



II MEETING OF THE PERMANENT EXECUTIVE  
COMMITTEE OF CITEL (COM/CITEL)  
December 12-16, 1994  
Montevideo, Uruguay

OEA/Ser.L/XVII.5.2  
COM/CITEL-78/94  
January 24, 1995  
Original: Spanish

## REPORT OF THE MEETING

## TABLE OF CONTENTS

1.	AGENDA.....	1
2.	AUTHORITIES OF THE MEETING.....	1
3.	RESOLUTIONS.....	2
	COM/CITEL RES. 1 (II-94) <b>AMENDMENTS TO CITEL REGULATIONS</b> .....	2
	COM/CITEL RES. 2 (II-94) <b>ESTABLISHMENT OF A WORKING GROUP ON REGIONAL TELECOMMUNICATIONS DEVELOPMENT</b> .....	6
	COM/CITEL RES. 3 (II-94) <b>CITEL STRATEGIC PLAN</b> .....	7
	COM/CITEL RES. 4 (II-94) <b>STRENGTHENING OF THE FELLOWSHIPS PROGRAM OF CITEL</b> .....	9
	COM/CITEL RES. 5 (II-94) <b>DRAFT INTER-AMERICAN CONVENTION ON AN INTERNATIONAL AMATEUR RADIO PERMIT</b> .....	12
	COM/CITEL RES. 6 (II-94) <b>PARTICIPATION OF OBSERVERS IN CITEL MEETINGS</b> .....	20
	COM/CITEL RES. 7 (II-94) <b>CONTINUATION OF THE WORK OF THE BUDGET COMMITTEE</b> .....	21
	COM/CITEL RES. 8 (II-94) <b>CITEL RESPONSE TO THE SUMMIT OF THE AMERICAS</b> .....	22
	COM/CITEL RES. 9 (II-94) <b>STUDY ON ALTERNATIVE CALL PROCEDURES</b> .....	24
	COM/CITEL RES. 10 (II-94) <b>COORDINATION WITH THE ITU ON THE RESULTS OF THE SUMMIT OF THE AMERICAS</b> .....	25
	COM/CITEL RES. 11 (II-94) <b>AGENDA, DATE AND PLACE OF THE THIRD MEETING OF THE PERMANENT EXECUTIVE COMMITTEE OF CITEL</b> .....	25

4.	DECISIONS .....	26
	DECISION COM/CITEL 1/94	
	<b>OUTPUT DOCUMENTS OF A CITEL MEETING.....</b>	<b>26</b>
	DECISION COM/CITEL 2/94	
	<b>DESIGNATION OF DOMINICA AS VICE-CHAIRMAN OF THE WORKING GROUP ON REGIONAL TELECOMMUNICATIONS DEVELOPMENT.....</b>	<b>27</b>
	DECISION COM/CITEL 3/94	
	<b>BASIC SUPPORT INFRASTRUCTURE FOR CITEL MEETINGS.....</b>	<b>27</b>
	DECISION COM/CITEL 4/94	
	<b>INVITATION TO THE CHAIRMAN AND VICE-CHAIRMAN OF THE WORKING GROUP ON REGIONAL TELECOMMUNICATIONS DEVELOPMENT TO THE MEETINGS OF THE STEERING COMMITTEE.....</b>	<b>30</b>
	DECISION COM/CITEL 5/94	
	<b>FURTHERANCE OF PARTICIPATION BY ASSOCIATE MEMBERS.....</b>	<b>30</b>
	APPLICATION FORM FOR ASSOCIATE MEMBERSHIP ON PCC's OF CITEL .....	33

## REPORT OF THE II MEETING OF THE PERMANENT EXECUTIVE COMMITTEE OF CITEL (COM/CITEL)

The Second Meeting of the Permanent Executive Committee of CITEL (COM/CITEL) was held in Montevideo, Uruguay, from December 12 to 16, 1994, at the Victoria Plaza Hotel.

### **1. AGENDA**

1. Approval of the Agenda.
2. Designation of the final Report Drafting Group, and of the Working Group on Budget, Program and Calendar of Future Meetings.
3. Report by the Chairman of COM/CITEL.
4. Report by the Chairpersons of the Permanent Consultative Committees.
5. Report by the *ad hoc* Working Group in charge of evaluating development-related matters (CITEL RES.07-I/94), Doc.CITEL-077/94 rev.1).
6. Consideration of proposals related to the Guidelines for Development of Regional Telecommunications (CITEL RES.4-I/94).
7. Report by the Chairman of the Temporary Working Group on the preparations for the ITU Plenipotentiary Conference (Kyoto).
8. Report by the Coordination Committee in charge of reviewing and updating the regulations, mandates and work programs of CITEL bodies (CITEL RES.8-I/94).
9. Consideration of proposals related to item 8 in the Draft Agenda.
10. International Amateur Radio Permit.
11. Improvement of CITEL works.
12. Report on the Results of the Summit of the Americas.
13. Approval of the Strategic Plan of CITEL 1995-1999.
14. Approval of the CITEL Annual Report.
15. Program-Budget and Calendar of future meetings.
16. Agenda, date and place of the COM/CITEL III Meeting.
17. Other matters.
18. Approval of the Final Report.

### **2. AUTHORITIES OF THE MEETING**

Chairman of the Meeting: Mr. Juan de la Cruz Silveira Zavala

Executive Secretary of CITEL: Mr. Roberto Blois

Chairperson of the Drafting Group  
for the Final Report: Ms. Graciela Piedras

Working Group on Budget, Program  
and Calendar of future meetings: Mr. Gary M. Fereno

### **3. RESOLUTIONS**

#### **COM/CITEL RES. 1 (II-94)**

## AMENDMENTS TO CITEL REGULATIONS

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

### **HAVING SEEN:**

The report prepared by the Executive Secretary of CITEL on the proposed amendments to CITEL Regulations presented in 1994,

### **CONSIDERING:**

That Article 97 of the Regulations provides for the provisional application of an amendment considered as urgent according to CITEL criteria, until the consideration of such amendment by the next CITEL Assembly.

### **RESOLVES:**

To apply the following modified Articles of the Regulations on a provisional basis:

#### **Article 17**

Unless otherwise specified by COM/CITEL, any state or entity referred to in Article 16 that wishes to participate in a meeting of the CITEL Assembly as an observer, shall apply to attend, in writing, to the Chairman of COM/CITEL, at least 120 days before the anticipated opening of that meeting. The Chairman of COM/CITEL shall consult such applications with the Members of COM/CITEL, and if they approve, the corresponding invitations shall be extended in accordance with Article 9.

#### **Article 30**

Reports and proposals shall normally be presented to the Executive Secretary four months in advance of the date set for the opening of the CITEL Assembly, in order to permit their distribution to the Member States in the working languages, together with the report of COM/CITEL and the Secretariat. The Executive Secretary shall distribute these documents to the Member States by the most effective means of communication so that they are received not later than two months before the start of a meeting.

At the beginning of a meeting, the Assembly may establish a period of time in which additional proposals may be submitted to it for consideration.

**Article 36**

All decisions taken by the CITEL Assembly in a private plenary session shall be announced at the next public plenary session.

**Article 76**

Rules governing COM/CITEL meetings, quorum, voting and travel expenses are as contained in Articles 18 to 21 of the Statute.

