ORGANIZACION DE LOS ESTADOS AMERICANOS
ORGANIZATION OF AMERICAN STATES

Comisión Interamericana de Telecomunicaciones
Inter-American Telecommunication Commission

XXIX MEETING OF THE PERMANENT
EXECUTIVE COMMITTEE OF CITEL (COM/CITEL)
December 2& 3, 2014
Bavaro, Dominican Republic

OEA/Ser.L/XVII.5
COM/CITEL/doc. 1652/14
10 December 2014
Original: Spanish

FINAL REPORT

(Item on the Agenda: 16)

(Document submitted by the Drafting Group)

Table of Contents

FINAL REPORT

**XXIX MEETING OF THE PERMANENT EXECUTIVE COMMITTEE OF CITEL
(COM/CITEL)**

The XXIX Meeting of the Permanent Executive Committee of CITEL (COM/CITEL) was held in Santo Domingo, Dominican Republic, December 2 and 3, 2014.

I.   AGENDA[1]

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   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.   Reports from the Groups created by the VI Assembly of CITEL:

    6.1   Working Group to consider reforms to the Statute and Regulation of CITEL to include virtual attendance and increase participation at the meetings of CITEL.

    6.2   Ad Hoc Group to develop a list of attributes to be used in the process of selecting the Executive Secretary of CITEL.

7.   Approval of the annual report on the activities of CITEL

8.   2014 CITEL financial report

9.   Approval of the 2015 Operations Plan (activities, budget, and meeting scheduling for 2014).

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.   Date, agenda, and venue of the next meeting.

15.   Other business.

16.   Adoption of the Final Report.

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[1] COM/CITEL/doc.1601/14 cor.2

II.   AUTHORITIES OF THE MEETING

Chair: Mr. Gedeón Santos (Dominican Republic)
Vice-Chair: Mr. Héctor Carril (Argentina)

Executive Secretary: Mr. Clovis Baptista (OAS)

Drafting Group:
Chair: Mr. Rafael Sánchez (Dominican Republic)
Delegates: Ms. Lydia Rodríguez (Dominican Republic)
                                    Mr. Jonathan V. Silverling, (United States of America)

III.   RESOLUTIONS

CITEL RES. 256 (XXIX-14) [2]

ADOPTION OF THE PROFILE, SELECTION CRITERIA, AND PROCESS FOR SELECTING THE EXECUTIVE SECRETARY OF CITEL

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

CONSIDERING:

a)   That Article 26 of the Statute of the Inter-American Telecommunication Commission (CITEL) stipulates that "COM/CITEL shall propose to the Secretary General a short-list of three candidates for the position of Executive Secretary of CITEL";

b)   That the current Executive Secretary of CITEL, Mr. Clovis Baptista, has made it known that he will reach the OAS mandatory retirement age in 2015;

c)   That the technical nature of CITEL calls for familiarity with the organization on the part of the Executive Secretary;

d)   That this position is of crucial importance to the success of CITEL;

e)   That there is desire for a transparent and participatory selection process; and

f)   That Article 17 of the Statute of the CITEL establishes the role of the Permanent Executive Committee of CITEL (COM/CITEL) in defining the profile and selection criteria, and in nominating a candidate for the position of Executive Secretary of CITEL in the General Secretariat of the Organization of American States (OAS),

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[2] COM/CITEL/doc.1604/14 rev.6 cor.1

RESOLVES:

To request the Executive Secretary of CITEL to forward to the Member States, on December 10, 2014, the "Invitation to Present Candidacies" for the position of Executive Secretary of CITEL, including the Proposed Profile and Selection Criteria for the position of Executive Secretary of CITEL and taking into consideration the elements identified in Annex I hereto.

Proposed Profile and Selection Criteria for the Position of Executive Secretary of CITEL

1.   Individual of recognized leadership and with technical expertise regarding the role of telecommunications / ICTs for the region's future, with knowledge of international affairs, multicultural environments, resource management, and program execution.

