WRC-12	22 January – 17 February 2012	Geneva, Switzerland
First Session of the Conference Preparatory Meeting for WRC-15	20-21 February 2012	Geneva, Switzerland
Council Working Group to Prepare for the 2012 WCIT (CWG-WCIT12)	27-29 February 2012	Geneva, Switzerland

⁸ COM/CITEL/doc.1466/11

Meeting	Date	Place
Regional Broadband Forum in preparation for the Connect Americas Summit	April 2012	Mexico
Council Working Group to Prepare for the 2012 WCIT (CWG-WCIT12)	23-25 April 2012	Geneva, Switzerland
ITU WTSA/WCIT Preparatory meeting	14-15 May 2012	Argentina
Seminar on regional approaches to mobile-to-mobile termination rates (MTR-MTM)	16 May 2012	Argentina
XX PCC.I	16 – 19 May 2012	Argentina
Council Working Group to Prepare for the 2012 WCIT (CWG-WCIT12)	20-21 June 2012	Geneva, Switzerland
XVII Steering Committee (STE)	July 2012	Video-Conference or over the Internet
XXIX Working Group to Prepare for the Meetings of the Council of the ITU	4-13 July 2012	Geneva, Switzerland
2012 Session of Council	4-13 July 2012	Geneva, Switzerland
Connect the Americas	17-19 July 2012	Panama city, Panama
XIX PCC.II	23-27 July 2012	[TBD]
Seminar on the results of WRC-12 and future satellite-related matters	24 July 2012	[TBD]
Seminar on the internet standards framework	10 September 2012	El Salvador
XXI PCC.I	11-14 September 2012	El Salvador
XX PCC.II	15-19 October 2012	TBD
XXVI COM/CITEL	12-13 November 2012	TBD
Meetings of the Rapporteurship to prepare WTSA/WCIT	19 November-14 December 2012	Dubai , United Arab Emirates
XXX Working Group to Prepare for the Meetings of the Council of the ITU	12-13 November 2012	TBD

Meeting	Date	Place
Global Standards Symposium	19 November 2012	Dubai , United Arab Emirates
World Telecommunication Standardization Assembly (WTSA-12)	20-29 November 2012	Dubai , United Arab Emirates
World Conference on International Telecommunications (WCIT 12)	3-14 December 2012	Dubai , United Arab Emirates

ITU's Meetings

ANNEX 2 TO RESOLUTION COM/CITEL RES. 243 (XXV-11)

CITEL DRAFT BUDGET FOR 2012

(In US\$)

	REGULAR FUND	SPECIFIC FUNDS			TOTAL
	OAS RF	SF PCC.I	SF PCC.II	VC	
<u>INCOME</u>					
OAS Regular Fund (Personnel)	441,600				441,600
OAS Regular Fund (Non-personnel)	181,000				181,000
Specific Funds Balance PCC.I - January 1, 2012		4,110			4,110
Specific Funds Income of the PCC.I		115,500			115,500
Specific Funds Balance PCC.II - January 1, 2012			56,463		56,463
Specific Funds Income of the PCC.II			187,500		187,500
Voluntary Contributions				11,000	11,000
TOTAL INCOME	622,600	119,610	243,963	11,000	997,173
<u>EXPENDITURES</u>					
<u>CITEL Secretariat</u>					
Staff Salaries : US\$640,600 (5 permanent posts)					
Salaries for 3 Paid by the Regular	441,600				441,600