If for any reason a Regular Meeting of COM/CITEL cannot be held in the country of the Chairperson, it shall be held at the General Secretariat of the Organization, unless one of the Member States, with sufficient advance notice, offers to host the meeting, in which case COM/CITEL may agree to hold the meeting in that country.

The General Secretary of the Organization, or by delegation, the CITEL Executive Secretary, shall transmit the notice of convocation of the Meeting and the invitations to the participants as soon as the country offering to host the meeting confirms to CITEL Secretariat the exact date, city and specific location for the meeting. The country offering to host a meeting shall provide this information to the Executive Secretary, no later than 60 days before the proposed date of the meeting.

**Article 82**

1. Associate Membership on a PCC is open to any recognized operating agency, scientific or industrial organization or financial or development institution related to the telecommunications industry, that has a legal personality, (hereinafter "entity") provided that the entity's Associate Membership is approved by the corresponding Member State of CITEL.

2. The expression "corresponding Member State of CITEL" means the country where the "entity" was incorporated or has its principal office.

3. Applications from entities wishing to become Associate Members of a PCC must be forwarded to the Member State belonging to the respective PCC, together with an indication of the elected contributory unit and the pertinent information of a contact person to whom procedural information may be sent. The corresponding Member State shall be responsible for examining and approving such applications based on such criteria or procedures for sponsoring Associate Members as it deems appropriate.

4. Where appropriate, the Member State will notify the Executive Secretary of its approval of an application received from an entity, indicating the elected contributory unit and the pertinent information of the contact person to whom procedural information may be sent.

5. The Executive Secretary will notify the entity of the decision taken with respect to its application and the procedures which Associate Membership entails.

6. The Executive Secretary will notify the Chairman of COM/CITEL and the Chairman of the respective PCC about the admission of the entity referred to in 5 above.

7. A list of all entities granted Associate Membership in each PCC shall be compiled and

maintained by the Executive Secretary. The Executive Secretary shall provide the Secretary General of the Organization, all Member States of CITELE and of the PCCs with a copy of that list.

8. An "entity" shall cease to be an Associate Member in the event that approval is withdrawn by the corresponding Member State.

### **Article 86**

Each PCC shall meet at least once a year at a time and place determined by its respective Chairman. The meetings of a PCC shall be conducted in accordance with the provisions of these Regulations in relation to the CITELE Assembly, to the extent that those provisions may be applied.

Papers, studies, decisions, and draft resolutions of a PCC which require consideration of the CITELE Assembly shall be submitted to COM/CITELE at least four months before a meeting of the CITELE Assembly is held.

A PCC may hold private sessions restricting participation solely to Members and Associate Members. However, on the basis of reciprocity, observer organizations may be invited by the Chairman of the PCC concerned to attend these private sessions.

If for any reason a Regular Meeting of the Permanent Consultative Committees cannot be held in the country chosen by the Chairperson, it shall be held at the General Secretariat of the Organization, unless one of the Member States, with sufficient advance notice offers to host the meeting, in which case the Chairman of COM/CITELE may agree to hold the meeting in that country.

The Secretary General of the Organization, or by delegation, the CITELE Executive Secretary, shall transmit the notice of convocation of the meeting and the invitations to the participants as soon as the country offering to host the meeting confirms to the CITELE Secretariat the exact date, city and specific location for the meeting. The country offering to host a meeting shall provide this information to the Executive Secretary, no later than 60 days before the proposed date of the meeting.

### **Article 89**

The Executive Secretary of CITELE shall be a person highly versed in the subject matter. The post of Executive Secretary of CITELE is a position of trust, regulated by the General Standards to Govern the Operations of the General Secretariat of the Organization of American States.

In addition to the functions established in the CITELE Statute, the Executive Secretary shall have the following duties:

- a. To prepare the technical documents assigned to him by the organs of CITELE and the working documents for CITELE meetings;
- b. To serve as Technical Secretary of the meetings of the CITELE Assembly and of COM/CITELE;
- c. To see that the minutes, decisions, papers, and draft resolutions of all the organs of CITELE are in accordance with the provisions of the Charter of the Organization, the mandates of the General Assembly, the Statute of CITELE, and these

## Regulations;

- d. To receive official correspondence relating to CITEL, to deal with it appropriately, and to handle communications regarding the work of the Secretariat, informing the Secretary General of the Organization thereof. Copies of such correspondence shall be sent to the Chairman of COM/CITEL;
- e. To carry out the decisions and tasks that the different organs of CITEL may request;
- f. To cooperate with the Chairman of COM/CITEL in the preparation of the draft agenda for each CITEL Assembly Meeting, as well as in the preparation of the agenda for each COM/CITEL meeting;
- g. To prepare documents, studies, and reports necessary for each CITEL Assembly and COM/CITEL meetings, taking into account the guidelines established in this regard by COM/CITEL;
- h. Once COM/CITEL has decided upon the date and place for the regular and special meetings of the Assembly, to so inform the Member States immediately in writing;
- i. To prepare notices of convocation for the meetings of all CITEL organs;
- j. To cooperate with COM/CITEL in the preparation of the annual report of CITEL to be presented through the Secretary General to the Permanent Council of the Organization for its consideration;
- k. To keep CITEL Member States permanently informed of technical activities in the field of telecommunications, in accordance with the instructions received from the Chairman of COM/CITEL and taking into account the information received by COM/CITEL;
- l. To provide information on the resolutions and decisions of the CITEL Assembly on telecommunications matters to world or regional governmental or nongovernmental agencies specializing in telecommunications, for which purpose a periodic newsletter may be utilized;
- m. To provide a periodic information service, with widespread coverage on the progress of telecommunications and their development in the American States;
- n. To maintain custody of the files containing the official documentation of all the meetings of the CITEL organs;
- o. To represent the Chairman of COM/CITEL at public or private functions and at meetings of international organizations, when the Chairman so decides;
- p. After consultation with the Chairmen of the Permanent Consultative Committees, to prepare and submit to COM/CITEL a biennial preliminary draft budget for the following two years taking into account the directions given by the previous CITEL Assembly Meeting. Also, to prepare for submission to COM/CITEL any adjustments to the second half of the biennial budget as may be required;
- q. To supervise the staff of the CITEL Secretariat assuring the most effective use of personnel;
- r. To prepare and distribute to Member States and Associate Members a publication containing the resolutions, recommendations, and declarations of the Assembly, COM/CITEL and the PCCs;
- s. To prepare annually, for submission to and approval by COM/CITEL, a schedule of meetings covering the following two year period. In preparing the schedule of meetings, the Secretariat should take into consideration the schedule of pertinent OAS, ITU and Regional Organizations meetings, and should also coordinate beforehand with the chairpersons of the various committees.

**Article 93**

13. Both the Assembly of CITEI and COM/CITEI may apply the above processes or any part thereof when establishing their working or ad hoc groups.

### **COM/CITEI RES. 2 (II-94)**

#### **ESTABLISHMENT OF A WORKING GROUP ON REGIONAL TELECOMMUNICATIONS DEVELOPMENT**

The Second Meeting of the Permanent Executive Committee of CITEI (COM/CITEI),

#### **HAVING SEEN:**

The interest of CITEI to participate with its full capability in the telecommunications development process.

The results of the World Telecommunications Development Conference (WTDC) included in the Buenos Aires Declaration and in the corresponding Action Plan.

The resolutions adopted by the Plenipotentiary Conference (PP-94).