(a) Essential:
- Managerial experience and strong organizational skills.
- Knowledge of results-based management and administration and results-based budgeting
- Ability to negotiate and strong communications skills
- Ability to as part of a team and under pressure
- Ability to plan and execute projects.
- Knowledge of and participation in CITEL and ITU, and knowledge of other telecommunications/ICT organizations.
- Fulfillment of the requirements established for the P-5 grade defined in the OAS recruitment matrix.

(b) Desirable:
- Public communication skills through the use of websites and social networks (blogs, tweets, etc.)
- Experience of preparing and managing working documents of the organization
- Experience in technical and regulatory matters
- Ability to work using online digital media
- Previously held a leadership position in CITEL or another intergovernmental telecommunication/ICT organization.

2.   Languages:
    (a) Essential: Fluency in Spanish and English (read, write, and communicate).
    (b) Desirable: Fluency in French and/or Portuguese.

Selection Process

1. Development of the profile and selection criteria
    a. Date: December 3, 2014
    b. Party responsible: COM/CITEL
2. Publication and dissemination to all Member States of the announcement of the proposed process for receipt of candidacies for the position of Executive Secretary of CITEL and the position profile. See Annex I.
    a. Date: December 10, 2014
    b. Party responsible: Secretariat of CITEL
3. Forwarding of candidacies to the Secretariat of CITEL
    a. Note: One candidacy per Member State
    b. Deadline: February 19, 2015
    c. Party responsible: Member States of CITEL
4. Forwarding of the candidacies received by the Secretariat of CITEL to COM/CITEL members
    a. Date: February 23, 2015
    b. Party responsible: Secretariat of CITEL
5. Evaluation of the candidacies presented
    a. Date: from February 23 to March 17, 2015
    b. Party responsible: Member States of COM/CITEL
6. Meeting of COM/CITEL in Washington, D.C., attended by the candidates for the presentation of their candidacy
    a. Date: March 16, 2015
    b. Party responsible: COM/CITEL Member States
7. Attendance-based meeting of COM/CITEL to select the short-list of three candidates for Executive Secretary of CITEL
    a. Note: The selection will be made:
        i. By secret ballot;
        ii. By submitting one vote for up to two (2) candidacies;
        iii. A minimum of 5 votes is required for inclusion on the short list of three;
        iv. In the event that the first round of voting does not yield three candidates with the required minimum number of votes, a new voting round will be held, in which each member will have (1) vote per (1) candidate;
        v. An Election Board will be created, composed of one representative of each of the four sub-regions of the Americas;
        vi. The short list of three candidates provided to the Secretary General must include at least one woman, unless there are no qualified women candidates;
    b. Date: March 17, 2015
    c. Party responsible: COM/CITEL
8. Forwarding of the short list of three candidates to the OAS Secretary General
    a. Date: To be determined by resolution of COM/CITEL making official the short list of three candidates selected
    b. Responsible party: Chair of COM/CITEL
9. *Date of election of the OAS Secretary General: March 18, 2015*
10. *Date of assumption of office by the new Secretary General of the OAS*
11. *Appointment by the OAS Secretary General of the new Executive Secretary of CITEL*

ANNEX 1 TO RESOLUTION COM/CITEL RES. 256 (XXIX-14)

Invitation to Present Candidacies that includes, among other things

Announcement date / Closing date / Place of presentation (CITEL or OAS offices), Title of post / Duration of contract and Type of appointment / Possibility of renewal
Secretariat/Department/Office (within the OAS structure)
Duty station
Duties and responsibilities
Qualifications / Education / Experience / Languages / Technical, administrative, and diplomatic skills
Supporting documentation / Documentation required by the OAS / Note from the nominating administration in support of the candidacy
Salary and benefits
Selection process dates / Start date / Presentation of candidacy
Selection methodology

In analyzing these items, we would have to consider:

Promote, in the Member States, the presentation of candidacies of women with the skills and qualities required for the position.