Staff Salary (50% for 2)	Fund [Contrb. SF PCC.I (US\$)]		99,500			99,500
Staff Salary (50% for 2)	[Contrb. SF PCC.II (US\$)]			99,500		99,500
Administrative Expenditures		60,000				60,000
Total Secretariat's Expenditures		501,600	99,500	99,500		700,600
<u>CITEL Meetings</u>						
XX PCC.I Meeting (ARGENTINA)		30,000	10,055			40,055
XXI PCC.I Meeting (EL SALVADOR)		30,000	10,055			40,055
XIX PCC.II Meeting (TBD)		5,000		67,232		72,232
XX Meeting PCC.II (TBD)		5,000		67,231		72,231
XXVI COM/CITEL Meeting (TBD)		15,000				15,000
Total Meeting Expenditures		85,000	20,110	134,463		239,573
<u>Other expenditures</u>						
CITEL Secretariat travel expenses - ITU RA/WRC-12				10,000		10,000
Interpretation at ITU RA/WRC-12		11,000			11,000	22,000
CITEL Secretariat travel expenses - ITU WTSA/WCIT-12						
Interpretation at ITU WTSA/WCIT-12		16,000				16,000
Interpretation at ITU Council 2012						
Scholarships		9,000				9,000
New CITEL Web Portal		0				0
Total - Other expenditures		36,000		10,000	11,000	57,000
TOTAL EXPENDITURES		622,600	119,610	243,963	11,000	997,173
INCOME - EXPENDITURES		0	0	0	0	0

Projection of Administrative Expenses for 2012 (US\$)

Budget		60,000	
Expenses			
	Documents		1,900
	Equipments		2,000
	Supplies		1,400
	Postage		300
	Phone, Fax		1,500
	Mant. Server		4,500
	LAN-Internet		4,400
	LAN-Printer		500
	Translation Costs (*)		26,300
	Courier/S&H charges		600
	AD&D Insurance		300
	Webex		600
	ESX Host (New Web Portal)		13,700
	VPN		2,000
	Other		-
		Total	<u>60,000</u>

(*)

Annual Report	4,500
Secretariat	21,800
	<u>26,300</u>

PCC-I

PCC-I DRAFT BUDGET - 2012

(US\$)

	REGULAR FUND	SPECIFIC FUNDS		TOTAL
	OAS RF	SF PCC.I	VC	
<u>INCOME</u>				
OAS Regular Fund (Non-personnel)	76,000			76,000
Balance PCC.I Specific Fund - 1 January 2012		4,110		4,110
Income - PCC.I Specific Fund		115,500		115,500
Voluntary contributions				
TOTAL INCOME	76,000	119,610		195,610
<u>EXPENDITURES</u>				
CITEL Secretariat Staff salaries : US\$				
Staff [Contrb. SF PCC.I (US\$)] Salaries (50% for 2)		99,500		99,500
Total Secretariat expenses	0	99,500		99,500
CITEL Meetings				
XX PCC.I Meeting (Argentina)	30,000	10,055		40,055
XXI PCC.I Meeting (El Salvador)	30,000	10,055		40,055
Total meeting costs	60,000	20,110		80,110
Other expenditures				
CITEL Secretariat travel expenses - ITU WTSA/WCIT-12 Interpretation at ITU WTSA/WCIT-12	16,000			16,000

Total other expenses	16,000			16,000
TOTAL EXPENDITURES	76,000	119,610		195,610
INCOME - EXPENDITURES =	0	0		0

PCC-II

PCC-II DRAFT BUDGET - 2012

(US\$)

	REGULAR FUND	SPECIFIC FUND		TOTAL
	OAS RF	SF PCC.II	VC	
<u>INCOME</u>				
OAS Regular Fund (Non-personnel)	21,000			21,000
Balance PCC.II Specific Fund - 1 January 2012		56,463		56,463
Income - PCC.II Specific Fund		187,500		187,500
Voluntary contributions			11,000	11,000
TOTAL INCOME	21,000	243,963	11,000	275,963
<u>EXPENDITURES</u>				
CITEL Secretariat Staff Salaries: US\$				
Staff Salary (50% for 2) [Contrb. SF PCC.II (US\$)]		99,500		99,500
Total Secretariat expenses	0	99,500	0	99,500
CITEL Meetings				
XIX PCC.II Meeting (TBD)	5,000	67,232		72,232
XX PCC.II Meeting (TBD)	5,000	67,231		72,231

	Total meeting costs	10,000	134,463	144,463
Other expenditures				
CITEL Secretariat travel expenses - ITU RA/WRC-12			10,000	10,000
Interpretation at ITU RA/WRC-12	11,000		11,000	22,000
	Total other expenses	11,000	10,000	11,000
	TOTAL EXPENDITURES	21,000	243,963	11,000
	INCOME - EXPENDITURES =	0	0	0

COM/CITEL RES. 244 (XXV-11)⁹

DRAFT AGENDA, SITE AND DATE OF THE XXVI MEETING OF COM/CITEL

The XXV Meeting of the Permanent Executive Committee of CITEL, COM/CITEL,

RESOLVES:

1. To hold the XXVI Meeting of COM/CITEL on November 12 and 13, 2012 in Washington, D.C.
2. To approve the draft agenda for the XXVI Meeting of COM/CITEL annexed hereto.