The agreement to strengthen Inter-American cooperation in favor of the Region integral development (XX Extraordinary Session of OAS General Assembly).

#### **CONSIDERING:**

The PCCs activity program which includes several actions in the telecommunications development area.

The report of the Ad Hoc Group, established in the resolution of the First CITEI Assembly, that suggests the establishment of a Working Group in order to orient and coordinate the Commission's participation in this process.

The valuable exchange of views on this issue that took place in this COM/CITEI meeting.

#### **RESOLVES:**

1. To establish a COM/CITEI Working Group on Regional Telecommunications Development as a coordination body within CITEI and as a link with the ITU development sector and the regional telecommunications organizations.

2. To appoint Chile as host country of the Group; the Chilean Administration should designate the Chairman of the Group and request the creation of a supporting office.

3. To give the Group the following mandate:

3.1 To propose the COM/CITEI Chairman all the actions related to the fulfillment of the objectives of the Commission (Art. 3 of the Statutes), especially those included in sub-paragraphs a), b), c) and e) since they are

closely related to the telecommunications development.

- 3.2 To coordinate with the various CITELE bodies the programs and activities to be performed by CITELE in order to support the development of regional telecommunications, particularly taking into consideration the need for a close cooperation with regional telecommunications organizations and, most especially, to make an appropriate utilization of ITU assistance and support through the BDT and the Regional Office to the countries in the region.
4. For the fulfillment of its mandate, the Group should mainly take into account:
  - 4.1 The issues included in WTDC resolutions 2 and 3 which constitute a very appropriate guideline to be considered by the Group and used in its working methods through their adaptation to Regional needs.
  - 4.2 The fact that the fulfillment of its mandate is closely related to the achievement of an average telephone density adequate to development requirements. In this connection, the policies applied in those countries that have notoriously increased their telephone density as a result of competition in both national and international telecommunications, must be observed with special attention.
  - 4.3 The report submitted by the COM/CITELE Ad Hoc Group on Telecommunications Development, approved by the II Meeting of COM/CITELE.

### **COM/CITELE RES. 3 (II-94)**

### **CITELE STRATEGIC PLAN**

The Second Meeting of the Permanent Executive Committee of CITELE (COM/CITELE),

#### **CONSIDERING:**

The adoption of the CITELE Statutes by the General Assembly [AG/RES. 1224 (XXIII-0/93)] and the adoption of the CITELE Regulations by the General Assembly [AG/RES. 1259 (XXIV-0/94)] which transformed CITELE from a series of conferences to a Commission specializing in telecommunications;

CITELE's new organizational position within the OAS with the prime responsibility to foster telecommunications throughout the Americas; and

That the work plans for the Permanent Consultative Committees (PCCs) within the mandates established by the First CITELE Assembly [CITELE RES. 8(I-94)] must be dynamic and flexible and be undertaken within the strategic framework of the changing telecommunication environment; and

#### **TAKING INTO ACCOUNT:**

The Summit of the Americas Plan of Action, December, 1994 directing CITELE to develop and carry-out a work program to meet specific objectives for developing telecommunications in the Americas region;

The preliminary draft Strategic Plan for the period 1995 - 1999 prepared and distributed by the Executive Secretary for consideration by COM/CITELE; and

### **RECOGNIZING:**

The progress made to modernize and expand telecommunication facilities and services as a result of restructuring telecommunication policies and regulations and introducing new technologies; and

The enhanced role of CITELE in the Americas region and the need to determine those strategies that will position CITELE to make the most efficient use of available resources to carry-out its work plans and to effectively meet its objectives.

### **RESOLVES:**

To develop a Strategic Plan for CITELE for the period 1995 - 1999 based on the following:

1. Establish priorities within the work programs of the Permanent Consultative Committees (PCCs) that will best fulfill the directives given to CITELE in the Plan of Action adopted at the Summit of the Americas, December, 1994.

2. Encourage the participation and active involvement of CITELE's Members and Associate Members in the work programs of the PCCs with particular emphasis on encouraging Administrations and the private sector to give a higher priority to CITELE's work programs.

3. Determine the resources and funding needed to effectively carry-out priority programs; project the future regular budget requirements; identify any sources of extra-budgetary funding that could be made available; and set forth ways to maximize the use of limited resources.

4. Identify ways to sustain the progress of the work during the intervals between meetings of the PCCs taking into account funding requirements for working group meetings and the extent to which work can be facilitated by greater use of modern means of communications including on-line access to databases and information networks.

5. Identify ways to lessen the financial burden on those countries elected to chair COM/CITELE and the PCCs in light of the expanding work programs and the shorter time horizons to produce results;

6. Strengthen the cooperation with the ITU and with regional telecommunications organizations to work together on common programs and avoid duplication; take account of the ITU Strategic Plan, 1995-1999, adopted by the Plenipotentiary Conference of the ITU (Kyoto, 1994, Resolution COM 4/1), and other relevant resolutions of that Conference and the Buenos Aires Action Plan set out in the Final Report of the World Telecommunication Development Conference (Buenos Aires, 1994).

7. Develop closer relations with other elements of the OAS that have responsibilities for the preparing of telecommunications development programs.

8. Identify ways to best disseminate information and to promote the work of CITEL within the OAS, within the administrations of Member countries and within the telecommunications industry of the region and create public awareness of the work of CITEL.

**ENTRUST THE EXECUTIVE SECRETARY:**

To proceed with the development of the Strategic Plan for the period 1995-1999 and to solicit input from all Members and Associate Members;

To circulate a draft of this Strategic Plan by April 3, 1995 establishing as final date to receive comments by July 3, 1995;

To submit a final version of this strategic plan to COM/CITEL by September 1, 1995.

**INVITES:**

Members and Associate Members to participate actively in the development of the Strategic Plan.

**COM/CITEL RES. 4 (II-94)**

**STRENGTHENING OF THE FELLOWSHIPS PROGRAM OF CITEL**

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

**HAVING SEEN:**

The Report on Coordination Activities and Request for Budgetary Allocation to support training courses submitted by the Coordinator of Regional Centers (CRC);

The document prepared by the Department of Fellowships proposing alternatives for financing for the launch of a CITEL Training Program in 1995 and recommending an increase in the 1996-1997 Program-Budget, Regular Fund, for the CITEL Fellowships Project of the said Department,

**CONSIDERING:**

That in order to achieve the Objectives and Functions of the Inter-American Telecommunication Commission as provided for in article 3 of the Statutes, the adoption of a Training Program geared towards the human resources required for these Objectives and Functions is necessary;

That the Organization needs to foster horizontal cooperation among Member states as an

expression of hemispheric solidarity and in recognition of the interdependence that exists among our peoples;

That Regional Training Centers in the field of telecommunications exist in the following Member states: Brazil, Canada, Chile, Mexico, Paraguay, Suriname, and the United States, and are in need of additional financial resources to be able to mobilize the potential which their institutional resources offer;

That measures need to be adopted to maximize the potential for horizontal cooperation offered by the Regional Training Centers in the area of training;

That greater use of the Regional Training Centers means greater possibilities for expanding training among Member States while at the same time promoting subregional integration among them;

### **RESOLVES:**

1. To devise a CITELE Training Program to promote and enhance the training of human resources required to attain the Objectives and Functions of CITELE. Such a program must be geared towards achieving optimum use of the Regional Training Centers through courses and an exchange of institutional experience at subregional level by offering to that effect fellowships and internships. It should also promote hemispheric solidarity through horizontal cooperation among Member States and be part of the efforts undertaken by Member States to achieve regional and subregional integration.