COM/CITEL RES. 257 (XXIX-14) [3]

ADOPTION OF THE OPERATIONS PLAN FOR 2015

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

CONSIDERING:

a)   The program-budget and draft calendar of meetings considered at the sessions of the Meeting of COM/CITEL; and

b)   The information on the situation of Associate Members presented by the Secretariat of CITEL,

RESOLVES:

1.   To adopt the calendar of meetings for 2015 contained in Annex 1 hereto.

2.   To approve the draft program-budget for 2015 attached hereto as Annex 2.

3.   To instruct the Executive Secretary of CITEL to inform the Member States of any change in the circumstances affecting the budget for 2015 approved.

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[3] COM/CITEL/doc. 1645/14 rev.1

ANNEX 1 TO RESOLUTION COM/CITEL RES. 257 (XXIX-14)

PRELIMINARY CALENDAR OF CITEL 2015

Meeting	Date	Venue
ITU Council Working Group on Child Online Protection	23 January 2015	Geneva, Switzerland
ITU Council Working Group on Languages	26 January 2015	Geneva, Switzerland
ITU Council Committee on the preparation of the 150th Anniversary Celebration	27 January 2015	Geneva, Switzerland
ITU Council Working Group on options for the Union's headquarters over the long term	28 January 2015	Geneva, Switzerland
ITU Council Working Group on WSIS: implementation of outcomes	29 to 30 January 2015	Geneva, Switzerland
ITU Council Working Group on international Internet-related Public Policy Issues	2 to 3 February 2015	Geneva, Switzerland
ITU Council Working Group on Financial and Human Resources	4 to 6 February 2015	Geneva, Switzerland
Seminar, "IMT towards 2020 and beyond"	25 February 2015 [TBC]	Medellin, Colombia
XXV Meeting of PCC.II	23 to 27 February 2015	Medellin, Colombia
XXX Meeting of COM/CITEL	16 – 17 March 2015	Washington DC, USA
Second Session Preparatory Meeting for the World Radiocommunication Conference	23 March to 2 April 2015	Geneva, Switzerland
Meeting of the Working Group to Prepare for the ITU Council Meetings	12 to 22 May 2015	Geneva, Switzerland
2012 Council Session	12 to 22 May 2015	Geneva, Switzerland
Joint Workshop with the International Telecommunication Union (ITU) On Emergency Telecommunications	25 May 2015	Cusco, Peru
XXVI Meeting of PCC.I	26 to 29 May 2015	Cusco, Peru

Meeting	Date	Venue
Seminar, "Methodologies for measuring user satisfaction indicators in telecommunication services"	27 May 2015 [TBC]	Cusco, Peru
Seminar "Security measures implemented by various countries when contracting prepaid mobile services"	28 May 2015 [TBC]	Cusco, Peru
XXVI Meeting of PCC.II	17 to 21 August 2015	Ottawa, Canada
XXVII Meeting of PCC.I	5 to 9 October 2015	[TBD]
Meeting of the Working Group to Prepare for WRC	26 to 30 October 2015	Geneva, Switzerland
Assembly of Radiocommunications	26 to 30 October 2015	Geneva, Switzerland
World Radiocommunication Conference	2 to 27 November 2015	Geneva, Switzerland
XXXI Meeting of COM/CITEL	7 to 8 December 2015	[TBD]

ITU Meetings

ANNEX 2 TO RESOLUTION COM/CITEL RES. 257 (XXIX-14)

CITEL DRAFT BUDGET FOR 2015					
(In US$)					
	REGULAR FUND	SPECIFIC FUNDS			TOTAL
	OAS RF	SF PCC.I	SF PCC.II	VC	
INCOME					
OAS Regular Fund (Personnel)	462,700				462,700
OAS Regular Fund (Non-personnel)	100,100				100,100
Specific Funds Balance PCC.I - January 1, 2015					
Specific Funds Income of the PCC.I		138,250			138,250
Specific Funds Balance PCC.II - January 1, 2015					
Specific Funds Income of the PCC.II			243,250		243,250
Voluntary Contributions (Interpretation during WRC-15) To be confirmed				15,000	15,000