ANNEX TO RESOLUTION COM/CITEL RES. 244 (XXV-11)

DRAFT AGENDA

- 1 Adoption of agenda and schedule.
- 2 Establishment of meeting committees:
 - 2.1 Committee for Drafting the Final Report.
 - 2.2 Committee for Preparing the Operations Plan.

⁹ COM/CITEL/doc.1453/11

- 3 Report by the Chair of COM/CITEL.
- 4 Reports from the Chairs of the Permanent Consultative Committees.
- 5 Reports from the COM/CITEL Working Groups
 - 5.1 Coordination Center for the Development of Human Resources
 - 5.2 Working Group on the Strategic Plan of CITEL
 - 5.3. Working Group to Prepare for the Meetings of the ITU Council
 - 5.4 Conference Preparatory Working Group to Address Regional Preparations for World Conferences and Meetings.
- 6 Approval of the annual report on the activities of CITEL.
- 7 Reports on the Sixth Summit of the Americas
- 8 2012 CITEL financial report
- 9 Approval of the 2013 Operations Plan (activities, budget, and meeting scheduling for 2013).
- 10 Joint CITEL/ITU activities in the region.
- 11 Proposed amendments of the CITEL Statute and Regulations.
- 12 Study of OAS General Assembly resolutions affecting CITEL.
- 13 Report on the situation of CITEL's cooperation agreements.
- 14 Report of the Steering Committee.
- 15 Date, agenda, and venue of the next meeting.
- 16 Other business.
17. Adoption of the Final Report.

IV. DECISIONS

COM/CITEL DEC. 77 (XXV-11)¹⁰

RAPPORTEUR MEETINGS

The XXV Meeting of the Permanent Executive Committee of CITEL (COM/CITEL),

DECIDES:

To request the Chairman of COM/CITEL to invite the PCCs to consider the development of procedures which provide processes for Rapporteurs' meetings which include:

- advance notification of meetings, specifically that:
 - normal and interim Rapporteur meetings should be approved in advance at a committee meeting;
 - extraordinary Rapporteur Meetings should be scheduled such that notifications can be issued at least 3 months in advance of these meetings;
- methods of reporting progress;
- a requirement to allow for open participation.

The reasons follow below:

- a) That Article 2 of the Regulations of the Inter-American Telecommunication Commission makes provision for the CITEL Assembly, the Permanent Executive Committee (COM/CITEL), and the Permanent Consultative Committees each which may include the use of Rapporteurs;
- b) That Article 38 indicates that no plenary, committee, subcommittee, ad hoc group, or working group session shall be held unless the place and time have been announced to participants sufficiently in advance to permit them to attend;
- c) That Article 71 indicates that at each installation session, COM/CITEL shall prepare its work program for the intervening period until its next meeting, and shall set the date and place for its meetings. Further that COM/CITEL may establish technical committees, subcommittees, working groups and Ad Hoc Groups, joint working groups and Rapporteurs to perform its functions;
- d) That Article 83 indicates that each PCC may establish working groups and Ad Hoc Groups in accordance with Article 96;
- e) That Article 96 provides Working Procedures governing the activities of the PCCs including Ad Hoc Groups and that both the CITEL Assembly and COM/CITEL may apply the Article 96 procedures or any part thereof in establishing their Working Groups or Ad Hoc Groups;
- f) The Regulations of the Inter-American Telecommunication Commission (CITEL) are silent with regards to Rapporteur meetings;

¹⁰ COM/CITEL/doc.1435/11

- g) Article 38 does not provide guidance with respect to what is meant by the words “sufficiently in advance to permit them to attend” in the context of Rapporteur Meetings;
- h) That Rapporteur Meetings are implicitly similar to Working Group and Ad Hoc meetings in regards to a need to provide advance notification of meetings, to report progress, to allow for open participation, and probably with respect to other related processes;
- i) That formal standardized guidance is currently not available to Rapporteurs;
- j) That a period of at least 3 months is required for Rapporteur Meeting participants to obtain travel funding and approval.

COM/CITEL DEC. 78 (XXV-11) ¹¹

UPDATE OF THE STRATEGIC PLAN

The XXV Meeting of the Permanent Executive Committee of CITEL, COM/CITEL,

DECIDES:

To instruct the CITEL Secretariat:

1. To request the Chair of the Permanent Executive Committee (COM/CITEL), the Chair of Permanent Consultative Committee I: Telecommunications / ICT (PCC.I), and the Chair of Permanent Consultative Committee II: Radiocommunications including Broadcasting (PCC.II), a report with details about the activities that have been completed and/or are in the process of being implemented, aimed at achieving the specific objectives set forth in the Strategic Plan of CITEL, setting the last week of March 2012 as the deadline for sending the information.
2. To entrust this information to the Chair of the Working Group on the Strategic Plan of CITEL so that the corresponding report can be drawn up pursuant to the Working Group’s mandate.

¹¹ COM/CITEL/doc.1465/11

COM/CITEL/DEC.79 (XXV-11)¹²

CONNECT AMERICAS SUMMIT

The XXV Meeting of the Permanent Executive Committee of CITEL, COM/CITEL,

DECIDES:

1. To instruct the Secretariat of CITEL to collaborate closely with the ITU Regional Office in organizing the Connect Americas Summit, to be held from July 17 to 19, 2012, in Panama City, Republic of Panama, in order to serve as a point of contact with the countries of the Region.
2. To request the Chair of the Working Group on Development of Permanent Consultative Committee I: Telecommunications/ICT and the co-Chair for development matters Conference Preparatory Working Group to address Regional Preparations for World Conferences and Meetings to work closely with the Secretariat of CITEL in the preparations for the Connect Americas Summit.

COM/CITEL DEC. 80 (XXV-11)¹³

FORWARDING THE ANNUAL REPORT OF CITEL TO THE OAS GENERAL ASSEMBLY

The XXV Meeting of the Permanent Executive Committee of CITEL (COM/CITEL),

DECIDES:

1. To forward the attached draft resolution to the OAS General Assembly at its regular session of 2012.
2. To attach this draft resolution to the Annual Report for 2011 to be presented by CITEL to the OAS General Assembly.
3. To instruct the Executive Secretary of CITEL to take the steps necessary to implement the mandate contained in this decision.

ANNEX TO DECISION COM/CITEL/DEC. 80 (XXV-11)

**DRAFT RESOLUTION
AG/RES. YYY (XLII-O/12)**

**UTILIZING TELECOMMUNICATIONS/INFORMATION AND COMMUNICATION TECHNOLOGIES
TO CREATE AN INFORMATION SOCIETY PROMOTING INTEGRAL DEVELOPMENT**

THE GENERAL ASSEMBLY,

¹² COM/CITEL/doc.1465/11

¹³ COM/CITEL/doc.1472/11 cor.1

CONSIDERING:

- a) That the telecommunication and information and communication technologies (ICT) environment has undergone major change as a result of rapid technological progress, market globalization, and the convergence of telecommunication, information, broadcasting, and IT services and technologies; and
- b) That ICT and their applications are essential to political, economic, social, and cultural development and are also an essential factor in poverty reduction, job creation, environmental protection, and natural disaster prevention and mitigation,

MINDFUL that CITELE continues to occupy an ideal position as the only regional forum for information exchange, coordination, debate, and harmonization of national, regional, and international telecommunication/ICT strategies and policies, and for information exchange on international telecommunication/ICT with a view to achieving access to telecommunications/ICT; and

REAFFIRMING the nature, objectives, and functions of CITELE, whose mission is “to facilitate and promote the integral and sustainable development of telecommunications/ICTs in the Americas based on the principles of universality, solidarity, transparency, equity, reciprocity, nondiscrimination, technological neutrality, and resource optimization, taking account of the environment and sustainable human development to benefit society in every country of the region”,

RESOLVES:

1. To urge the Member States to promote and encourage the existence of appropriate telecommunications/ICT that contribute to sustainable development in the region, with special interest in underserved areas, sharing experiences and initiatives on telecommunications/ICT through seminars, workshops, and other hemispheric forums to encourage the dissemination of best practices and avoid duplication of effort.
2. To instruct CITELE to remain a forum for dialogue, coordination, and cooperation in the telecommunication area in the Hemisphere and to maintain a high level in providing technical assistance and capacity-building in the Member States, as appropriate and in accordance with the Plan of Operations for 2012, which includes activities in the following areas: preparation of inter-American proposals for the World Radiocommunication Conference, the World Telecommunication Standardization Assembly, and the World Conference on International Telecommunications of the International Telecommunication Union; promotion and development of and debate on new services and technologies; and coordination, planning, and consensus-building among the Member States with regard to tariff and economic matters and harmonization of radio spectrum use, taking special account of the need to prevent and avoid harmful interference, and of protection against the electromagnetic non-ionizing emissions.
3. To encourage the promotion of nondiscriminatory access to telecommunication/ICT media, services, and applications, including applied research with a view to meeting the demand for modern telecommunication/ICT services and applications.
4. To instruct the General Secretariat of the OAS to continue to provide the Secretariat of CITELE, within the resources allocated in the program-budget of the Organization of American States (OAS) and other resources, human and financial resources, as well as the support necessary to ensure continuity in the implementation of its mandates.

5. To instruct CITELE to continue conducting, organizing, or sponsoring the studies necessary to highlight the contribution of ICTs and their applications in integral development.

COM/CITEL RES. 81 (XXV-11)¹⁴

FINANCIAL SUPPORT FOR CITEL WEB PORTAL

The XXV Meeting of the Permanent Executive Committee of CITELE, COM/CITEL,

DECIDES:

To instruct the CITELE Secretariat:

- a. To seek sponsors for the amount of funds necessary to complete the CITELE Web Portal that has been proposed by the Secretariat at the XXV meeting of the Permanent Executive Committee (COM/CITEL).
- b. To encourage the Permanent Consultative Committees (PCC) Associate Members to contribute to this sponsorship.

COM/CITEL DEC. 82 (XXV-11)¹⁵

FRAMEWORK AGREEMENT TO PROMOTE COOPERATION AMONG THE MEMBER STATES OF CITELE IN THE AREA OF MEASURES TO COMBAT THE THEFT OF MOBILE TERMINAL DEVICES

The XXV Meeting of the Permanent Executive Committee of CITELE, COM/CITEL,

DECIDES:

1. To request the Chair of Permanent Consultative Committee I: Telecommunications/ICT (PCC.I) to evaluate the possibility of preparing a framework agreement to promote cooperation among the Member States of CITELE in the area of measures to combat the theft of mobile terminal devices, so that interested Administrations may use it as reference in concluding agreements among themselves.
2. To invite the Associate Members of CITELE to collaborate in the work of PCC.I in connection with the implementation of Resolution PCC.I/RES.189 (XIX-11) “Regional Measures to Combat the Theft of Mobile Terminal Devices”.

V. LIST OF BASIC DOCUMENTS

¹⁴ COM/CITEL/doc.1467/11

¹⁵ COM/CITEL/doc.1472/11 cor.1

Summary Minutes of the Inaugural Session and the
First Plenary Session:
Summary Minutes of the Second Plenary Session:
List of Documents:
List of Participants:
Final Report for the Meeting

COM/CITEL/doc. 1469/11
COM/CITEL/doc. 1474/11 rev.1
COM/CITEL/doc. 1429/11 rev.2
COM/CITEL/doc. 1430/11 rev.1
COM/CITEL/doc. 1475/11 rev.1