2. To request approval from the Secretary General of the Organization of American States for the transfer of funds from the 1992-1993 Program-Budget, Regular Fund, not used by the Department of Fellowships, to the CITELE Fellowships Project, in the amount of US\$ 199,400.00, to launch the CITELE Training Program in 1995.

3. Further, to request the Secretary General of the Organization to include an item, in the amount of US\$ 500,000 for each year of the biennium, when preparing the Organization's Program-Budget for 1996-1997, in relation to the Department of Fellowships, with the aim of strengthening the CITELE Fellowships Project being carried out by that Department in coordination with the Executive Secretariat of CITELE.

4. To entrust the CITELE Coordination with Regional Centers, in collaboration with the Regional Telecommunications Training Centers and based in an equitable geographical distribution among the Members States of the Organization, to send, as soon as possible to the Executive Secretary the following information:

- a. Regional Centers that will participate;
- b. Details of each course per regional center;
- c. Minimum requirements for the candidates for fellowships;
- d. Number of fellowships by course and by regional center.

5. To entrust the Executive Secretariat of CITELE that in collaboration with the Fellowships Department of the OAS, and based on the information before mentioned, execute this project in accordance with the OAS rules.

6. To request that the Executive Secretariat of CITELE and the Department of Fellowships

coordinate the presentation of the corresponding reports on the execution and evaluation of any training activities developed by CITEL through this program.

**COM/CITEL RES. 5 (II-94)**

**DRAFT INTER-AMERICAN CONVENTION ON AN  
INTERNATIONAL AMATEUR RADIO PERMIT**

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

**HAVING SEEN:**

The Report of the Chairman of Permanent Consultative Committee III, and the draft Inter-American Convention on an International Amateur Radio Permit (IARP) attached to this Resolution;

**CONSIDERING:**

That at the initiative of the Caribbean countries the Plenipotentiary Conference of the ITU, in Kyoto, Japan, adopted Resolution COM 4/14 which recognizes the importance of telecommunications for disaster mitigation and disaster relief, and urged administrations to take all practical steps to facilitate the effective use of telecommunications equipment for disaster relief operations, "by reducing and, where possible, removing regulatory barriers and strengthening transborder cooperation".

**FURTHER CONSIDERING:**

That Member States of CITEL would benefit from the adoption of the draft Inter-American Convention on an International Amateur Radio Permit, attached to this Resolution.

**RECOGNIZING:**

The Objective of CITEL to facilitate and promote, by all means available to it, the continuing development of telecommunications in the American States;

The benefits which have flowed from the implementation of the Lima Convention regarding the authorization of temporary operation by radio amateurs in Member countries; and

The need to improve further the authorization procedures for temporary operation so as to increase efficiency in the provision of amateur service and to reduce the administrative burden on Member countries; and

**FURTHER RECOGNIZING:**

That Article 30 of the Charter of the Organization of American States provides that "Inter-American cooperation for integral development is the common and joint responsibility of the Member States", which cooperation includes, among others, economic, scientific and

technological fields;

**RESOLVES:**

To recommend that the General Assembly of the Organization of American States approve said Inter-American Convention on an International Amateur Radio Permit (IARP).

**ANNEX TO RESOLUTION COM/CITEL RES. 5 (II-94)**

**INTER-AMERICAN CONVENTION  
ON AN INTERNATIONAL AMATEUR RADIO PERMIT**

The Member States of the Inter-American Telecommunication Commission (CITEL),

Taking into account the spirit of the Charter of the Organization of American States (OAS), the provisions of the CITEL Statute, and the provisions of the Radio Regulations of the International Telecommunication Union (ITU),

Convinced of the benefits of the Amateur Radio activities and having regard for the interest of CITEL Member states in allowing citizens of any Member State who are authorized to operate in the Amateur Service in their country to operate temporarily in the Amateur Service in any other CITEL Member State,

Have agreed to enter into the following Convention for the use of an International Amateur Radio Permit (IARP):

**General Provisions**

**Article 1**

1. While reserving its sovereignty over the use of the radio spectrum within its jurisdiction, each State Party agrees to permit temporary operation of amateur stations under its authority by persons holding an IARP issued by another State Party without further examination. A State Party shall issue permits to operate in other State Parties only to its own citizens.

2. State Parties recognize the International Amateur Radio Permit (IARP) issued under the conditions specified in this Convention.

3. No State Party, other than the issuing State Party, may levy fees or taxes on the IARP's.

4. This Convention does not modify customs regulations concerning transportation of radio equipment across national borders.

## Definitions

### Article 2

1. Expressions and terms used in this Convention shall carry the definitions of the ITU Radio Regulations.
2. The amateur and amateur-satellite services are radiocommunication services according to Article 1 of the ITU Radio Regulations, and are governed by other provisions of the Radio Regulations as well as by national regulations of the State Parties.
3. The term "IARU" shall mean the International Amateur Radio Union.

## Provisions Relating to the International Amateur Radio Permit (IARP)

### Article 3

1. The IARP will be issued by the permit holder's home Administration or, to the extent consistent with the home country's domestic laws, under delegated authority by the IARU organization of that State Party. It should conform with the standard form for such permit contained in the Annex to this Convention.
2. The IARP will be drafted in English, French, Portuguese and Spanish and in the official language of the issuing State Party if different.
3. The IARP will not be valid for operation in the territory of the issuing State Party, but only in the territory of other State Parties. It will be valid for one year in visited State Parties, but in no case beyond the date of expiration of the national license of the holder.
4. Radio amateurs holding only a temporary authorization issued in a foreign country shall not benefit from the provisions of this Convention.
5. The IARP shall include the following information:
  - a) A statement that the document is issued in accordance with this Convention.
  - b) The name and mailing address of the holder.
  - c) The call sign.
  - d) The name and address of the issuing authority
  - e) The expiration date of permit.
  - f) The country and date of issuance.
  - g) The IARP operator class.
  - h) A statement that operation is permitted only for the bands specified by the visited State Party.
  - i) A statement that the permittee must abide by the regulations of the visited State Party.
  - j) The need for a notification, if required by the visited State Party, of the date, place and duration of the stay in that State Party.
6. The IARP will be issued in accordance with the following classes of operating authority:

Class 1. Use of all frequency bands allocated to the amateur service and amateur-satellite service and specified by the country where the amateur station is to be operated. It will be open only to those amateurs who have proved their competence with Morse code to their own Administration in accordance with the requirements of the ITU Radio Regulations.

Class 2. This class permits utilization of all frequency bands allocated to the amateur service and amateur-satellite service above 30 MHz and specified by the country where the amateur station is to be operated.

### **Conditions of Use**

#### **Article 4**

1. A State Party may decline to honor, suspend or cancel the operation of an IARP, in accordance with the laws in that State.
2. When transmitting in the visited country, the IARP holder must use the call sign prefix specified by the visited country and the call sign of the home license separated by the word "stroke" or "/".
3. The IARP holder must transmit only on frequencies specified by the visited State Party and must abide by all the regulations of the visited State Party.