TOTAL INCOME	**562,800**	**138,250**	**243,250**	**15,000**	**959,300**

EXPENDITURES

CITEL Secretariat

Staff Salaries : US$685,760

Salaries for 3 staff	[Paid from Regular fund]	462,700				462,700
Staff Salary (50% for 2)	[Contribution from SF PCC.I (US$)]		111,530			111,530
Staff Salary (50% for 2)	[Contribution from SF PCC.II (US$)]			111,530		111,530
Administrative Expenditures (see attached table)		68,000				68,000
Total Secretariat's Expenditures		**530,700**	**111,530**	**111,530**		**753,760**

CITEL Meetings

XXVI PCC.I Meeting		13,360			13,360
XXVII PCC.I Meeting		13,360			13,360
XXV PCC.II Meeting			59,560		59,560
XXVI Meeting PCC.II			59,560		59,560
XXX Meeting COM/CITEL	10,000				10,000
XXXI Meeting COM/CITEL	10,000				10,000
Total Meeting Expenditures	**20,000**	**26,720**	**119,120**		**165,840**

Other expenditures

Scholarships	7,600				7,600
Support of the Secretariat of CITEL during the WRC-15			12,600		12,600
Interpretation during the WRC-15	4,500			15,000	19,500
Total - Other expenditures	**12,100**		**12,600**	**15,000**	**39,700**
TOTAL EXPENDITURES	**562,800**	**138,250**	**243,250**	**15,000**	**959,300**
INCOME - EXPENDITURES	**0**	**0**	**0**	**0**	**0**

Projection of Administrative Expenses for 2015 (US$)			
Budget		67,980	
Expenses			
	Documents		1,800
	Equipment		3,800
	Supplies		2,100
	Postage		400
	Phone, Fax		800
	Server Maintenance		5,100
	LAN-Internet		4,300
	LAN-Printer		500
	Translation Costs (*)		31,500
	Courier/S&H charges		500
	AD&D Insurance		350
	Webex		1,200
	Software licenses (annual payment)		13,630
	VPN		2,000
	Other		-
	Total		**67,980**

(*)

Annual Report	4,500
Secretariat	27,500
	32,000

	REGULAR FUND	SPECIFIC FUNDS		TOTAL
PCC.I DRAFT BUDGET - 2015				
(US$)				
	OAS RF	**SF PCC.I**	**VC**	
INCOME				
OAS Regular Fund (Non-personnel)				
Balance PCC.I Specific Fund - 1 January 2015				
Income - PCC.I Specific Fund		138,250		138,250
Voluntary contributions				
TOTAL INCOME		**138,250**		**138,250**
EXPENDITURES				
CITEL Secretariat				
Staff salaries: US$				
Staff Salaries (50% for 2) Contribution SF PCC.I		111,530		111,530
Total Secretariat expenses		**111,530**		**111,530**
CITEL Meetings				
XXVI PCC.I Meeting		13,360		13,360
XXVII PCC.I Meeting		13,360		13,360
		26,720		**26,720**
Other expenditures				
Total other expenses		**0**		**0**
TOTAL EXPENDITURES		**138,250**		**138,250**
INCOME - EXPENDITURES =		**0**		**0**

(US$)

	REGULAR FUND	SPECIFIC FUND		TOTAL
	OAS RF	SF PCC.II	VC	
INCOME				
OAS Regular Fund (Non-personnel)				
Balance PCC.II Specific Fund - 1 January 2015				
Income - PCC.II Specific Fund		243,250		243,250
Voluntary contributions				
TOTAL INCOME		**243,250**		**243,250**
EXPENDITURES				
CITEL Secretariat				
Staff Salaries: US$				
Staff Salary (50% for 2)　　[Contrib. SF PCC.II]		111,530		111,530
Total Secretariat expenses		**111,530**		**111,530**
CITEL Meetings				
XXV PCC.II Meeting		59,560		59,560
XXVI PCC.II Meeting		59,560		59,560
Total meeting costs		**119,120**		**119,120**
Other expenditures				
Support of the Secretariat at WRC-15		12,600		12,600
Total other expenses		**12,600**		**12,600**
TOTAL EXPENDITURES		**243,250**		**243,250**
INCOME - EXPENDITURES =		**0**		**0**

COM/CITEL RES. 258 (XXIX-14) [4]

APPROVAL OF THE UNIVERSIDAD BLAS PASCAL AS A CITEL REGIONAL TRAINING CENTER

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

CONSIDERING:

a)   The request presented by the Administration of Argentina for the Universidad Blas Pascal to be recognized as a CITEL Regional Training Center;

b)   The procedure for an organization to be recognized by CITEL to operate as a Regional Training Center, contained in resolution COM/CITEL 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 Universidad Blas Pascal as a CITEL Regional Training Center.

INSTRUCTS THE SECRETARIAT OF CITEL:

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

COM/CITEL RES. 259 (XXIX-14)\ [5]

CITEL PROGRAM OF TELECOMMUNICATION COURSES FOR 2015

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

CONSIDERING:

a)   a) The report of the Coordination Center for the Development of Human Resources on the results of the 2014 CITEL training program;

b)   That it is essential to constantly update training for telecommunication/information and communication technology (ICT) personnel, taking into account the dynamic sector environment;

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[4] COM/CITEL/doc. 1644/14
[5] COM/CITEL/doc. 1630/14 rev.1 annex 7

c)   That the results of the survey on training needs for 2015 submitted by the Member States of CITEL, and the courses proposed by the CITEL Regional Training Centers and the Center of Excellence of the International Telecommunication Union (ITU), are already available;

d)   That the results of the OAS Professional Development Program Competition are still not available, and neither is the confirmation that it will be possible to have the 2015 budgetary allocation for the OAS Department of Human Development and Education,

CONSIDERING ALSO:

a)   The successful experience of previous years, in which CITEL associate members offered scholarships for highly technical courses at no cost to CITEL; and

b)   The growing demand for virtual sessions on current telecommunication/information and communication technology (ICT) issues that do not require a larger budgetary allocation from CITEL,

RECOGNIZING:

That effective training in telecommunications/ICTs is being delivered through CITEL's Regional Training Centers and the Center of Excellence of the International Telecommunication Union (ITU),

RESOLVES:

1.   To approve the initial program of CITEL courses for 2015, attached in the Annex to this resolution, taking into account priority training needs submitted by the Member States and the programs of the courses that were received.

2.   To empower Coordination so it can choose other courses that meet the training needs of the Member States; to schedule the dates of the courses and decide on the number of scholarships to be awarded in each case, up to the maximum budget for scholarships available to CITEL, and according to the needs and training priorities of the Administrations.

3.   To establish that, in the event the Department of Human Development and Education of the Organization of American States (OAS) issues an invitation to participate in the Competition for the 2016 Professional Development Scholarships Program, the Coordination Center would participate in those cases where the Institutes are interested in sharing the costs corresponding to the scholarships according to the conditions of the OAS.

4.   To authorize the Coordination, if possible, to reallocate the amounts of scholarships awarded in the event the evaluation materials and draft invitation are not ready at least four months in advance of the scheduled start of the course.

5.   To thank the Department of Human Development and Education of the OAS for the ongoing and excellent support provided in disseminating the course offerings of CITEL, highlighting the importance these telecommunications/information technology training programs have for the Member States, as well as their recognized contribution to sustainable development and poverty reduction, and to give the utmost priority to this Training.

6.   To establish the following conditions in which the courses will be offered, unless otherwise stated 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 corresponds to a 50% of the registration fee.
- That 10% of the total amount collected as registration fees from all online course participants imparted by OAS/CITEL will be deposited in a specific scholarship funds account that will be utilized as a reserve (seed) fund budget for the course program in coming years, and its use would be authorized through the Coordination Center for the Development of Human Resources.

7.   To establish a program of virtual sessions on updated topics related to telecommunication/information and communication technologies (ICTs).

8.   To request the Secretariat of CITEL to liaise with bodies that offer training in telecommunication/information and communication technologies (ICTs) with the objective of establishing training Cooperation Agreements allowing the needs of the region to be met.

9.   To urge the Administrations to submit candidates for the scholarships offered for the 2015 course program, as indicated in *resolves* 1, so as to not miss the opportunity being offered.