### **Final Provisions**

#### **Article 5**

State Parties reserve the right to enter into supplementary agreements on methods and procedures for the application of this Convention. However, such agreements may not contravene the provisions of this Convention. The State Parties shall inform the General Secretariat of the Organization of American States of any supplementary agreements they enter into, and that Secretariat shall, for the purposes of registration and publication, send a certified copy of the text of such agreement to the Secretariat of the United Nations, in accordance with Article 102 of its Charter, and to the General Secretariat of the International Telecommunication Union.

#### **Article 6**

This Convention shall be open for signature by the Member States of the CITELE.

#### **Article 7**

Member States of CITELE may become Parties to this Convention by:

- a. Signature not subject to ratification, acceptance or approval,
- b. Signature subject to ratification, acceptance or approval followed by ratification, acceptance or approval, or
- c. Accession.

Ratification, acceptance, approval or accession shall be effected by deposit of the appropriate instrument with the General Secretariat of the Organization of American States, in its capacity as Depository.

#### **Article 8**

Each State may make reservations to this Convention at the time of signature, ratification, acceptance, approval or accession, provided that each reservation concerns at least one specific provision and is not incompatible with the objectives and purposes of the Convention.

#### **Article 9**

1. In the case of those States that are Parties to this Convention and the Inter-American Amateur Radio Service Convention ("Lima Convention"), this Convention supersedes the "Lima Convention".

2. Except as provided in Section 1 of this Article, this Convention shall not alter or affect any multilateral or bilateral agreements in force concerning the temporary operation in the Amateur Service in CITEL Member States.

#### **Article 10**

This Convention shall enter into force on the thirtieth day following the date on which two States have become Parties to it. For the remaining States, the Convention shall enter into force on the thirtieth day after their compliance with the corresponding procedure set out in Article 7.

#### **Article 11**

This Convention shall remain in force indefinitely, but may be terminated by agreement of the State Parties. Any of the State Parties to this Convention may denounce it. The instrument of denunciation shall be deposited with the General Secretariat of the Organization of American States. After one year from the date of deposit of the instrument of denunciation, the Convention shall no longer be in effect for the denouncing State Party, but shall remain in effect for the other State Parties.

#### **Article 12**

The original instrument of this Convention, the English, French, Portuguese and Spanish texts of which are equally authentic, shall be deposited with the General Secretariat of the Organization of American States, which shall forward a certified copy of its text to the Secretariat of the United Nations for the registration and publication, in accordance with Article 102 of its Charter, and to the General Secretariat of the International Telecommunication Union.

The General Secretariat of the Organization of American States shall notify the State Parties of the signatures, deposits of instruments of ratification, acceptance, approval, accession and denunciation, and of reservations, if any.

INTER-AMERICAN CONVENTION  
ON AN INTERNATIONAL AMATEUR RADIO PERMIT

ANNEX

Page 2:

This permit is valid in the territories of all the State Parties to the Inter-American Convention on an International Amateur Radio Permit (Convention) with the exception of the territory of the State Party where issued for the period of one year from the date of issue, or expiration of national license, whichever date occurs first, for the operation of amateur stations and amateur-satellite stations in accordance with the class indicated on the last page of this permit.

**LIST OF STATE PARTIES TO THE CONVENTION**

(as of: [day, month, year])

It is understood that this permit shall in no way affect the obligation of the holder to conform strictly to the laws and regulations relating to the operation of an amateur station and amateur-satellite station in the country in which the station is operated.

Page 3:

Surnames 1

Other names 2

Call sign 3

Place of birth 4

Date of birth 5

Country of permanent residence 6

Address 7

City, state or province 8

**Classes of operating authority:**

**Class 1.** Use of all the frequency bands allocated to the amateur service and amateur-satellite service and specified by the country where the amateur station is to be operated. It will be open to those amateurs who have proved their competence with Morse code to their own Administration in accordance with the requirements of the ITU Radio Regulations;

**Class 2.** This class permits utilization of all frequency bands allocated to the amateur service and amateur-satellite service above 30 Mhz and specified by the country where the amateur station is to be operated.

Page 4:

Page 5:

**IMPORTANT NOTICE TO HOLDER**

- 1)The International Amateur Radio Permit (IARP) requires your signature on the line directly beneath your photograph.
- 2)Your valid amateur radio license issued by your administration must accompany the IARP at all times.
- 3)Unless otherwise required by regulations of the country visited, station identification shall be (prefix of the visited country or region thereof) the word "stroke" or "/" followed by the call sign of the license accompanying the IARP.
- 4)The IARP is valid for one year from the date of issue of this permit, or expiration of national license, whichever date occurs first.
- 5)A visited country may decline to honor, suspend or cancel the operation of an IARP.
- 6)Some countries may require you to notify in advance the date, place and duration of your stay.



**COM/CITEL RES. 6 (II-94)****PARTICIPATION OF OBSERVERS IN CITEL MEETINGS**

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

**CONSIDERING:**

Article 7 of the Statutes and articles 14, 15, 16, 17 and 85 of CITEL Regulations referring to those organizations that may be represented by observers at CITEL meetings.

**BEARING IN MIND:**

The large number of organizations and entities that could make use of that possibility

**RESOLVES:**

1. To authorize the Executive Secretariat to invite the following entities and/or organizations, that are directly involved in the telecommunications sector, to participate in CITEL meetings:

- International Telecommunications Union (ITU)
- American Radio Relay League Incorporated (ARRL)
- Association of Telecommunication Undertakings of the Andean Sub-Regional Agreement (ASETA)
- Caribbean Association of National Telecommunication Organizations (CANTO)
- Caribbean Telecommunication Council (CTC)
- Caribbean Telecommunication Union (CTU)
- Hispano-American Association of Telecommunications Research and Enterprises (AHCJET)
- International Amateur Radio Union, Region 2 (IARU-2)
- International Maritime Satellite Organization (INMARSAT)
- International Organization of Aeronautical Telecommunications (SITA)
- International Telecommunications Satellite Organization (INTELSAT)
- Pacific Telecommunication Council (PTC)
- Telecommunications Regional Technical Commission of Central America (COMTELCA)

2. To entrust the Executive Secretary:

To prepare a table containing a summarized program of CITEL annual activities, showing in detail the date, place and purpose of the meetings, which will be forwarded to the other international organizations and/or entities in order to keep them informed on those activities and enable them to request their participation as observers through usual procedures.

3. To authorize the Chairpersons of the PCCs to prepare individual lists of observers they feel appropriate to be invited to their meetings and to forward such lists to the Executive Secretary.

**COM/CITEL RES. 7 (II-94)**  
**CONTINUATION OF THE WORK OF THE**  
**BUDGET COMMITTEE**

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

**CONSIDERING:**

That CITEL was identified by the Presidents of the Nations of Americas as the Organization of the OAS to play a substantial role in fulfilling the objectives and mandates of the Americas Summit relating to telecommunication matters within its Statutory Mandate,

The initiatives undertaken at this meeting of COM/CITEL to take quick and positive action in response to these expectations, and

The budgetary implications of some new work items that have been identified, as well as the need to accelerate the pace of ongoing work within the PCC's.

**RESOLVES:**

1. To continue the work of the COM/CITEL Budget Committee as identified in Document COM/CITEL-56/94, to assist the Executive Secretary in the following way:

- a) Request comments and opinions on the scheduling and prioritization of meetings of CITEL Permanent Consultative Committees and Working Groups during 1995, and for the 1996-1997 Budget Period.
- b) Assist in analyzing and compiling comments received from CITEL Members on the prioritization, duration, and specific scheduling of meetings setout in Document COM/CITEL-75/94 that should be funded from the 1995 Budget, and
- c) Assist in analyzing and compiling comments received from CITEL Members on the prioritization, duration, and specific sheduling of meetings for the 1996-1997 financial budget period as contained in document COM/CITEL-45/94.

2. To Further request that Member States provide comments pursuant to items 1. (b) and (c) above to the Executive Secretary in Washington not later than January 15, 1995,

**ENTRUSTS THE EXECUTIVE SECRETARY:**

To compile comments related to 1995 meetings and budget allocations and circulate them for further comment by facsimile to those who respond by January 31, 1995.

To inform the Members of any conclusions on the subject of this mandate for 1995, 1996 and 1997 budgeted matters not later than February 15, 1995.

**REQUESTS:**

That Members of CITELE as well as Associate Members of the PCC's indicate their willingness to provide additional funds from their own resources to assist in accelerating and improving CITELE response to the initiatives of the Summit of the Americas Plan of Action.

**COM/CITELE RES. 8 (II-94)****CITELE RESPONSE TO THE SUMMIT OF THE AMERICAS**

The Second Meeting of the Permanent Executive Committee of CITELE (COM/CITELE),

**CONSIDERING:**

That the Summit of the Americas was held in Miami, Florida, December 9-11, 1994;

And that at that Summit, the thirty-four Heads of State unanimously agreed that a country's information infrastructure is an essential component of political, economic, social and cultural development and that the information infrastructure development needs of the Americas are immense, and, that

In the Plan of Action adopted at the Summit, the OAS-Inter American Telecommunications Commission (CITELE), in coordination with the sub-regional telecommunications organizations, was directed to develop and carry out a work plan to:

- Evaluate regulatory, technical and legal means to promote liberalization, common standards, interoperability of networks and compatible use of the radio spectrum.
- Examine ways to promote greater consistency of the certification processes for telecommunications equipment among Member countries.
- Develop regional guidelines for the provision of international value-added network services.
- Support a meeting by 1996, coordinated by CITELE, of senior telecommunications officials to conduct further discussions of the above actions.

**RECOGNIZING:**

The principles contained in the Buenos Aires Declaration as adopted by the World Telecommunication Development Conference of the ITU (Buenos Aires, 1994), and the Action Plan for the Global Development of Telecommunications set out in the Final Report of the Conference.

**FURTHER RECOGNIZING:**

That CITELE must actively cooperate and collaborate with the ITU and regional organizations in order to ensure that the implementation of the CITELE work programs evolve in the most effective

and efficient manner possible in order to avoid duplication of efforts, optimize resources, and maximize results;

**NOTING:**

That the work programs of CITELE require specific directives to accelerate progress in order to meet the expectations of the Heads of State.

**RESOLVES:**

1. To take immediate action in response to the mandate from the Summit of the Americas;
2. To accelerate development of the CITELE Strategic Plan (COM/CITELE Res. 3 (II-94) in order to establish priorities within the work programs of the PCCs that will best fulfill the directives given to CITELE in the Plan of Action adopted at the Summit of the Americas, December 1994;
3. To request the PCCs to revise their work programs, as appropriate, in order to provide maximum tangible results to the 1996 meeting of senior telecommunication officials;
4. To request that the PCCs include in their work programs the evaluation of regulatory, technical and legal means to promote liberalization of telecommunication services, the establishment of common standards, the interoperability of networks and compatible use of the radio spectrum:
  - 4.1. PCC.I will provide stable coordinated standards documents on Signaling System No. 7 in the first half of 1995; Personal Communications Systems (PCS/Wireless) and ISDN in 1995; and Intelligent Networks in the first half of 1996;
  - 4.2. PCC.III will provide a document on radio frequency aspects of PCS in 1995;
  - 4.3. PCC.II and PCC.III will accelerate their efforts in the joint Working Group regarding compatible use of the radio frequency spectrum;
  - 4.4. PCC.II and PCC.III will accelerate their efforts in the joint Working Groups on preparation for ITU conferences in view of the need to promote compatible use of the radio frequency spectrum;
5. To request that the PCCs include in their work programs the development of regional guidelines for the provision of international value-added network services;
6. To request the Chairmen of the PCCs, in reviewing their Work Program, to cooperate with the ITU in order to avoid duplication of efforts.

**ENTRUSTS THE EXECUTIVE SECRETARY:**

That in consultation with the Chairmen of the PCCs, develop a template to gather information on current certification processes for telecommunication equipment among CITELE Member States, and that on the basis of the collected information, the Chairmen of the PCCs will take appropriate action on ways to promote great consistency of the certification processes for telecommunications equipment among CITELE Member countries;

To undertake the responsibility referred to CITELE to coordinate a meeting by 1996 of senior telecommunication officials.

**FURTHER ENTRUSTS THE EXECUTIVE SECRETARY:**

To inform the senior telecommunication officials in the CITELE Member countries, and request that they support the progress of work, including all efforts to dedicate resources to support the work programs of the PCCs.

**INVITES MEMBERS AND ASSOCIATE MEMBERS:**

To actively participate in the CITELE activities in response to the Plan of Action adopted at the Summit of the Americas, December, 1994.

**COM/CITELE RES. 9 (II-94)**

**STUDY ON ALTERNATIVE CALL PROCEDURES**

The Second Meeting of the Permanent Executive Committee of CITELE (COM/CITELE),

**CONSIDERING:**

The issue of alternative call procedures, such as "call back", is important to some CITELE Member countries; and

**FURTHER CONSIDERING:**

That in accordance with COM/CITELE empowerment, it can assign to the Permanent Consultative Committees subjects of interest for the Members of CITELE.

The Resolution of the Plenipotentiary Conference of Kyoto COM 4/6 "Special Measures on Alternative Procedures of Call in International Telecommunications Networks".

**RESOLVES:**

To request the Permanent Consultative Committee I: Public Telecommunications Services to study the problems arising from alternative call procedures in order to reach adequate solutions for CITEL Members.

**URGES:**

CITEL Member countries to make their best efforts to participate effectively in all the work related to this issue in CITEL and ITU.

**COM/CITEL RES. 10 (II-94)**

**COORDINATION WITH THE ITU ON THE RESULTS OF  
THE SUMMIT OF THE AMERICAS**

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

**CONSIDERING:**

The importance of the role of the ITU in the development of telecommunication infrastructures in the Americas and the critical importance of the decisions taken at the Summit to the future of CITEL.

**RESOLVES:**

That the CITEL Steering Committee shall hold a coordination meeting with the Secretary-General of the ITU, the Deputy Secretary-General the Directors of the three Bureaux and the Head of the ITU Regional Office in Brasilia as soon as is practical in early 1995, to initiate a coordinated approach to fulfilling the mandate given to CITEL by the Summit of the Americas,

**ENTRUSTS THE EXECUTIVE SECRETARY:**

To make the appropriate arrangements with the ITU as soon as possible, and that 1995 CITEL Budget should not be used for these purposes.

**COM/CITEL RES. 11 (II-94)**

**AGENDA, DATE AND PLACE FOR THE THIRD MEETING OF  
THE PERMANENT EXECUTIVE COMMITTEE OF CITEL**

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

**RESOLVES:**

1. To hold the Third Meeting of the Permanent Executive Committee of CITEL (COM/CITEL) in Montevideo, Uruguay, on November 27-30, 1995.
2. To approve the agenda attached to this Resolution as the Agenda for the Third Meeting of COM/CITEL.