INSTRUCTS THE EXECUTIVE SECRETARY:

1.   To support the Coordination Center for the Development of Human Resources in anything they need.

2.   To perform the broadest dissemination possible about these courses.

ANNEX TO RESOLUTION COM/CITEL RES. 259 (XXIX-14)

INITIAL PROGRAM OF COURSES FOR 2015

COURSE	CENTER	NUMBER OF SCHOLARSHIPS
Onsite course on Communications in emergency situations (English)	United States Telecommunications Training Institute (USTTI)	(Professional Development Scholarship Program)
Onsite course on Satellite communications (English)	United States Telecommunications Training Institute (USTTI)	(Professional Development Scholarship Program)
Onsite course on telecommunications/ICT Policies and Regulations (English)	United States Telecommunications Training Institute (USTTI)	(Professional Development Scholarship Program)
Onsite course on the rule of law and best practices in the regulation of telecommunications (English	United States Telecommunications Training Institute (USTTI)	(Professional Development Scholarship Program)
Specialized onsite seminar on 'Regulation of New Generation Access Networks (NGA)' (English)	Cullen International S.A.	(Professional Development Scholarship Program)
Onsite Master Class on Telecommunications Regulation in the European Union (English)	Cullen International S.A.	(Professional Development Scholarship Program)

COURSE	CENTER	NUMBER OF SCHOLARSHIPS
Distance-learning course on radio-electric spectrum Management using latest generation tools (Spanish)	ITU Center of Excellence for the Americas Region	(Professional Development Scholarship Program)
Distance-learning course on Telecommunications for non-technical people (Spanish)	ITU Center of Excellence for the Americas Region	(Professional Development Scholarship Program)
Technology for Optical Access Networks and Next Generation Networks (Spanish)	ITU Center of Excellence for the Americas Region (National Telecommunication Research and Training Institute of Peru [INICTEL-UNI] National University of Engineering of Peru)	Maximum of 12 scholarships (OAS/CITEL)
Distance-learning course on Environmental Management of electromagnetic fields in telecommunications (Spanish)	(National Telecommunication Research and Training Institute of Peru [INICTEL-UNI] National University of Engineering of Peru)	(Professional Development Scholarship Program)
Distance-learning course on Data Security and ISO 27001 and 27002 standards (Spanish)	(National Telecommunication Research and Training Institute of Peru [INICTEL-UNI] National University of Engineering of Peru)	(Professional Development Scholarship Program)
Distance-learning course on Formulation of telecommunications projects (Spanish)	(National Telecommunication Research and Training Institute of Peru [INICTEL-UNI] National University of Engineering of Peru)	(Professional Development Scholarship Program)
Distance-learning course on NGN Networks (Spanish and English)	ANTEL	Maximum of 12 scholarships (OAS/CITEL)
Distance-learning course on mHealth: Introduction (Spanish and English)	ANTEL	Maximum of 12 scholarships (OAS/CITEL)
Distance-learning course on Cognitive Radio and Regulation: New challenges for Spectrum management (Spanish)	Icesi University	Maximum of 12 scholarships (OAS/CITEL)
Distance-learning course on Spectrum monitoring systems (Spanish)	Icesi University	Maximum of 12 scholarships (OAS/CITEL)
Distance-learning course Telecommunications Specialist (Spanish)	CCAT-LAT	Maximum of 12 scholarships (OAS/CITEL)
Distance-learning course on Advanced Telecommunications Networks (Spanish)	CCAT-LAT	Maximum of 12 scholarships (OAS/CITEL)

COURSE	CENTER	NUMBER OF SCHOLARSHIPS
Distance-learning course on Introduction to Business Continuity Management and Disaster Recovery systems (Spanish)	CCAT-LAT	Maximum of 12 scholarships (OAS/CITEL)
Distance-learning course Regulation of telecommunications and media	Universidad Blas Pascal	Maximum of 12 scholarships (OAS/CITEL)
Distance-learning course Advanced Android Programming	Universidad Blas Pascal	Maximum of 12 scholarships (OAS/CITEL)

COM/CITEL RES. 260 (XXIX-14) [6]

WORKING GROUP TO PREPARE FOR THE MEETINGS OF THE COUNCIL OF THE INTERNATIONAL TELECOMMUNICATION UNION (ITU)

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

HAVING SEEN:

a)   The Declaration of Santo Domingo, adopted at the VI Regular Meeting of the Assembly of CITEL (Santo Domingo, 2014), in which is reaffirmed the support to CITEL as the leading intergovernmental organization of the OAS in all matters relating to telecommunications/Information and Communication Technologies (ICT);

b)   That the strategic targets of the Strategic Plan of CITEL for 2014-2018 include promoting cooperation and coordination of activities, initiatives, projects, and programs with the International Telecommunication Union (ITU) and other international, regional, and subregional organizations and entities;

c)   The importance of the existence of an authority, in framework of COM/CITEL, to address and coordinate matters within the purview of the Council of the ITU,

RECALLING:

Resolution COM/CITEL RES. 73 (VII-98), by which is created the Working Group to Prepare for the Meetings of the Council of the International Telecommunication Union (ITU);

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[6] COM/CITEL/doc. 1613/14 rev.2

BEARING IN MIND:

a)`   The outcomes of CITEL's active participation in the ITU, in both the Plenipotentiary Conferences and the Assemblies and/or Conferences of the Sectors of Radiocommunications, Development, and Telecommunication Standardization, through the presentation of inter-American proposals (IAPs);

b)   The strategic advisability of having a Working Group to Prepare for the Meetings of the ITU Council, since in that forum are presented and discussed matters of vital importance to the proper operation and development of the organization that must subsequently be taken into account in achieving *Bearing in mind* a),

RESOLVES:

1.   To maintain the Working Group to Prepare for the Meetings of the ITU Council, open to all Member States of CITEL, to address matters and activities of the ITU Council.

2.   To designate the administration of Argentina as Chair and the administration of Brazil as Vice Chair.

3.   To establish the following mandate:

- To report to the Member States of CITEL on matters addressed by the Council of the ITU to identify those of genuine importance for the objectives and activities of CITEL and its Member States, including the decisions adopted by the Plenipotentiary Conference.

- To coordinate the strategy to be developed within the Council and its subordinate Groups and Working Parties, always taking into account the specific characteristics and concerns of the subregions.

- To establish defined processes for coordination prior to and during the sessions of the ITU Council that include the Member States of the Council and those participating as Observers.

- To hold at least one meeting of CITEL at ITU headquarters prior to the start of the annual session of the Council, and others as items are addressed, notwithstanding the budgetary constraints of CITEL;

- To establish priorities among matters to be addressed in accordance with their importance and/or urgency;

- To coordinate with the Permanent Consultative Committees as to how matters and activities of the Council that relate to matters within the purview of those Committees are to be addressed in order to:

  o Achieve results from the work done within the PCCs;
  o Ensure that the Working Group reports to the Chairs of the PCCs on the decisions taken by the Council that relate to matters within the purview of its respective Committees.

- For the implementation of this mandate, to utilize between attendance-based meetings available electronic media (videoconferences, electronic mail, online community, etc.).

4.   To request the Secretariat of CITEL to give the attention necessary for due implementation of the mandate established in *resolves* 2, taking into account the budgetary constraints of the organization.

5.   To rescind Resolution COM/CITEL RES. 73 (VII-98).

COM/CITEL RES. 261 (XXIX-14) [7]

CREATION OF AN AD-HOC GROUP FOR DEVELOPMENT OF NEW PROCEDURES FOR ELABORATION, DISCUSSION, ADOPTION AND PRESENTATION OF INTER-AMERICAN PROPOSALS

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

CONSIDERING:

a)   Resolution COM/CITEL RES. 226 (XXI-09), which approved guidelines for the adoption of Inter-American proposals (IAP);

b)   Proposal in COM/CITEL/doc.1615/14 from the administration of Brazil to the XXIX Meeting of COM/CITEL on draft amendments to Resolution COM/CITEL RES. 226 (XXI-09);

c)   Document COM/CITEL/doc.1626/14 containing the report of the Chair of the Conference Preparatory Working Group to Address Regional Preparations for World Conferences and Meetings (WGCP) to the XXIX Meeting of COM/CITEL of the inter-american proposals (IAP) submitted and approved by the International Telecommunication Union Plenipotentiary Conference 2014 (PP-14), and the challenges and next steps identified in the report,

TAKING INTO ACCOUNT:

The general consensus that there is a need for a review of the procedures for the adoption of IAP,

RESOLVES:

1.   To approve the creation of an Ad Hoc Group, of the Permanent Executive Committee of CITEL (COM/CITEL), for the development of new procedures for elaboration, discussion, adoption and presentation of inter-american proposals, chaired by the Administration of Brazil and open to all Member States.

2.   That this ad hoc group shall submit to the XXXI Meeting of COM/CITEL the proposal on draft amendments to Resolution COM/CITEL RES. 226 (XXI-09).

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[7] COM/CITEL/doc. 1650/14

COM/CITEL RES. 262 (XXIX-14) [8]

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

The XXIX Meeting of the Permanent Executive Committee of CITEL, COM/CITEL.

RESOLVES:

1.   To hold the XXX Meeting of COM/CITEL from March 16 to 17, 2015 in Washington, DC, United States of America.

2.   To approve the draft agenda for the XXX Meeting of COM/CITEL attached to the present Resolution.

ANNEX TO RESOLUTION COM/CITEL RES. 262 (XXIX-14)

DRAFT AGENDA

1.   Adoption of agenda and schedule.
2.   Establishment of the Commission for drafting the Final Report.
3.   Report of the Chairman of COM/CITEL.
4.   Establishment of the Election Board to select the Executive Secretary of CITEL.
5.   Presentation of candidatures to become the Executive Secretary of CITEL.
6.   Selection of short list of three candidates to become Executive Secretary of CITEL.
7.   Date, agenda and site for the XXXI Meeting of COM/CITEL.
8.   Other business.
9.   Adoption of the Final Report.

COM/CITEL RES. 263 (XXIX-14) [9]

CREATION OF AN AD-HOC GROUP TO DETERMINE A NEW METHODOLOGY TO SET THE VALUE OF THE CONTRIBUTORY UNITS PAID BY THE ASSOCIATE MEMBERS OF CITEL

The XXIX Meeting of the Permanent Executive Committee of CITEL, COM/CITEL.

CONSIDERING:

a)   That, under Article 24 of the Statute of CITEL, associate members may participate in every activity of the Permanent Consultative Committee (PCC) to which they belong;

b)   That, under Article 29 of the Statute of CITEL, the fees of the associate members shall be determined in accordance with the CITEL Regulations;

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[8] COM/CITEL/doc. 1641/14
[9] COM/CITEL/doc. 1649/14

c)   That, pursuant to Article 87 of the Regulations of CITEL, the minimum contribution by associate members shall be "one" unit, whose monetary value in U.S. dollars shall be determined by the CITEL Assembly;

d)   That Article 17(g) of the Statute of CITEL authorizes CITEL to adopt any urgent measures which cannot be deferred until the next meeting of the Assembly of CITEL and which shall remain in force until the Assembly of CITEL can consider them,

RESOLVES:

1.   To approve the creation of an Ad Hoc Group, of the Permanent Executive Committee of CITEL (COM/CITEL), to determine a new methodology to set the value of the contributory units paid by the associate members of CITEL, open to all Member States of CITEL and chaired by the Administration of the Dominican Republic.

2.   That the ad hoc group will present the result of the aforementioned study at the XXXI Meeting of COM/CITEL.

IV.   LIST OF BASIC DOCUMENTS

Minutes of the Opening Session
and the First Plenary Session: COM/CITEL/doc. 1646/14
Minutes of the Second Plenary Session: COM/CITEL/doc. 1647/14
List of documents: COM/CITEL/doc. 1599/14 rev.1
List of Participants: COM/CITEL/doc. 1600/14

Final Report for the Meeting   COM/CITEL/doc. 1652/14