**AGENDA**

**THIRD MEETING OF  
THE PERMANENT EXECUTIVE COMMITTEE OF CITEL  
(COM/CITEL, 1995)**

1. Approval of the Agenda.
2. Establishment of the Working Groups.
3. Report of the Chairman of COM/CITEL.
4. Reports of the Chairpersons of the Permanent Consultative Committees.
5. Report on the Activities of the Working Group on Development.
6. Report on CITEL Activities with regard to WRC-95.
7. Status report from the Executive Secretary on the preparations for the 1996 Special Meeting on Telecommunications in the Americas.
8. Approval of the Annual Report of the Activities of CITEL.
9. Approval of the Strategic Plan of CITEL.
10. Report on the Follow-up activities originating from the *Summit of the Americas*.
11. Program, Budget & Schedule of Meetings.
12. Improvement of CITEL work.
13. Date, agenda and place of the next meeting.
14. Other Business.
15. Approval of the Final Report.

**4. DECISIONS****DECISION COM/CITEL 1/94****OUTPUT DOCUMENTS OF A CITEL MEETING**

Output documents to be produced by CITEL meetings:

1. Minutes of the working sessions. If possible the minutes shall be produced after each working session and be submitted to the approval of the meeting. If not possible, after the meeting the Executive Secretariat shall send the minutes that were not approved during the meeting to the heads of the delegations of the Member countries present at the meeting, asking their comments within ten days. The minutes shall reflect the meeting's decisions and any relevant comments.

2. Report of the meeting, that shall contain:
  - a. The approved agenda, date, place and authorities of the meeting;
  - b. Resolutions and, if possible, their budget implications, if it is the case.
  - c. Recommendations and, if possible, their budget implications, if it is the case.
  - d. Decisions (items reflected in the minutes that require action or have implications in the future work of CITEL).
3. List of participants.
4. List of documents addressed by the meeting.

The Executive Secretariat shall distribute the above mentioned documents to the Member countries and, if it is the case, to the Associated Members.

#### **DECISION COM/CITEL 2/94**

#### **DESIGNATION OF DOMINICA AS VICE-CHAIRMAN OF THE WORKING GROUP ON REGIONAL TELECOMMUNICATIONS DEVELOPMENT**

The Plenary designated Dominica as Vice-Chairman of the Working Group on Regional Telecommunications Development.

#### **DECISION COM/CITEL 3/94**

#### **BASIC SUPPORT INFRASTRUCTURE FOR CITEL MEETINGS**

##### **A. OAS/CITEL FINANCIAL CONTRIBUTION FOR MEETINGS**

COM/CITEL prepares a cost estimate for scheduled activities, which is submitted to the appropriate OAS bodies for approval.

The OAS General Secretariat administers the funds allocated biennially by the OAS General Assembly to CITEL activities. Allocations are to cover part of the costs of: travel by OAS General Secretariat/CITEL staff, documents (before, during, and after meetings), translation (before, during, and after meetings), and interpreting.

##### **B. OAS STAFF**

In addition to the Executive Secretary, a services coordinator from headquarters will be included, and will have the following functions: coordination of the classification, production, and distribution of documents, translation, registration of participants, and the format of the meeting's,

resolutions, and recommendations.

### **C. HOST COUNTRY PERSONNEL**

1. A general coordinator, responsible for the timely and efficient rendering of meeting services related to administration, protocol, guards, accommodations, installations, and transportation, and with the authority to make decisions and solve problems so that the local secretariat and its staff may function efficiently during the meeting.

This officer should be appointed sufficiently in advance of the meeting and the Executive Secretary of CITELE should be timely notified of the appointment.

2. A coordinator and assistants of document services, who shall route, and order the translation, reproduction, and distribution of documents. Since there are two work shifts every day (8:00 a.m. to midnight), the host country shall decide whether to double the staff or use overtime.

3. Two attendants per meeting room throughout the sessions, who will work in close coordination with document services and will handle requests from the meeting chair, Secretariat participants and the Secretariat.

4. Two persons for document distribution, who will place the documents into pigeonholes for the participants and the Secretariat. These persons begin working at least one hour before sessions.

5. A document printing supervisor assisted by collating personnel according to the photocopying system in place. Such staff is required for two shifts, which must be long enough to ensure that documents are ready for the sessions.

6. An office or staff to make reservations or confirm travel arrangements for participants and the Secretariat, as well as to provide general information. Such staff could also coordinate transportation for participants and the Secretariat, especially for sites where such services are essential.

7. Support personnel should be foreseen, according to the workload during the event.

### **D. DOCUMENT SERVICES**

One pool supervisor per shift

Five (5) typists/transcribers/proofreaders per shift, to type, transcribe, and proofread documents in English and Spanish.

### **E. LANGUAGE SERVICES**

#### **Translation**

One pool supervisor per shift.

Four translators/reviewers (two Spanish/two English) per shift. The actual number should be

tailored to the anticipated work load.

### **Interpretation<sup>1</sup>**

Simultaneous interpretation throughout the sessions.

- Two (2) into English
- Two (2) into Spanish

## **F. MEETING ROOM**

One room for 100 people with 100 earphones and at least fifteen microphones.

Two additional rooms that can hold twenty people each.

One Hundred and ten (110) pigeonholes.

## **G. AUXILIARY EQUIPMENT**

- Three (3) high-capacity photocopiers, preferably with automatic sorter and collator, and a small low-speed photocopy machine.
- Recording equipment in the main meeting room
- Name plates with the names of the Member countries, Associate Members, observers, international organizations, OAS and guest institutions.
- Office for the meeting chair, the Executive Secretary of CITEC and the General Coordinator from headquarters.
- Fifteen (15) computers with adequate software such as for example: WordPerfect 5.1 and other usual software such as Windows or MS-DOS.
  - . One for registration of participants.
  - . Five (5) for typists.
  - . Four (4) for translators/reviewers.
  - . Two (2) for the drafting group of the Final Report.
  - . One (1) for the document coordinator.
  - . One (1) for the general coordinator of the meeting
  - . One (1) for the Executive Secretary

An adequate number of (Laser) printers

## **H. OFFICE MATERIALS AND SUPPLIES**

- Letterheads paper (quantity will depend on the estimated number of documents).
- 150,000 sheets of letter-size photocopy paper (amount may vary depending on the estimated number of documents).
- Office supplies (paper, staplers, scissors, pencils, pens, rulers, erasers, envelopes, etc.).
- Telephone and facsimile equipment with automatic international dialing, for use by the meeting chair and the Executive Secretary.

---

<sup>1</sup>

Provided the non-occurrence of simultaneous meetings requiring interpretation.

This list will be complemented by the Executive Secretariat with the elements deemed advisable.

#### **DECISION COM/CITEL 4/94**

#### **INVITATION TO THE CHAIRMAN AND VICE-CHAIRMAN OF THE AD-HOC GROUP ON REGIONAL TELECOMMUNICATIONS DEVELOPMENT TO THE MEETINGS OF THE STEERING COMMITTEE**

Pursuant to Resolution CITEL-8/94, the Steering Committee is formed by the Chairman and Vice-Chairman of COM/CITEL and the Chairpersons of each PCC. However, the Plenary decided to invite the Chairman and Vice-Chairman of the Working Group on Regional Telecommunications Development to participate in the meetings of the Steering Committee.

#### **DECISION COM/CITEL 5/94**

#### **FURTHERANCE OF PARTICIPATION BY ASSOCIATE MEMBERS**

The Executive Secretary will forward the attached information to the Member States for the purposes of its being disseminated among any parties wishing to participate in CITEL work as Associate Members, (as, for instance, University graduates associations, chambers of industries and trades, Universities, etc.).

#### **ANNEX TO DECISION COM/CITEL 5/94**

#### **WHAT IS CITEL?**

The Inter-American Telecommunications Commission (CITEL) is an entity of the Organization of American States. Its purpose is to facilitate and promote, by all means available to it the continuing development of telecommunications in the Americas, along with the existence of appropriate telecommunications for the process of regional development.

#### **WHAT ARE THE PERMANENT CONSULTATIVE COMMITTEES? WHAT IS THEIR PURPOSE?**

The Permanent Consultative Committees (PCCs) are Working Committees responsible for furthering CITEL's ends. There are three PCCs, respectively responsible for: Public Telecommunication Services (PCC.I), Broadcasting (PCC.II), and Radiocommunications (PCC.III).

The purpose of the PCCs is to provide advice to all regional telecommunications entities in matters relevant to their respective areas of competence.

#### **WHO PARTICIPATES IN THE PCCs?**

CITEL Member States (which are all OAS Member States) and American States which, although not OAS Members, have been accepted in accordance with the pertinent statutes. Associate Members also participate.

### **WHO MAY BE ASSOCIATE MEMBERS?**

Associate Membership on a Permanent Consultative Committee (PCC) of the Inter-American Telecommunications Commission (CITEL) is open to any recognized operating agency, scientific or industrial organization, or financial or development institution related to the telecommunications industry, that has a legal personality, provided such Membership is approved by the corresponding CITEL Member State (i.e., the country where the entity was incorporated or has its principal office).

### **WHAT ARE THE BENEFITS OF ASSOCIATE MEMBERSHIP?**

Access to abundant first-hand strategic information on such matters as the state of telecommunications in the countries, development and investment needs, and project initiatives (not yet announced) of interest to associate members.

Opportunity to increase their presence in the countries of the Americas by associating with CITEL, which enjoys a solid reputation for impartiality and the confidence of decision makers at the national level.

A forum that makes possible full participation in, and contribution to, the development of programs and projects in the Americas.

An unparalleled opportunity to joint participation with those who make decision and those who participate in the decision-making processes for national telecommunications policies.

The opportunity to establish a close relationship with key players in telecommunications in the Americas.

### **HOW DO ASSOCIATE MEMBERS PARTICIPATE?**

Associate Members of a PCC may participate fully in all the activities of that PCC, with voice but without vote. They may present technical papers and receive the documents of that PCC (i.e. they may contribute proposals and participate in the formulation of the PCC's decisions and plans of action).

Furthermore, when authorized in writing by a duly designated governmental representative of a Member State which is a Member of a PCC an Associate Member may, in that PCC and on behalf of and in representation of that state: (1) vote, (2) submit papers, and (3) propose to include topics on the PCC's agenda.

### **DOES IT COST TO BE AN ASSOCIATE MEMBER?**

Associate Members share in the cost of operation of the PCC in which they participate, voluntarily choosing a contributory level. The contributory level is based on an "unit" scale. The smallest share is "one" unit. The monetary value of the unit is one thousand United States dollars (US\$ 1,000.00) and covers membership prorated for one calendar year. Associate Members

choose the units of their contribution as they see fit.

### **HOW DOES ONE APPLY TO BECOME AN ASSOCIATE MEMBER?**

Applications must be forwarded to the Member State belonging to the respective PCC, together with an indication of the elected contributory unit and the pertinent information of a contact person to whom procedural information may be sent. The corresponding Member State shall be responsible for examining and approving such applications based on such criteria or procedures for sponsoring Associate Members as it deems appropriate.

In case the application is approved the Member State will notify the Executive Secretary its approval of the application, indicating the elected contributory unit and the pertinent information of the contact person to whom procedural information may be sent.

### **WHO NOTIFIES THE APPLICANT OF ITS ACCEPTANCE?**

The Executive Secretary will notify the entity of the decision taken with respect to its application and the procedures which Associate Membership entails. Also, will notify the Chairman of COM/CITEL and the Chairman of the respective PCC about the admission of the entity.

### **AND IF AN ASSOCIATE MEMBER WISHES TO RENOUNCE?**

Any Associate Member may renounce membership in any PCC by written notification of such intent to the Executive Secretary. Such renunciation will become effective 90 days following the date of notification. In such a case Membership fees will be prorated on a yearly basis.

### **WHICH ARE THE PCCs MANDATES?**

#### **Permanent Consultative Committee I: Public Telecommunication Services**

##### Mandate

To promote and watch over the integration and strengthening of Networks and Public Telecommunication Services operating in the countries of the Americas, taking into account the need for modernization of Networks and promotion of universal telephone basic services, as well as for increasing the public availability of specialized services, and the promotion of the use of international ITU Standards and Radio Regulations.

#### **Permanent Consultative Committee II: Broadcasting**

##### Mandate

To stimulate and encourage the regional presence of Broadcasting Stations, promoting the use of modern technologies and improving the public availability of such communication media, including audio and video systems, and the promotion of the use of international ITU Standards and Radio Regulations.

#### **Permanent Consultative Committee III: Radiocommunications**

##### Mandate

To promote the harmonization of Radiocommunication Services bearing especially in mind the need for a reduction to the minimum of those factors that may cause harmful interferences in

the performance and operation of networks and services. To promote the use of modern technologies and the application of the ITU Radiocommunication Regulations and Standards.

APPLICATION FORM FOR  
ASSOCIATE MEMBERSHIP ON PCCs - CITEL

To become an Associate Member of one or more Permanent Consultative Committees, the applicant must complete this form and send it to the Member State belonging to the respective PCC.

International and Regional Organizations should send this form directly to the Executive Secretary.

Executive Secretary  
Inter-American Telecommunications Commission  
1889 F. Street, N.W. Room 100-A  
Washington, D.C. 20006  
United States of America  
Tel.: (202) 458-3004  
Fax.: (202) 458-6854

**APPLICATION FORM FOR ASSOCIATE MEMBERSHIP ON PCCs OF CITEL**

CITEL Member State: \_\_\_\_\_

Date: \_\_\_\_\_

Name of company/organization/entity applying for Associate Membership:  
\_\_\_\_\_  
\_\_\_\_\_

Permanent Consultative Committee on which Associate Membership is sought:  
\_\_\_\_\_  
\_\_\_\_\_

Number of contributory units chosen for each Permanent Consultative Committee on which Membership is sought:  
\_\_\_\_\_  
\_\_\_\_\_

Person authorized to submit application on behalf of company/organization/entity:

Name: \_\_\_\_\_

Position: \_\_\_\_\_

Address: \_\_\_\_\_  
\_\_\_\_\_

Telephone: \_\_\_\_\_ Fax: \_\_\_\_\_

Signature: \_\_\_\_\_

Authority responsible for the telecommunications administration approving the applicant's participation as an Associate Member:

Name: \_\_\_\_\_

Position: \_\_\_\_\_

Signature:

