



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

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

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**31 MEETING OF THE PERMANENT  
EXECUTIVE COMMITTEE OF CITEL (COM/CITEL)  
December 7 & 8, 2015  
Santo Domingo, Dominican Republic**

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**FINAL REPORT**

**(Item on the Agenda: 16)**

**(Document submitted by the Drafting Group)**

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## FINAL REPORT

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

The 31 Meeting of the Permanent Executive Committee of CITEL (COM/CITEL) was held in Santo Domingo, Dominican Republic, December 7 & 8, 2015.

#### I. AGENDA<sup>1</sup>

- 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.
  - 5.5 Working Group to review and propose updates to the Statute and Regulations in accordance with subparagraphs (e) and (g) of Article 17, “Functions of COM/CITEL,” of the Statute regarding the financial, legal, and operational issues arising from remote participation and increased participation in decision-making meetings of CITEL.
  - 5.6 Ad Hoc Group for the development of new procedures for elaboration, discussion, adoption and presentation of inter-american proposals.
  - 5.7 Ad Hoc Group to determine a new methodology to set the value of the contributory units paid by the associate members of CITEL.
- 6 Approval of the annual report on the activities of CITEL.
- 7 2015 CITEL financial report.
- 8 Approval of the 2016 Operations Plan (activities, budget, and meeting scheduling for 2016).
- 9 Joint CITEL/ITU activities in the region.
- 10 Report of the Seventh Summit of the Americas “Prosperity with Equity: The Challenge of Cooperation in the Americas” (Panama city, Panama, April 10 and 11, 2015).
- 11 Proposed amendments of the CITEL Statute and Regulations.
- 12 Study of OAS General Assembly resolutions affecting CITEL.

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<sup>1</sup> COM/CITEL/doc.1655/15

- 13 Report on the situation of CITELE's cooperation agreements.
- 14 Date, agenda, and venue of the next meeting.
- 15 Other business.
- 16 Adoption of the minutes and Final Report of the meeting.

## **II. AUTHORITIES OF THE MEETING**

**Chair of COM/CITEL:** Ms. Amparo Arango, on behalf of Mr. Gedeón Santos (Dominican Republic)

**Executive Secretary of CITEL:** Mr. Oscar León (OAS)

### **Committee for Drafting the Final Report:**

Dominican Republic: Mr. Javier García and Ms. Ana De Jesús

United States of America: Mr. Jonathan Siverling

### **Participants:**

#### **a. Members states of COM/CITEL:**

Argentina, Canada, Colombia, Costa Rica, Dominican Republic, Mexico, Paraguay, United States of America, Uruguay.

#### **b. International organizations:**

Regional Technical Telecommunications Commission for Central America (COMTELCA)

Internet Corporation for Assigned Names and Numbers (ICANN)

International Telecommunication Union (ITU)

#### **c. Associate members of CITEL:**

**Mexico:** Ericsson Telecom

**United States of America:** Qualcomm

### III. RESOLUTIONS

#### COM/CITEL/RES. 266 (XXXI-15)<sup>2</sup>

##### ADDITIONAL RESOURCES FOR THE CITEL STRATEGIC PLAN

The 31 Meeting of the Permanent Executive Committee of CITEL, COM/CITEL,

#### RECOGNIZING:

- a) That the Inter-American Telecommunication Commission (CITEL) is an entity of the Organization of American States, established by the General Assembly in accordance with Article 53 of the Charter of the Organization; and inter-governmental organization whose purpose must always be to pursue the overall interest; when seeking funding through external resources, both from the Administrations, as well as the Associate Members, the Executive Secretariat of CITEL shall preserve such condition in order to defend the fundamental pillars of the OAS and the development of telecommunications / ICT in the Region of the Americas;
- b) That, in accordance with Article 1 of the Statute of CITEL, CITEL has the mission to facilitate and promote the integral and sustainable development of interoperable, innovative and reliable telecommunications/ICTs in the Americas, under the principles of universality, equity and affordability. In addition, Article 1 of the Statute establishes that the vision of CITEL is the full integration of the American States into the Global Information Society, with a view to enabling and accelerating social, economic and environmentally sustainable development for all the region's inhabitants through the development of telecommunications and information and communication technologies (ICTs),
- c) That, in accordance with Article 25 of the Statute of CITEL, the Secretariat is the central and permanent administrative organ of CITEL. It is responsible for the coordination of the administrative services required for implementing the decisions of the CITEL Assembly, COM/CITEL, and the Permanent Consultative Committees, and it shall perform such other functions as are assigned by those bodies:
- d) That giving greater technical and operational responsibilities to the Secretariat of CITEL can help the countries of the Americas to improve and accelerate their development and social integration, strengthen their infrastructure, drive economic growth, reduce poverty, improve education, guarantee security, and reduce and manage environmental risks through the access and use of information and communication technologies, achieving greater social inclusion and better quality of life for our peoples; and
- e) That the Secretariat of CITEL has the technical capability to better promote the strategic goals of CITEL, in accordance with its Strategic Action Plan, by means of a more intensive application of the telecommunications/ICT component, through greater participation in programs, projects and activities already underway, and with new initiatives based on the current and future needs of the Member States of CITEL,

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<sup>2</sup> COM/CITEL/doc. 040/15 rev. 3

## **CONSIDERING:**

- a) That, in accordance with the 2014-2018 Strategic Plan of CITELE, adopted by the Assembly of CITELE by means of Resolution CITELE RES. 70 (VI-14) during its Sixth Regular Meeting, CITELE's strategic goals include: (1) Encouraging the development of interoperable telecommunication/ICTs in the Americas, including infrastructure, services, equipment and devices; (2) Promoting initiatives to expand the use/adoption/penetration of telecommunication/ICTs in the Americas; (3) Fostering inclusiveness and affordability of telecommunication/ICTs and reducing the digital divide in the Americas; (4) Promoting the development of a harmonized telecommunication/ICTs environment in the Americas; (5) Promoting greater and more active participation by the Member States of CITELE and all actors of the telecommunication/ICT sector in the activities of CITELE; and (6) Ensuring that the Organization continue to contribute with financial and non-financial resources to the sustainability of CITELE;
- b) That the use of telecommunications/ICTs is cross-cutting to the four pillars of the Organization: democracy, human rights, integral development, and multidimensional security, and that CITELE must facilitate and promote their development in the region through these pillars;
- c) That CITELE can be positioned by driving and strengthening cooperation before the technical and political bodies of the Organization, generating a tangible impact regarding the usefulness and importance of telecommunications/ICTs in the different areas;
- d) That CITELE faces the challenge of reaching those who are not connected, especially the least developed countries, developing countries and those countries most in need in the region, with the purpose of bridging the digital divide;
- e) That promoting the development, coordination and implementation of strategies and projects in the Member States, access to and use of telecommunications/ICTs can be expanded or implemented in those that are not connected yet, with the support and participation of CITELE members, international organizations, the public and private sectors, academia and civil society, in order to achieve greater social inclusion and improve the quality of life of our peoples; and
- f) That leveraging telecommunications/ICTs within the framework of poverty reduction programs has allowed the democratization and socialization of their use, the aim being to move from an Information Society to a Knowledge Society in the Americas,

## **RESOLVES:**

- 1) To instruct the Executive Secretary of CITELE to redouble efforts in order to mobilize external resources in the implementation of the CITELE mandates.
- 2) To urge the Member States of COM/CITELE to contribute to the mobilization of resources in order to mitigate the financial vulnerability of CITELE.
- 3) To request the Executive Secretary of CITELE to use existing resources -or those obtained in accordance with the previous points under *resolves*- to provide technical assistance to existing programs, projects and activities, as well as any new telecommunications/ICT initiatives, with the aim of promoting the strategic goals of CITELE according to its Strategic Action Plan , and to help the countries of the region search for solutions to their obstacles and challenges with respect to social innovation.

**COM/CITEL/RES. 267 (XXXI-15)<sup>3</sup>**

**ELABORATION OF A NEW RESOLUTION FOR THE DEVELOPMENT OF NEW PROCEDURES FOR THE ELABORATION, DISCUSSION, ADOPTION AND PRESENTATION OF INTER-AMERICAN PROPOSALS (IAPs) TO THE ITU**

The 31 Meeting of the Permanent Executive Committee of CITEL, COM/CITEL,

**CONSIDERING:**

- a) The substantial work undertaken by the Ad Hoc Group for the development of new procedures for the elaboration, discussion, adoption and presentation of Inter-American Proposals (IAPs) to ITU Conferences and Assemblies.
- b) That the Ad Hoc Group requires additional work and consultations in order to present a final draft version of the said resolution to the 32 Meeting of COM/CITEL in 2016.
- c) That the 31 Meeting of COM/CITEL recognizes that the existing procedures and guidelines for the elaboration, discussion, adoption and presentation of IAPs for the WTSA, WTDC, and WCIT remain the purview of PCC.I, while IAPs for WRC remain the purview of PCC.II.
- d) That the existing procedures and guidelines for the elaboration, discussion, adoption and presentation of IAPs for WRC do not include procedures for the Radiocommunication Assemblies (RA).

**RESOLVES:**

- 1. To request the Ad Hoc Group to continue working on the elaboration of a new resolution for the development of new procedures for the elaboration, discussion, adoption and presentation of Inter-American Proposals (IAPs) to the ITU.
- 2. To request the Ad Hoc Group to conduct a series of teleconferences between January and October 2016 to finalize the work, and keep COM/CITEL duly informed.
- 3. To instruct PCC.II to adopt procedures and guidelines for the elaboration, discussion, and submission of IAPs for the ITU Radiocommunication Assemblies (RA). In the event that no such procedures are adopted by the PCC.II before the next RA, the existing procedures for WRC will apply.
- 4. To instruct the CITEL Secretariat to provide the Ad Hoc group with the support required, and inform the PCCs on the adoption of this Resolution.

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<sup>3</sup> COM/CITEL/doc. 045/15 rev. 2

**COM/CITEL/RES. 268 (XXXI-15)<sup>4</sup>**

**SUPPORT FROM CITEL FOR THE IMPLEMENTATION OF THE OUTCOMES OF THE SEVENTH SUMMIT OF THE AMERICAS**

The 31 Meeting of the Permanent Executive Committee, (COM/CITEL),

**CONSIDERING:**

a) That by Resolution COM/CITEL Res. 242 (XXV-11), “Contribution by CITEL to the Sixth Summit of the Americas,” the Permanent Executive Committee of CITEL invited the member states of the Inter-American Telecommunications Commission (CITEL) to forward to the National Coordinator of the Seventh Summit of the Americas documents arising from different CITEL meetings that reflected the positive impact of telecommunications and of information and communication technologies (ICTs) on matters of high importance to the region, such as social inclusion, citizen security, natural-disaster prevention and mitigation, and promotion of access to and use of technology;

b) That by Resolutions AG/RES. 2765 (XLIII-O/13), “Support from CITEL for the Implementation of the Outcomes of the Sixth Summit of the Americas and the High-Level World Conferences held in 2012 and in Preparation for International Telecommunication Events for the 2013-2014 Cycle” and AG/RES. 2859 (XLIV-O/14), “Telecommunications/Information and Communications Technologies for Development”, the OAS General Assembly expressed its support for the continued work of CITEL as the OAS’ leading advisory body in all matters relating to telecommunications/ICT in the Hemisphere and a reference point in the Americas with regard to the Information Society, emphasizing the core competencies of CITEL in the field of ICTs, and urging CITEL to promote the development, coordination, and implementation of strategies, as applicable, to expand the use of ICTs in accordance with commitments undertaken at the Sixth Summit of the Americas;

c) That the Seventh Summit of the Americas was held in Panama City, Panama from April 10-11, 2015, under the theme “Prosperity with Equity: The Challenge of Cooperation in the Americas,” one of whose mandates highlighted the need for it to be “equitable, pluralistic, broad, secure, and reliable access to new information and communication technologies” to promote citizen participation, AND increasing by 2025 “broadband access to overcome the digital gap” as well as “investment in infrastructure and its effectiveness” as some of the main commitments and mandates of the Seventh Summit of the Americas, AND that these are directly related to the work of CITEL;

d) That the Heads of State and Government, at the Seventh Summit of the Americas, entrust the inter-American organizations and institutions to cooperate and coordinate as extensively as they can in implementing the mandates contained in the Mandates for Action;

**RECOGNIZING:**

a) That while in recent years considerable progress has been made in access to information and communications technologies, the digital divide persists in many Member States,

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<sup>4</sup> COM/CITEL/doc. 042/15 rev. 3

- b) That telecommunications/ICTs are the most efficient and effective instruments to expand access to information and education for all and to allow for freedom of speech and expression, which are essential components to the promotion of democracy, the defense of human rights, the assurance of security and the fostering of integral development and prosperity in the hemisphere, the four pillars of the Organization of American States (OAS),
- c) That promoting access to broadband and increasing adoption of broadband services and deployment of broadband infrastructure is essential to reduce the digital divide and technological gap within societies in the Hemisphere,
- d) That CITELE has worked in several priority activities for the period 2010-2015 that have directly contributed to the implementation of the four pillars of the OAS and the mandates of the Sixth and Seventh Summit of the Americas, including calling for greater investment in broadband infrastructure and promoting access to broadband for social inclusion, promoting greater international cooperation in ensuring the security and robustness of international telecommunications networks; improving access to and use of ICT for emergency services, education and other e-services while allowing for greater citizen participation, as well as exploring new technologies to bridge the digital and technological gap.
- e) That the recently announced Global Connect Initiative whose goal it is to catalyze multistakeholder efforts to bring 1.5 billion new Internet users online by 2020, is consistent with the goal of the Seventh Summit of the Americas to promote access to broadband for societies in the Hemisphere.

**RESOLVES:**

1. To invite Member States to participate actively in the activities of CITELE related to the implementation of the Mandates of Action of the Seventh Summit of the Americas.
2. To invite member states, to forward to the National Coordinator of the Summit of the Americas, documents arising from different CITELE meetings and events that reflect the impact and advances made toward implementation of the Mandates of Action of the Seventh Summit of the Americas, in particular with respect to broadband access, investment in broadband infrastructure.
3. To promote, within the framework and work plan(s) of the appropriate CITELE working group(s), the access and increase in adoption of broadband services, deployment of broadband services and investment in broadband infrastructure.
4. To support Global Connect efforts to catalyze multi-stakeholder initiatives to bring 1.5 billion new Internet users online by 2020, including its principles to achieve Internet connectivity.
5. To request the Executive Secretary of CITELE to submit a report to the OAS General Assembly at its next regular session on the implementation of this resolution.

**COM/CITEL/RES. 269 (XXXI-15)<sup>5</sup>**

**SANTO DOMINGO COMMITMENT**

The 31 Meeting of the Permanent Executive Committee of CITEL, COM/CITEL,

**CONSIDERING**

- a) That CITEL is the advisory body of the Organization of American States (OAS) on issues related with telecommunications/ICT, with the mission of promoting the comprehensive and sustainable development of telecommunications/ITC in the hemisphere;
- b) That the Statute of CITEL foresees among its specific roles promoting the coordination of positions for the Member States at the different international telecommunications/ICT conferences, assemblies and forums;
- c) That during the Conference of Plenipotentiaries of the International Telecommunications Union (ITU) the election takes place of the Secretary General, the Vice Secretary General, the Bureau Directors of the Sectors of Radio-communications (RB), Standardization (TSB) and Development of Telecommunications (BDT), as well as the members of the Radio-communications Ruling Board (RBB);
- d) That the Conference of Plenipotentiaries, at the time of an election, must take into account the equal geographic distribution among the different regions of the world; as well as gender equality.

**RESOLVES:**

1. To approve the Santo Domingo Commitment that is attached to this Resolution.

**ANNEX TO RESOLUTION COM/CITEL/RES. 269 (XXXI-15)**

**8 December 2015**

The Member States of OAS/CITEL, agree:

That it is crucial to continue reinforcing the coordination between the International Telecommunications Union (ITU) and the Region of the Americas.

The ITU, for its part, should promote at the international level the adoption of a wider approach to the issue of telecommunications/ITC, based on the globalization of the economy and the information society, cooperating to that effect with other global and regional inter-governmental organizations and with non-governmental organizations with an interest in telecommunications.

That the benefits contributed by telecommunications/ITC to the population show the need to increase their availability in the countries of the Region of the Americas.

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<sup>5</sup> COM/CITEL/doc. 020/15 rev. 4

That all the Member States of the International Telecommunications Union (ITU) have the right to participate in the Conferences, to be eligible for the Board and to submit candidates for the election positions of Union officers and of the members of the Radio-communications Ruling Board.

That regional presence is a tool of CITELE to work as close as possible with its Members, to act as a channel for the dissemination of information on its activities, establish closer links with other regional, sub regional and global organizations, as well as with ITU in order to provide technical assistance to those countries specially needing it.

That the election of candidates from the Region of the Americas in the ITU High Level positions will favor the visibility and the cooperation among the Member States of CITELE and thus will benefit the development of telecommunications infrastructure, reduce the digital gap and increase ownership of the telecommunications/ITC in the region.

That in order to achieve this goal, it is crucial to have consensus candidacies that represent the interests of the Region of the Americas, but at the same time share as their main objective the importance of being represented in ITU; in compliance with an equal geographic distribution, and to represent all its member States.

That the Member States agree to establish the appropriate mechanisms to define candidacies and modalities of support to the candidates of the region throughout the promotion campaign and prior to the elections considering each CITELE administration interests within the framework of complete consensus.

#### **COM/CITELE/RES. 270 (XXXI-15)<sup>6</sup>**

### **REMOTE PARTICIPATION OF CARIBBEAN MEMBER STATES IN MEETINGS OF THE PERMANENT CONSULTATIVE COMMITTEES (PCC) OF CITELE**

The 31 Meeting of the Permanent Executive Committee of CITELE, COM/CITELE,

#### **CONSIDERING:**

- a) That the Inter-American Telecommunication Commission (CITELE) is the advisory body of the Organization of American States (OAS) in all matters related to telecommunications/ICTs in the hemisphere;
- b) That the vision and goals of CITELE are aimed at the integration of the Member States in the Information Society through the development of telecommunications/ICTs, facilitating and promoting their continuous development in the interest of sustainable development with particular attention on underserved areas in the Region;
- c) That the Strategic Plan for the 2014-2018 period, approved during the 6th Regular Meeting of the Assembly of CITELE held in 2014, establishes as strategic goal of CITELE "*Promoting greater and more active participation by the Member States of CITELE and all actors of the telecommunication/ICT sector in*

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<sup>6</sup> COM/CITELE/doc. 010/15 rev. 2

*the activities of CITEL" and as specific goal "Increasing member participation in the activities of CITEL and increase Associate Members";*

d) That the functions of CITEL include identifying mechanisms to encourage participation by all Member States in the meetings of CITEL, and to increase the number of Associate Members;

e) That remote participation has been recognized by CITEL as an effective mechanism to promote more attendance by Member States in the meetings of CITEL<sup>7</sup>;

f) That, in accordance with paragraph 3 of Article 90 of the Regulations of CITEL, approved during the Fourth Plenary Session of the XLIV General Assembly of the Organization of American States (OAS), Permanent Consultative Committees (PCCs) may approve resolutions, decisions or recommendations by electronic means by applying the procedures established by the COM/CITEL;

g) That paragraph 10 of Article 96 of the aforementioned Regulations establishes that the PCC Plenary will adopt the recommendations or resolutions of the working groups by consensus and with the presence of at least one third of the Members. These measures may also be adopted by electronic means, provided there are no negative responses;

h) That it is appropriate to take action to foster and encourage the participation of Member States that do not attend the face-to-face meetings of the Permanent Consultative Committees (PCCs) in the activities of CITEL through the use of electronic means;

#### **RECOGNIZING:**

1. The needs to promote the participation of Member States from the Caribbean that do not participate in the PCC meetings in the activities of CITEL.

2. The interest of these Member States to participate in the discussions that take place in an international forum on relevant aspects for the development of telecommunications in the Region;

3. The importance and the need to increase the participation of Member States by bringing them closer and involving them in the activities of CITEL;

4. The development of procedures, mechanisms and working methods related to the use of electronic media will help facilitate and broaden the participation, as stakeholders, of those Member States that cannot attend face-to-face PCC meetings in the activities of CITEL;

5. Active, increased participation by Member States in the activities of CITEL will contribute to strengthen, consolidate and position CITEL

#### **RESOLVES:**

1. To instruct the Executive Secretary of CITEL to coordinate with the host countries of upcoming PCC meetings in order to organize pilot sessions during which the following guidelines are implemented, to the extent it is able:

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<sup>7</sup> CITEL Resolution RES.71 (VI-14) - Creation of a working group to consider amendments to the Statute and Regulations of CITEL to include remote participation and increase participation in the meetings of CITEL.

- a. To implement any technical facilities deemed necessary for the remote participation by electronic means.
- b. To enable the countries to participate using this modality.
- c. To provide suitable training on the use of electronic means.
- d. To promote equal treatment of all participants, taking into account aspects such as simultaneous interpretation and the possibility of interventions.
- e. To implement a registry for the accreditation of official (or officials) representing their country by means of remote participation.
- f. To invite especially those countries that have not participated in the PCC activities to link up with such activities using electronic means.

**COM/CITEL/RES. 271 (XXXI-15)<sup>8</sup>**

**CITEL PROGRAM OF TELECOMMUNICATION COURSES FOR 2016**

The 31 Meeting of the Permanent Executive Committee of CITEL, COM/CITEL,

**CONSIDERING:**

- a) The report of the Coordination Center for the Development of Human Resources on the results of the 2015 CITEL training program;
- b) That the results of the OAS Professional Development Program Competition are still not available, and neither is information on the available scholarship budget for 2016,

**RECOGNIZING:**

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

**RESOLVES:**

1. To send to the Member States a survey on training priorities for 2016, which is found in Annex 4 of the Report of the Coordination for Human Resource Development, requesting a response before January 31, 2016.
2. To authorize the Coordination Center for Human Resource Development to: (a) select, based on the available scholarship budget, those courses with higher training priority according to the Member States; (b) schedule the course dates in compliance with the rules of the OAS.
3. To establish that, in the event the Department of Human Resources of the Organization of American States (OAS) issues an invitation to participate in the Competition for the 2016 Professional Development Scholarships Program, the Coordination Center would participate in those cases where the Institutes are interested in sharing scholarship costs under the conditions of the OAS.

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<sup>8</sup> COM/CITEL/doc. 036/15

4. To authorize the Coordination, if possible, to reallocate the scholarships amounts awarded in case the evaluation materials and draft invitation are not ready at least three months in advance of the scheduled start of the course.
5. To thank the Department of Human Resources of the OAS for the ongoing and excellent support provided in disseminating the course offerings of CITEL, requesting that utmost priority be given to this training, taking into account the recognized contribution of telecommunications/information and communication technologies (ICTs) to sustainable development and poverty reduction.
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, corresponding to 50% of the registration fee.
  - That 10% of the total amount collected as registration fees from all participants in the online courses delivered by OAS/CITEL will be deposited in a specific scholarship funds account, which will be utilized as a reserve (seed) fund budget for the course program in coming years, and whose 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 ask the Secretariat of CITEL to liaise with bodies that offer training in telecommunication/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 to be offered for the 2016 course program, so as to not miss the opportunity being offered.

**INSTRUCTS THE EXECUTIVE SECRETARY TO:**

1. Support the Coordination Center for the Development of Human Resources in anything they need.
2. Perform as broad a dissemination of these courses as possible.

**COM/CITEL/RES. 272 (XXXI-15)<sup>9</sup>**

**DESIGNATION OF THE ADMINISTRATION OF PARAGUAY AS GENERAL COORDINATOR FOR THE DEVELOPMENT OF HUMAN RESOURCES**

The 31 Meeting of the Permanent Executive Committee of CITEL, COM/CITEL,

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<sup>9</sup> COM/CITEL/doc. 049/15 rev. 1

**CONSIDERING:**

- a) That by Resolution COM/CITEL RES.140 (XII-02), the administration of Uruguay was conferred the responsibility of General Coordination for the Development of Human Resources;
- b) That, according to what said Administration expressed, Budget limitations and constraints regarding the assignment of internal Human Resources have made it impossible for them to continue assuming this responsibility;

**RESOLVES:**

1. To confer on the Administration of Paraguay the responsibility of General Coordination for the Development of Human Resources, *ad referendum* of their official communication regarding their acceptance of it, which shall be communicated to the Executive Secretary of CITEL.
2. To thank the Administration of Uruguay for their leadership in directing this group.

**COM/CITEL/RES. 273 (XXXI-15)<sup>10</sup>**

**EXTENSION OF THE MANDATE OF THE AD HOC GROUP TO DETERMINE A NEW METHODOLOGY TO SET THE VALUE OF THE CONTRIBUTORY UNITS PAID THE ASSOCIATE MEMBERS OF CITEL**

The 31 Reunion of the Permanent Executive Committee of CITEL, COM/CITEL,

**CONSIDERING:**

- a) That, according to Article 24 of the Statute of CITEL, the entities, organizations, institutions, academia and inter-governmental organizations, international or regional, associated with the industry of telecommunications/ITC, could be able to become associate members of a Permanent Consultative Committee, as long as they have legal status in the member States of CITEL, or have the approval of a minimum of three Member States in the case of entities from States that are not members of CITEL. In addition, international or regional inter-governmental organization with multiple memberships of States of the Americas that is related to telecommunications/ICTs and has legal personality may become an associate member of a Permanent Consultative Committee with the approval of COM/CITEL;
- b) That, according to Article 29 of the Statute of CITEL, the fees of the associate members will be set according to the CITEL Regulations;

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<sup>10</sup> COM/CITEL/doc. 039/15 rev. 3

- c) That, according to Article 87 of the CITEL Regulations establishes two minimum levels of contribution according to the type of associate member: “one” unit for the associate members with legal status in one of the member states, and “one and a half” for the rest;
- d) That, as instructed by the Assembly of CITEL, COM/CITEL, by means of Resolution COM/CITEL RES. 263 (XXIX-14), approved the creation of an Ad-Hoc Group of COM/CITEL responsible for conducting a study on the new methodology to set the value of the contributory unit paid by the associate members of CITEL, which is open to all Member States of CITEL and chaired by the Administration of the Dominican Republic;
- e) That in compliance with its mandate, the Ad-Hoc group submitted to COM/CITEL the study requested (Appendix 1) and, in addition, based on a comparative analysis of other international telecommunication organizations, to review membership levels or contribution levels of the associate members as stated in Article 87 of the CITEL Regulations;
- f) That Article 17(g) of the Statute of CITEL allows COM/CITEL to adopt urgent measures that cannot be delayed until the next meeting of the Assembly of CITEL, which shall remain applicable until they can be considered by the Assembly of CITEL.

**RESOLVES:**

- 1. To extend the mandate of the Ad Hoc Group of COM/CITEL created by Resolution COM/CITEL RES. 263 (XXIX-14) to continue the study on the methodology for the calculation of the value of the contributory unit and to prepare a study to review the categories and corresponding membership fee levels of the associate members of CITEL, as stated in Article 87 of the CITEL Regulations, and submit the results in the next meeting of COM/CITEL.
- 2. To instruct the Chair of COM/CITEL to call an extraordinary meeting to submit the results of this study for consideration.

**ANNEX I TO RESOLUTION COM/CITEL/RES. 273 (XXXI-15)**

**DEVELOPMENT OF THE APPROACH FOR SETTING THE CONTRIBUTORY UNIT AMOUNT**

We recommend establishing an approach for setting the contributory unit amount to be paid by associate members of CITEL, which includes the following factors:

**I. Budget balances of the PCCs**

The budget balance of the PCCs over the past four years: taking into account these balances, determine whether there have been deficits or surpluses in the respective periods (including the need for extraordinary contributions by countries hosting Committee activities). According to this review, if the scenario shows a surplus in the balance, there would be no basis to support an increase in the contributory unit amount. However, if a deficit occurs, it would be advisable to consider it, together with other factors making up the approach.

The contribution amount (together with the number of associate members) predetermines the income for the following four years. Therefore, that quota should anticipate future costs of PCC events and activities. Accordingly, when considering quota changes, it is necessary to observe the cost trends for PCC activities and the budget outcomes obtained each year.

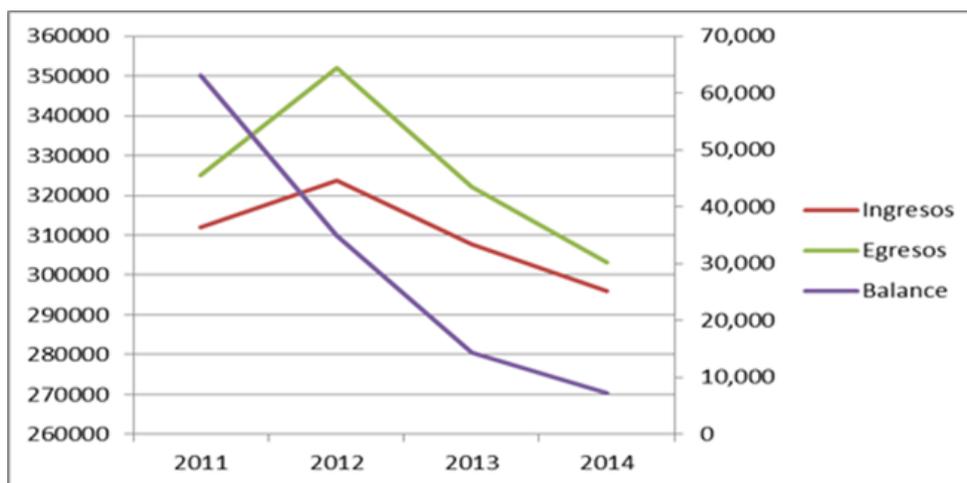
In 2011,<sup>11</sup> PCC activities began with a reserve of US\$ 5,645 for PCC.I and US\$ 70,621 for PCC.II, and revenues received from quota payments by associate members (PCC.I and PCC.II) amounted to US\$ 311,936, while expenses totaled US\$ 325,069. This deficit was offset by a decrease in PCC fund reserves.

In 2012,<sup>12</sup> associate member quotas totaled US\$ 323,764, expenses amounted to US\$ 351,962, and again the resulting deficit was financed with accumulated reserves.

Also in 2013,<sup>13</sup> CITEI received US\$ 306,513 from associate members, and collection of US\$ 9,905 was pending, while PCC activities reported a cost equivalent to US\$ 322,142.<sup>14</sup>

Finally, in 2014,<sup>15</sup> at December 31, 2014, CITEI received income from associate members equivalent to US\$ 296,019 (with US\$ 22,461 pending collection), while expenditures at December 31, 2014 amounted to US\$ 342,258.

The chart below shows the results of the period under review (2011 - Oct. 2014):<sup>16</sup>



Since the contributory unit amount is pre-established, it is reasonable to see that the outcomes of annual budget execution start with a surplus that is consumed annually, which translates into a deficit trend due to sustained increases in costs associated with inflation in different countries of the region.

<sup>11</sup> 2011 Annual Report of CITEI

<sup>12</sup> 2012 Annual Report CITEI

<sup>13</sup> 2013 Annual Report CITEI

<sup>14</sup> A difference was observed between the final balance at 12/31/12 and the initial balance to 01/01/13, equivalent to US\$ 3,697 in PCC.I and US\$ 2,303 in PCC.II, for a total of US\$ 6,000.

<sup>15</sup> 2014 Annual Report of CITEI and General Financial Report of CITEI for the period from January 1 to December 31, 2014.

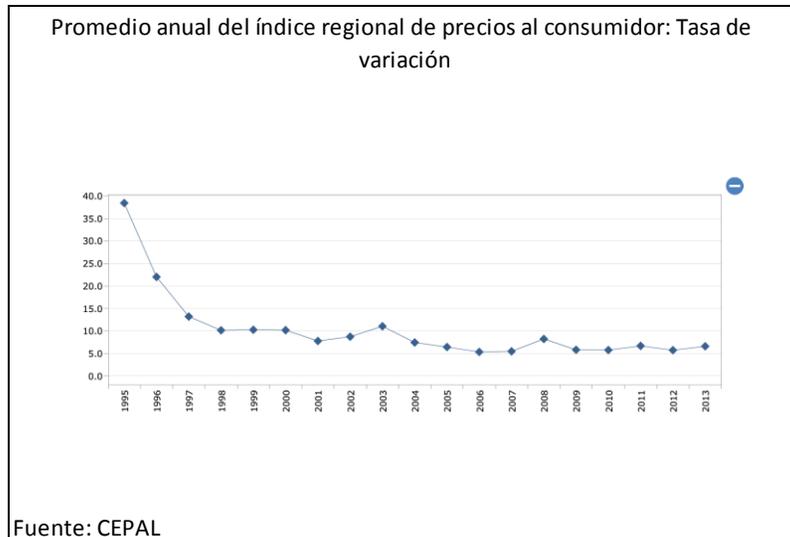
<sup>16</sup> In US dollars. The income and outlay amounts are reflected on the left side, and the final balance is reflected on the right. Source: Annual Reports of CITEI

For the 2011-2014 period, an average annual deficit of 4.6% was estimated, and increasing the contributory unit amount in 2014 seems justified. For the 2015-2018 period, this analysis should be included as part of the approach used when setting quota amounts for the 2019-2022 period.

## II. Real inflation in the region

Regional inflation adjusted for US dollar appreciation/depreciation: based on data and statistics provided by the United Nations Economic Commission for Latin America and the Caribbean (ECLAC) and the International Monetary Fund (IMF). This inflation indicator should be adjusted to the devaluation rates of local currencies relative to the US dollar, since the quota is set in US dollars and its purchasing power over time could be partially protected in times that see an appreciation in the value of that currency. The regional devaluation of the dollar will be deducted from regional inflation, which can be extrapolated from GDP data in local currencies and in dollars provided by ECLAC and the IMF.

Should inflation be high, the subsequent quota should be increased accordingly to prevent higher costs in the future, despite the fact that past inflation is not necessarily the best predictor of future inflation. If, on the contrary, the US dollar has a higher purchasing power in the region relative to experimental inflation, such an increase may not be necessary.



Name of country group	Indicator	Unit	2011	2012	2013	2014
Latin America and Caribbean	Inflation, average consumer prices	Percentage change	6,470	5,663	6,722	7,870

Source: IMF, World Economic Outlook Database, Oct. 2015

As a possible indicator for projecting future costs to be covered by associate member quotas, we recommend using the regional inflation of the immediately preceding one or two years. We believe that, as stated by the Brazilian delegation, “setting the contributory unit amount is a complex issue” that should be studied thoroughly and very critically. We also agree with Brazil’s emphasis that inflation rates in the United States “are not an ideal parameter, since most CITEL meetings took place outside the US in countries where inflation is generally higher than in the US. Moreover, the dollar purchasing power in

countries outside of the US fluctuates greatly depending on the exchange rate policies of each country.” Therefore, considering that CITELE is a regional organization, we suggest taking the regional inflation rate as the second variable in determining the approach for setting the contributory unit amount to be paid by associate members.

### III. CITELE Strategic Plan and Work Plan

The CITELE Strategic Plan and Work Plan: A larger agenda and increased activity may be associated with higher costs for development of meetings, especially for the translation of documents, among others. For practical purposes, this figure should be estimated based on assessments of strategic plans carried out every four years and the on the budgetary projections in the annual Work Plan following each CITELE Assembly that addresses whether to increase the contributory unit amount.

The Secretariat of CITELE should supply all Assemblies with a detailed report containing:

- The schedule of all meetings of international/regional ICT organizations in which the Secretariat of CITELE will participate (e.g., ITU Conferences/Assemblies/Meetings/Events) during the following four years, subject to available information;
- The schedule of all meetings and activities by all Committees of CITELE (i.e., COM/CITELE, PCC.I and PCC.II), taking into account the above calendar, for the following four years;
- The estimated costs of the two items mentioned above.
- This cost estimate should be part of calculating the contributory unit amount (CUA) during CITELE Assemblies.

### IV. Economic growth of the telecommunications sector in the region

This measure should consider the economic environment in which members move and their ability to absorb variations in quota amounts. Therefore, it is deemed prudent to consider this factor for at least the previous four years. In practice, one can take the cumulative GDP growth of the transport and communications sector as estimated by ECLAC for Latin America and Caribbean (LAC). Alternatively, one could use indicators from other agencies that include the economies of the United States and Canada.

According to current figures, the economic performance of the sector as measured by this indicator shows an insignificant growth rate (0.85%) from 2014 to 2010, as seen below:

#### LATIN AMERICA AND THE CARIBBEAN

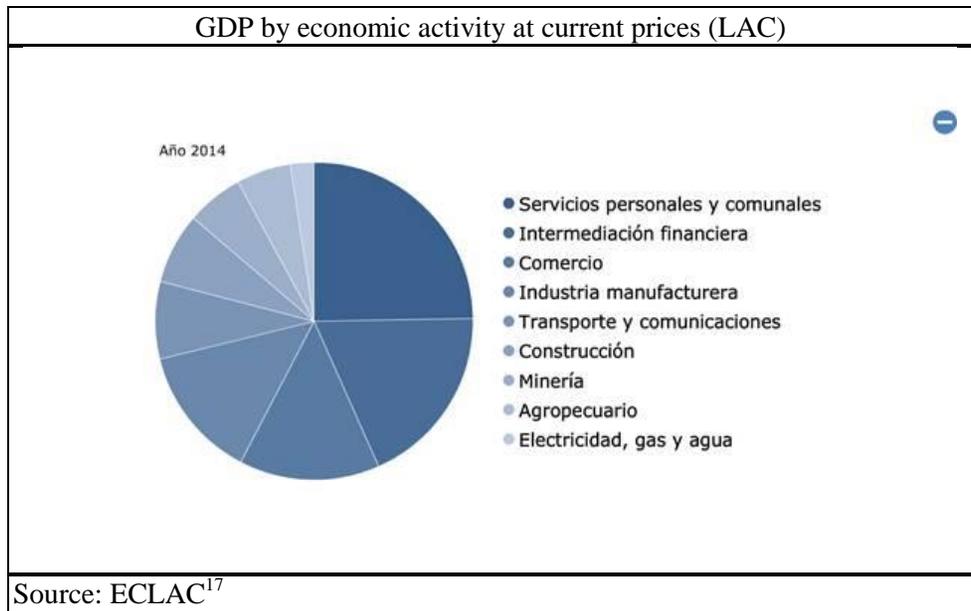
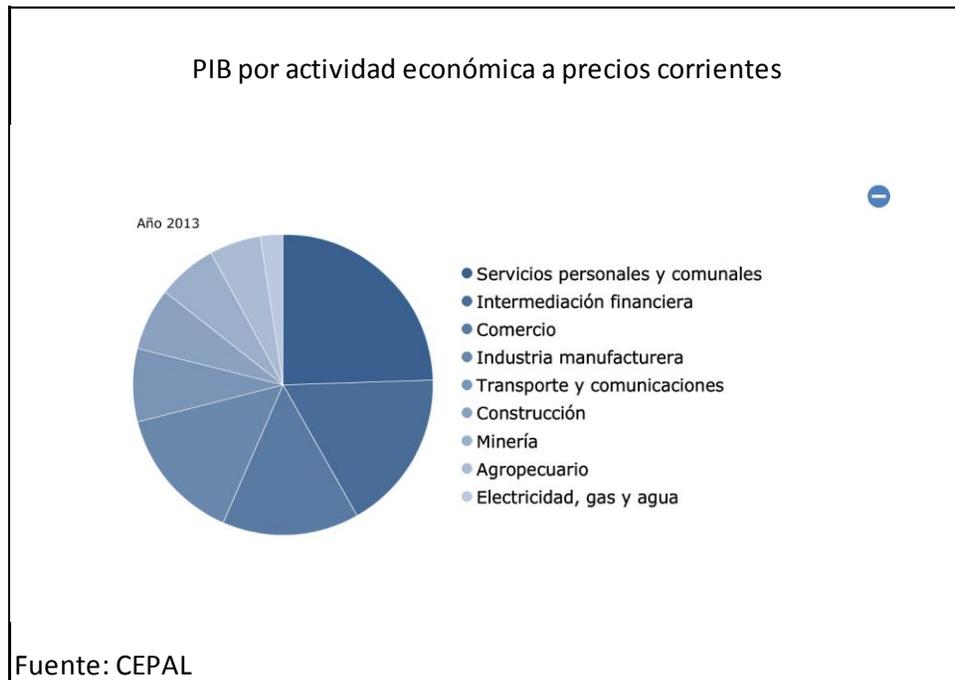
Annual GDP by economic activity at current prices in dollars (US\$ million)

Item	2010	2011	2012	2013	2014
Transport, storage and communications	367532.7	<b>399182.7</b>	<b>399110.8</b>	<b>407620.7</b>	<b>370617.1</b>
Transport and supplementary/ancillary activities	...	...	...	...	...
Mail and telecommunications	...	...	...	...	...
Gross domestic product (GDP)	5101682.5	5969320.1	6001746.2	6145219.0	6243338.7

Information reviewed at 03/NOV/2015

Sources: ECLAC: (Author's estimates based on official sources -

[http://estadisticas.cepal.org/cepalstat/WEB\\_CEPALSTAT/Portada.asp](http://estadisticas.cepal.org/cepalstat/WEB_CEPALSTAT/Portada.asp)



The four (4) criteria above could be stated in a formula such as the following:

$$VUC_{t1} = \left[ VUC_{t0} + \frac{\text{Déficit operativo}}{\text{Miembros Asociados}} + \frac{\text{Nuevos Proyectos}}{\text{Miembros Asociados}} \right] \times (1 + \text{Inflación región} - \text{devaluación dólar}) \times (1 + \text{crecimiento PIB telecom})$$

<sup>17</sup> Accessed at [http://estadisticas.cepal.org/cepalstat/web\\_cepalstat/Perfil\\_regional\\_economico.asp?idioma=i](http://estadisticas.cepal.org/cepalstat/web_cepalstat/Perfil_regional_economico.asp?idioma=i)

To illustrate, below is one way to apply the proposed formula, taking as an example the time when the new contributory unit amount (CUA) was adopted in 2014.

CUA Estimation Exercise		
2011 Contributory Unit Amount (CUA <sub>t0</sub> ) (1)		U \$ 3,000.00
2011-2014 Operating Deficit	~11,100 (average)	
Associate Members	111	
+Deficit/Members (2)		+ 100.00
2015-2018 Strategic Plan	~90,000 <sup>18</sup>	
Associate Members	111	
+New Projects/Members (3)		+ 810.81
Sub-total (1+2+3)		US\$ 3,910.81
Average inflation (2011-2014) <sup>19</sup>	13.36%	
Average dollar devaluation (2011-2014) <sup>20</sup>	1.84%	x (1+.1336-0.0184)
Subtotal* (1+inflation - devaluation)		US\$ 4,361.33
Sectoral Growth	0.84%	x (1+0.0084)
New Contributory Unit Amount (CUA <sub>t1</sub> )		<b>US\$ 4,397.97</b>

As part of the process of preparing this proposal, we consulted the basic texts of the International Telecommunication Union (ITU)<sup>21</sup> and recent resolutions of the PP-2014 related to the approach (formula, criteria, indicators) applied by the ITU to set quotas for members of the sectors. It is important to note that the ITU has a different membership structure from CITEL, both in terms of the categorization and the treatment accorded to members of the different sectors. This is the case for setting the different amounts that apply to members from the academia and the sector, depending on whether the organizations are in developed countries or in developing countries.<sup>22</sup>

Similarly, under Article 33 of the ITU Convention “*the ratio of the contributory unit to the expenses of each concerned sector shall be set at 1/5 of the contributory unit for Member States. These contributions are deemed Union revenues. They shall accrue interest in accordance with No. 474 above.*” From this provision, one can deduce the large difference between the structures of ITU and CITEL membership.

Also reviewed was the procedure shared by the Executive Secretary of CITEL, used by the Inter-American Committee on Ports (CIP), an entity of the OAS, which adopts the criterion of categorizing members by “size” (also mentioning adjustments by country of origin) to determine the quota amounts to be paid by its members. The table below shows the model used by the CIP, which should be discussed in greater depth in order to assess whether these criteria should be considered by CITEL.

<sup>18</sup> Extrapolated budget growth for the 2015 Work Plan and the amount executed in 2014.

<sup>19</sup> The accumulated inflation was taken from IMF data and divided in half.

<sup>20</sup> Estimated from the region's GDP measured in constant dollars and in current dollars. The difference between growth rates captures the nominal change in US dollar amounts (World Bank: <http://databank.worldbank.org/data/reports.aspx?source=world-development-indicators>).

<sup>21</sup> Set of basic texts of the International Telecommunication Union, adopted by the Plenipotentiary Conference, 2011 edition.

<sup>22</sup> Res. 169 rev. Busan, 2014, 2016 Plenipotentiary Conference of the ITU, Busan, Korea

Finally, we recognize that this Ad Hoc Group's final findings and recommendations should be studied along with other COM/CITEL initiatives, such as its plans to increase the membership of associate entities and possibly reviewing the categories of members defined in the statute and its regulations.

In this regard, ITU has a typology for classifying its associate members, which can serve as a reference point, but there should be a taxonomy to reflect the nature and economic conditions of the associate members, if possible. An associate member from the industrial sector, for example, is not the same as an institution from academic sector or regional network involved in telecommunications/ICT. Even a member of industry operating locally is not the same as a company with operations at a multinational scale.

We recommend that the Thirty-First Meeting of COM/CITEL create an Ad Hoc Group to study and prepare recommendations for the CITEL Assembly to set the different contributory unit amounts based on various categories, as described below.

Proposal 1 <sup>23</sup>	Proposal 2	Proposal 3
Quota Amount for Micro and Small Entities, the Academia and NGOs	Quota amount for entities based in developing countries <sup>24</sup>	Quota amount for the academia and NGOs
Quota Amount for Medium-sized Entities	Quota amount for entities based in developed countries	Quota amount for local companies
Quota Amount for Large Corporations		Quota amount for multinational corporations

### COM/CITEL/RES. 274 (XXXI-15)<sup>25</sup>

#### ADOPTION OF THE OPERATIONS PLAN FOR 2016

The 31 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 2016 contained in Annex 1 hereto.
- 2) To approve the draft program-budget for 2016 attached hereto as Annex 2.

<sup>23</sup> A model used by the Inter-American Committee on Ports, an advisory body of the OAS, with the exception that we added the academia in the first line.

<sup>24</sup> Using the United Nations classification.

<sup>25</sup> COM/CITEL/doc. 043/15 rev. 1

- 3) To instruct the Executive Secretary of CITEL to inform the Member States of any change in the circumstances affecting the budget for 2016 approved.

## ANNEX 1 TO RESOLUTION COM/CITEL/RES. 274 (XXXI-15)

### PRELIMINARY CALENDAR OF CITEL 2016

Meeting	Date	Venue
Advisory Group for Telecommunications Standardization	February 1 2016	Geneva, Switzerland
CITEL-ITU virtual training and discussion session on the electronic notification procedure to the ITU Radiocommunication Bureau	February 2016 [Exact Date: To be confirmed]	Online
Joint Virtual Workshop ITU-CITEL “Global Strategies against Mobile Device Theft”	March 16, 2016	Online
Seminar “The Internet of Things and Machine to Machine Communications – Approaches to The Americas”	May 16, 2016	San Salvador, El Salvador
28 Meeting of the PCC.I	May 17-20, 2016	San Salvador, El Salvador
Seminar on “Security measures implemented in contracting of mobile services”	May 18, 2016 [Sessions of the Working Group on Policy and Regulation]	San Salvador, El Salvador
Seminar on “Best regulatory practices to combat fraud in subscription satellite TV reception signals”	May 19, 2016 [Sessions of the Working Group on Policy and Regulation]	San Salvador, El Salvador
Meeting of the Working Group to Prepare for the Council Meetings of the ITU	May 25-June 2, 2016	Geneva, Switzerland
2016 Session of the Council	May 25-June 2, 2016	Geneva, Switzerland
27 Meeting of PCC.II	June 28 to July 1, 2016	Bogota, Colombia
Joint Workshop ITU-CITEL “Outcomes of WRC-15 and its impact on the Region of the Americas”	June 28, 2016	Bogota, Colombia
Workshop on the transition towards digital television and the future of radio broadcasting	June 28, 2016	Bogota, Colombia
Inter-regional meeting Telecommunications Standardization	July 18-19 2016	[To be determined]
29 Meeting of the PCC.I	August 23-26, 2016	[To be determined]
28 Meeting of the PCC.II	September 19-23, 2016	[To be determined]
Working Group to prepare for and follow up on WTSA, WCIT, and WTDC	October 24 to November 4, 2016	Yasmine Hammamet, Tunisia
World Telecommunications Standardization Assembly	October 25 to November 4, 2016	Yasmine Hammamet, Tunisia

Meeting	Date	Venue
32 Meeting of COM/CITEL	December 12, 13 & 14, 2016 [To be confirmed- Dec. 14]	Dominican Republic

Meetings of the ITU

## ANNEX 2 TO RESOLUTION COM/CITEL/RES. 274 (XXXI-15)

### CITEL DRAFT BUDGET FOR 2016

(In US\$)

	REGULAR FUND	SPECIFIC FUNDS			TOTAL
	OAS RF	SF PCC.I	SF PCC.II	VC	
<b>INCOME</b>					
OAS Regular Fund (Personnel)	465,500				465,500
OAS Regular Fund (Non-personnel)	99,800			29,000	128,800
Specific Funds Balance PCC.I - January 1, 2016		0			
Specific Funds Income of the PCC.I		134,750			134,750
Specific Funds Balance PCC.II - January 1, 2016			0		
Specific Funds Income of the PCC.II			245,000		245,000
<b>TOTAL INCOME</b>	<b>565,300</b>	<b>134,750</b>	<b>245,000</b>	<b>29,000</b>	<b>974,050</b>
<b>EXPENDITURES</b>					
<b>CITEL Secretariat</b>					
Staff Salaries : US\$699,712					
Salaries for 3	Paid by the Regular Fund	465,500			465,500
Staff Salary (50% for 2)	[Contrib. SF PCC.I]		117,106		117,106
Staff Salary ( 50% for 2)	[Contrib. SF PCC.II]		117,106		117,106
Administrative Expenditures (see attached table)		67,700			67,700
<b>Total Secretariat's Expenditures</b>		<b>533,200</b>	<b>117,106</b>	<b>117,106</b>	<b>0</b>
<b>CITEL Meetings</b>					
XXVIII PCC.I Meeting		8,822			8,822
XXIX PCC.I Meeting		8,822			8,822
XXVII PCC.II Meeting			63,947		63,947
XXVIII PCC.II Meeting			63,947		63,947
XXXII COM/CITEL Meeting	10,000			29,000	39,000
<b>Total Meeting Expenditures</b>	<b>10,000</b>	<b>17,644</b>	<b>127,894</b>	<b>29,000</b>	<b>184,538</b>
<b>Other expenditures</b>					
Scholarships	7,600				7,600

2016 World Telecommunication Standardization Assembly (WTSA-16)	14,500		0		14,500
<b>Total - Other expenditures</b>	<b>22,100</b>		<b>0</b>	<b>0</b>	<b>22,100</b>
<b>TOTAL EXPENDITURES</b>	<b>565,300</b>	<b>134,750</b>	<b>245,000</b>	<b>29,000</b>	<b>974,050</b>
<b>INCOME - EXPENDITURES</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>

### Projection of Administrative Expenses for 2016 (US\$)

Budget	67,700	
<b>Expenses</b>		
Documents		1,800
Equipment		3,420
Supplies		1,900
Postage		400
Phone, Fax		800
Server Maintenance		5,100
LAN-Internet		4,300
LAN-Printer		500
Translation Costs (*)		32,000
Courier/S&H charges		400
AD&D Insurance		350
Webex		1,100
Software licenses (annual payment)		13,630
VPN		2,000
Other		-
<b>Total</b>		<b>67,700</b>

(*)	
Annual Report	4,500
Secretariat	27,500
	32,000

## PCC-I

## PCC-I DRAFT BUDGET - 2016

(US\$)

	REGULAR FUND	SPECIFIC FUNDS		TOTAL
	OAS RF	SF PCC.I	VC	
<b><u>INCOME</u></b>				
OAS Regular Fund (Non-personnel)				
Balance PCC.I Specific Fund - 1 January 2016		0		0
Income - PCC.I Specific Fund		134,750		134,750
Voluntary contributions				
<b>TOTAL INCOME</b>	<b>0</b>	<b>134,750</b>		<b>134,750</b>
<b><u>EXPENDITURES</u></b>				
CITEL Secretariat				
Staff salaries: US\$				
Staff Salaries (50% for 2) [Contrib. SF PCC.I]		117,106		117,106
<b>Total Secretariat expenses</b>	<b>0</b>	<b>117,106</b>		<b>117,106</b>
<b><u>CITEL Meetings</u></b>				
XXVIII PCC.I Meeting		8,822		8,822
XXIX PCC.I Meeting		8,822		8,822
<b>Total meeting costs</b>		<b>17,644</b>		<b>17,644</b>
<b><u>Other expenditures</u></b>				
				0
Total other expenses	0	0		0
<b>TOTAL EXPENDITURES</b>		<b>134,750</b>		<b>134,750</b>
<b>INCOME - EXPENDITURES =</b>		<b>0</b>		<b>0</b>

## PCC-II

## PCC-II DRAFT BUDGET - 2016

(US\$)

	REGULAR FUND	SPECIFIC FUND		TOTAL
	OAS RF	SF PCC.II	VC	
<b>INCOME</b>				
OAS Regular Fund (Non-personnel)				
Balance PCC.II Specific Fund - 1 January 2016		0		0
Income - PCC.II Specific Fund		245,000		245,000
Voluntary contributions				
<b>TOTAL INCOME</b>	<b>0</b>	<b>245,000</b>	<b>0</b>	<b>245,000</b>
<b>EXPENDITURES</b>				
CITEL Secretariat				
Staff Salaries: US\$				
Staff Salary ( 50% for 2) [Contrib. SF PCC.II]		117,106		117,106
<b>Total Secretariat expenses</b>	<b>0</b>	<b>117,106</b>	<b>0</b>	<b>117,106</b>
<b>CITEL Meetings</b>				
XXVII PCC.II Meeting		63,947		63,947
XXVIII PCC.II Meeting		63,947		63,947
<b>Total meeting costs</b>		<b>127,894</b>		<b>127,894</b>
<b>Other expenditures</b>				
		0		0
Total other expenses		0	0	0
<b>TOTAL EXPENDITURES</b>		<b>245,000</b>		<b>245,000</b>
<b>INCOME - EXPENDITURES =</b>		<b>0</b>		<b>0</b>

**COM/CITEL/RES. 275 (XXXI-15)<sup>26</sup>**

**WORK PLAN AND TIMETABLE FOR THE PREPARATION OF THE 2016 WORLD TELECOMMUNICATION STANDARDIZATION ASSEMBLY (WTSA-16)**

The 31 Meeting of the Permanent Executive Committee of CITEL, COM/CITEL,

**CONSIDERING:**

- a) Resolution 77 (Rev. Busan, 2014), Scheduling and duration of conferences, forums, assemblies and Council sessions of the Union 2015-2019, specifically the resolves that instructs the realization of the World Telecommunication Standardization Assembly in the last quarter of 2016.
- b) That it is essential to develop a work plan for the development, submission, modification and support of Inter-American Proposals for the purposes of contributing to the 2016 World Telecommunication Standardization Assembly (WTSA-16).
- c) That it is necessary to follow a timetable and work plan to develop the region's preparatory work in order to participate in the next WTSA.
- d) The succession of the Chairs and Vice-chairs of the Study Groups of the Telecommunication Standardization Sector, to be defined during the WTSA-16.

**TAKING INTO ACCOUNT:**

- a) That only two more meetings of PCC.I (WGCONF) will be held before the WTSA-16.
- b) That most of the regions that compose the ITU have started their preparatory work with respect to the WTSA-16.

**RESOLVES:**

1. To approve the work plan for PPC.I Working Group on the Preparation of WTSA, WCIT and WTDC, for the preparation of the 2016 World Telecommunication Standardization Assembly (WTSA-16).

**INSTRUCTS THE SECRETARIAT OF CITEL**

1. Distribute the Timeline and Work Plan in question to the Member States of CITEL.

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<sup>26</sup> COM/CITEL/doc. 022/15 rev. 2

**ANNEX TO RESOLUTION COM/CITEL/RES. 275 (XXXI-15)  
WORK PLAN**

<b>2016</b>			
<b>Date and Place</b>	<b>ITU Events</b>	<b>CITEL Events</b>	<b>Activities</b>
January 28-29, 2016	Sixth meeting of the Review Committee (RevCom)		
February 1-5, 2016	TSAG Meeting		
February 2016			<ul style="list-style-type: none"> <li>• Sending invitation from the Director of the Telecommunication Standardization Bureau to submit Chair and Vice-chair candidates for the ITU-T working parties for the 2016-2020 period.</li> </ul>
May 2016		XXVIII meeting of PCC.I (Limit Meeting); Working Group to address the preparation and follow-up of the WTSA, WCIT, and WTDC.	<ul style="list-style-type: none"> <li>• Review of the outcomes of the 6th Meeting of the RevCom and the TSAG meeting.</li> <li>• Reception and discussion of proposals submitted by the Administrations of the Member States.</li> <li>• Submission and analysis of works and proposals from the ITU regions.*</li> <li>• Preliminary approval of DIAPs and IAPs.</li> </ul>
July 15, 2016	Seventh meeting of the Review Committee (RevCom)		
July 18-19, 2016	Inter-regional meeting Telecommunications Standardization		<ul style="list-style-type: none"> <li>• To exchange points of views and considerations on the positions and priorities identified by each region</li> </ul>
July 18-22, 2016	TSAG meeting.		
September 2016		XXIX meeting of PCC.I (Final Meeting); Working Group to address the preparation and follow-up of the WTSA, WCIT, and WTDC.	<ul style="list-style-type: none"> <li>• Review of the outcomes of the RevCom and TSAG meetings.</li> <li>• Discussion of the Inter-American Proposals and Draft Inter-American</li> </ul>

			Proposals. <ul style="list-style-type: none"> <li>• Expression of support for Proposals, Draft Inter-American Proposals and/or Inter-American Proposals.</li> </ul>
October 2016			<ul style="list-style-type: none"> <li>• Expression of support in writing for Proposals, DIAPs and/or IAPs.***</li> <li>• Grouping of Inter-American Proposals by the Executive Secretariat of CITELE.**</li> </ul>
November 1, 2016			Submission of Inter-American Proposals (IAPs) to the WTSA-16.**
December 2016	- Global Standards Symposium. - 2016 World Telecommunication Standardization Assembly.		

\* Responsibility of the WGCONF Chair.

\*\* Responsibility of the Executive Secretariat of CITELE.

\*\*\* Responsibility of the CITELE Administrations.

**COM/CITEL/RES. 276 (XXXI-15)<sup>27</sup>**

**RULES FOR THE CALL TO THE ACADEMIC ESSAY CONTEST ON: HOW CAN TELECOMMUNICATIONS/ICT CONTRIBUTE TO MEETING THE SUSTAINABLE DEVELOPMENT GOALS IN THE REGION OF THE AMERICAS?**

The 31 Meeting of the Permanent Executive Committee of CITEL (COM/CITEL)

**CONSIDERING**

- a) That the Inter-American Telecommunications Commission (CITEL) is the entity of the Organization of American States (OAS) that specializes in telecommunications/ICTs and was established by the General Assembly through resolution AG/RES. 1224 (XXIII-O/93);
- b) That one of the duties of CITEL is to promote or undertake studies and programs that enable the sustainable development of telecommunications/ICTs;
- c) That the strategic objectives of CITEL include project and program initiatives with international, regional and local entities, such as universities or higher education institutions, one of the most significant factors in global development, especially with regard to training, research and innovation of knowledge,
- d) United Nations Resolution A/RES/70/1 “Transforming Our World: 2030 Agenda for Sustainable Development,” which adopted the 17 Sustainable Development Goals (SDGs);

**RECOGNIZING**

- a) That the technologies and information promotion agendas of the various regional and international organizations specializing in telecommunications/ICTs should be linked to the 17 Sustainable Development Goals and their 169 targets;
- b) That the UN member countries participating in the WSIS+10 review procedures of the within the framework of the UN General Assembly have recognized that growing ICT connectivity, innovation and access have played a key role in furthering the Millennium Development Goals, and that it is necessary to link and align closely the WSIS process and the 2030 Agenda for Sustainable Development, highlighted the cross-cutting role of ICTs in contributing to all MDGs and the eradication of poverty, and that in turn ICT access also has become an indicator of development and an aspiration in itself;

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<sup>27</sup> COM/CITEL/doc. 016/15 rev. 3

- c) That Target 4.b of the MDGs referring to quality education seeks, “by 2020, to significantly expand globally the number of scholarships for developing countries, in particular least developed countries, small island developing states and African countries, to enroll in higher education, including vocational training, information and communication technologies, technical, engineering and scientific programs in developed countries and other developing countries;”
- d) That Target 5.b of the MDGs, related to gender equality, aims to “enhance the use of enabling technologies, in particular information and communication technologies, to promote women’s empowerment;”
- e) That Target 9.c of the MDGs, related infrastructure, industrialization and innovation, aims to “significantly increase access to information and communication technologies and strive to provide universal and affordable access to internet in least developed countries by 2020;”
- f) That Target 17.8 of the MDGs, related to implementation and partnerships, aims to “fully operationalize the Technology Bank and STI (Science, Technology and Innovation) capacity building mechanism for least developed countries by 2017, and enhance the use of enabling technologies, in particular ICTs;”

## **RESOLVES**

1. To approve the rules for the call to the “academic essay contest on: how can telecommunications/ICT contribute to meeting sustainable development goals in the region of the Americas? described in Annex 1.
2. To establish that the Evaluation Panel shall consist of one representative of each of the chairs of Permanent Consultative Committee I (PCC.I) and Permanent Consultative Committee II (PCC.II) and one representative of COM/CITEL, plus the CITEL Executive Secretary who shall Chair the Panel
3. To announce the winner of the essay contest among the administrations and Associate Members of CITEL and to hold a meeting (physical or virtual) in which the winner will present his or her essay.
4. To instruct the Secretariat of CITEL, in coordination with the Chair of COM/CITEL, to seek sponsors for the prize to the best essay, and to that end, according to the jury’s evaluation and the criteria defined for that purpose, to invite the associate members of CITEL to participate by providing sponsorship for the award specified in the contest rules.
5. To establish that the prize awarded will use neither the regular fund nor the specific fund of the budget for the Associate Members of CITEL.

## **INSTRUCTS THE SECRETARIAT OF CITEL**

1. To arrange the appropriate coordination to define the logistics for presenting, publishing and disseminating the announcement in February 2016 among all Member State Administrations, Associate Members of CITEL and missions to the OAS for them to send this information to the ministries of education so that they can remit it to the universities and other centers of study, and on the CITEL and

OAS websites, the rules for the call to the “academic essay contest on how can telecommunication/ICTs contribute to meeting the sustainable development goals in the region of the Americas?.

2. To coordinate the evaluation process and selection of the winning essay with the Evaluation Panel.

## **ANNEX I TO RESOLUTION COM/CITEL/RES. 276 (XXXI-15)**

### **RULES FOR THE CALL TO THE ACADEMIC ESSAY CONTEST ON HOW CAN TELECOMMUNICATIONS/ICTs CONTRIBUTE TO MEETING THE SUSTAINABLE DEVELOPMENT GOALS IN THE REGION OF THE AMERICAS?**

The Inter-American Telecommunications Commission (CITEL) invites undergraduate students in public or private schools in the region of the Americas, and those who have completed their studies at this level during the school year immediately preceding the launching of this contest, to register and participate in accordance with the contest rules.

#### **GENERAL PURPOSE**

To develop an academic essay aimed at developing ideas on how telecommunications/ICTs can contribute and act as a catalyst to meeting the Sustainable Development Goals (ODS) adopted by the UN General Assembly.

#### **WHO CAN PARTICIPATE?**

Students at the licentiate level or higher (i.e., undergraduate and/or postgraduate) who are studying in public or private schools in the region of the Americas, and those who completed their studies at this level during the year immediately preceding the launch of this contest in February 2016, to register and participate in accordance with the contest rules.

#### **THEMES TO BE DEVELOPED**

Selection of the theme to be developed in the essay should be confined to one or more of the 17 MDGs and their respective targets<sup>28</sup>, properly aligned with the goals of CITEL, so when selecting the theme, we recommend taking into account CITEL’s 2014-2018 Strategic Plan, according to the following strategic objectives:<sup>29</sup>

1. Encourage the development of interoperable telecommunication/ICTs in the Americas, including infrastructure, services, equipment and devices
2. Promoting initiatives to expand the use/adoption/penetration of telecommunication/ICTs in the Americas
3. Fostering inclusiveness and affordability of telecommunication/ICTs and reducing the digital divide in the Americas
4. Promoting the development of a harmonized telecommunication/ICTs environment in the Americas

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<sup>28</sup> The 17 ODS, including their 169 targets, can be seen at: <http://www.un.org/sustainabledevelopment/>

<sup>29</sup> These can be seen at: [https://www.citel.oas.org/en/SiteAssets/About-Citel/CITEL%20STRATEGIC%20PLAN%202014-2018\\_i.pdf](https://www.citel.oas.org/en/SiteAssets/About-Citel/CITEL%20STRATEGIC%20PLAN%202014-2018_i.pdf).

## **ESSAY FORMAT**

Works will consist of unpublished, original, personally developed essays, predominantly containing the critical thinking and purpose of the authors based on their own thinking and judgment, and supported with strong arguments that defend their position or viewpoint on the chosen theme, and not an exposé on the ideas and opinions of others.

Written in Spanish and/or English.

The essay structure must contain the following elements:

- General theme to be analyzed, following those set forth in these rules
- Title
- Contents
- Introduction or presentation
- Development of thematic contents (with footnotes)
- Conclusions
- References
- Attachments (if any)

Include a summary of at most two pages.

Essays must have a minimum of 10 pages and a maximum of 20, in addition to the cover page, table of contents, summary, references, and appendices (if any). Use Times New Roman 12 points, a line spacing of 1.5, and top, bottom and side margins of 2.54 cm).

## **EVALUATION APPROACH:**

Essays will be evaluated by the Evaluation Panel, based on 100 points allotted among the following:

- a) Compliance with all requirements and submission criteria. Documentation and works must meet the terms, conditions, and criteria set forth in these rules. (5 points)
- b) Originality and truthfulness. Essays should be innovative, creative proposals grounded on verifiable data and information and should address the theme of analysis proposed in these rules. (15 points)
- c) Analysis and argumentation. The ability to build and argue the main ideas that support the author's viewpoint. (20 points)
- d) Adherence to the national or regional level. Essays should address issues or cases related to your community, country or region. (10 points)
- e) Inclusion of empirical research or innovation proposal. Essays should include some empirical research that contributes to meeting the target or verifying the hypothesis proposed, or else include innovative proposals related to the theme of the essay. (35 points)
- f) Critical approach. Proper handling of quotations and references consulted. (5 points)
- g) Clarity, composition and spelling. Coherence and consistency in the development of ideas and arguments, and proper management of syntax and spelling. (10 points)

**EVALUATION PANEL AND PRIZE:**

The Evaluation Panel shall be made up of one representative for each of the chairs of Permanent Consultative Committee I (PCC.I) and Permanent Consultative Committee II (PCC.II), one representative of COM/CITEL, and the Executive Secretary of the CITEL who will serve as Chair of the Panel.

The Evaluation Panel shall assess predefined criteria and highlight the quality, originality and contents of each work. It may declare this contest void if it decides that no essays meet the conditions of its rules.

The Panel shall decide with a simple majority and, in case of a tie, the Panel Chair shall have the casting vote. The Panel's decision shall be final. Evaluation of the works shall not be private information that shall not be shared with the participants after the contest is closed.

The award for the best essay remains to be defined by the Chair of COM/CITEL and the Secretariat of CITEL, according to the jury's evaluation and the criteria defined for that purpose.

Will be awarded an invitation to attend the meeting of the Committee Permanent Consultative with which the essay topic is related.

**KEY DATES:**

Contest launch date	February 1, 2016
Registration deadline (CITEL website).	May 31, 2016
Deadline for essay submission in digital format (to the CITEL institutional contact)	August 1, 2016
Evaluation dates (JURY):	August 2 – August 30
Winner announcement date:	September 1-10

**ACCEPTANCE OF THE RULES:**

Mere participation in the contest implies acceptance of these rules.

**PARTICIPATION FORM:**

Those interested should complete the information described in the form below before March 1, 2016. When completing the form, participants undertake to accept the terms and conditions set forth in the rules and guidelines for the contest process.

After completing the form, you will receive a confirmation email. If a participant does not receive the confirmation email, please contact the CITEL Secretariat at: [citel@oas.org](mailto:citel@oas.org).

## **DATA FOR THE FORM**

Participant data:

Name:

Surname:

Nationality:

Pseudonym:

Degree studying for:

University name:

Year of study:

Date studies were completed (if applicable):

Address:

Contact telephone:

Email-1:

Optional email-2:

Essay title:

Overall goal of essay:

Executive summary (400 words):

Country, province and city:

**COM/CITEL/RES. 277 (XXXI-15)<sup>30</sup>**

### **THEMATIC PUBLICATION SERIES OF CITEL**

The 31 Meeting of the Permanent Executive Committee of the CITEL, COM/CITEL,

#### **CONSIDERING:**

- a) That CITEL is the specialized body in telecommunications of the Americas, whose mission is to “Facilitate and promote the integral and sustainable development of interoperable, innovative and reliable telecommunications/ICTs in the Americas, under principles of universality, equity and affordability.”
- b) That CITEL establishes the following as part of its goals in the 2014-2018 Strategic Plan:
- Drive the development of interoperable telecommunications/ICTs in the Americas, including infrastructure, services, equipment and devices.
  - Promote initiatives to broaden the use/adoption/penetration of telecommunications/ICTs in the Americas.
  - Foster inclusion and affordability of telecommunications/ICTs and reduce the digital divide in the Americas.
  - Promote the development of a harmonized environment of telecommunications/ICTs in the Americas.
  - The need to increase the visibility of CITEL as a specialized body of the telecommunications/ICT in the Americas region.

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<sup>30</sup> COM/CITEL/doc. 025/15 rev. 1

c) That, in the 2014-2018 Strategic Plan, CITEL establishes as specific goal to “Produce and disseminate information and recommendations on best practices in regards to telecommunication/ICT public policies and regulatory environment.

d) That CITEL has played an important role in the development of telecommunications/ICTs in the region for more than a decade, and it is imperative that it continue to carry out this role, but also to have greater presence as a specialized actor in the region, as established in the 2014-2018 Action Plan: Strengthen the institutional image of CITEL.

## **RESOLVES:**

1. To approve the initiative “THEMATIC PUBLICATION SERIES OF CITEL” and create an *ad-hoc* Committee, open to all administrations, chaired by the Executive Secretary of CITEL, to coordinate and plan the required activities for the preparation and publication of the Series, having as goal the publication of at least one per year.

2. To instruct the Executive Secretary of CITEL to carry out pertinent consultations to the PCCs regarding the topics of interest to be analyzing in the “THEMATIC PUBLICATION SERIES OF CITEL”, as well as to raise funds for their publication, including the hiring of the consultant, graphic design and printing.

3. Instruct the Secretary of CITEL to present the proposal for the first two issues of the “THEMATIC PUBLICATION SERIES OF CITEL” in the upcoming meeting of the COM/CITEL for their approval.

## **COM/CITEL/RES. 278 (XXXI-15)<sup>31</sup>**

### **GA/RES. XXXX (XLVI-O/16): PRIORITY ROLE OF THE OAS IN THE DEVELOPMENT OF TELECOMMUNICATIONS/INFORMATION AND COMMUNICATION TECHNOLOGIES THROUGH THE INTER-AMERICAN TELECOMMUNICATION COMMISSION (CITEL)**

THE GENERAL ASSEMBLY,

## **RECALLING:**

That the aim of the OAS, as stipulated in Article 1 of the Charter, is to achieve among its Member States "an order of peace and justice, to promote their solidarity, to strengthen their collaboration, and to defend their sovereignty, territorial integrity and independence;"

That to meet these ends, the OAS was built upon the central pillars of democracy, human rights, security, and development;

That it is the mission of the Inter-American Telecommunication Commission (CITEL) to facilitate and promote the integrated, sustainable development of interoperable, innovative, reliable

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<sup>31</sup> COM/CITEL/doc. 030/15 rev. 1

telecommunications/information and communication technologies (ICTs) in the Americas under the principles of universality, equity and affordability,

**CONSIDERING:**

That the environment of telecommunications/information and communication technologies (ICTs) is changing considerably due to technological progress and growing user demands for services, and that these developments provide access to information and knowledge through the supply of more efficient, affordable services and applications, particularly in rural and remote areas,

**RECOGNIZING:**

That, despite the impressive growth and expansion of telecommunications/ICTs recorded in the region of the Americas, there are still major disparities, as many countries lack the necessary basic infrastructure, long-term public plans and policies, and suitable laws and/or regulations to facilitate the development of ICTs, applications and content.

That telecommunications/ICT applications and digital contents have a key role in national and regional processes of political, social, economic, and cultural development through the promotion of education, e-government, employment, health, transport, industry, human rights, environmental protection, trade, and others;

That an enabling environment, consisting of the policies and capabilities needed for the population to utilize and develop technologies, is as essential as investments in infrastructure,

**STRESSING:**

That the OAS, through CITEL, remains ideally positioned for coordination, exchange of opinions, holding dialogues, harmonizing telecommunication/ICT strategies, and adopting common views to enable non-discriminatory access to services and applications;

That in 2015, in compliance with its mandates, CITEL conducted innumerable activities in support of development, which included: adopting more than 230 Inter-American Proposals for the 2015 World Radiocommunication Conference of the International Telecommunication Union (ITU) and starting preparations for the ITU World Assembly on Telecommunication Standardization to be held in 2016, thereby ensuring that the voice of the Americas region be heard strongly at this UN world forum; offering 98 scholarships for 14 courses and conducting various seminars, workshops and online tutorials on matters of priority for the countries; and adopting several resolutions and recommendations on topics such as:

- regional measures to combat the importation, sale and use of unauthorized satellite TV receiving devices;
- setting up computer incident response teams (CIRTs);
- guidelines for establishing spectrum use agreements in coordination areas;
- technical recommendations for the compatibility of the UHF digital terrestrial television (DTT) broadcasting service below 698 MHz with systems of the land mobile service in the 698 MHz - 806 MHz band;
- registering the earth stations of the fixed satellite service (FSS);

- strengthening the CITELE "Program for the Inclusion of Women and Girls in ICTs" by updating a 2016-2018 road map for the development of projects, human and financial resources for the empowerment of women through ICTs;
- technological neutrality related to the provision of telecommunication services, safeguarding conditions of quality and equality for users; and
- adopting a program for the development of technical visits on issues relating to the protection of user rights.

**RESOLVES:**

1. To invite the member states to take an active role in the work of harmonizing, developing and enhancing telecommunications/ICTs in the region by taking appropriate measures to adapt to trends in telecommunication/ICT infrastructure development.
2. To ask CITELE to continue analyzing and developing studies and models of affordable, sustainable systems of access to telecommunications/ICTs, particularly in rural areas, and to continue its broad dissemination of national and regional initiatives, in order to ensure equitable access to telecommunications/ICTs, information and knowledge.
3. To promote and facilitate efforts toward collaboration and support for the various areas of the OAS to carry out studies and interrelated activities aimed at expanding the use of telecommunications/ICTs as an essential tool to achieve optimal use of resources.
4. To ask CITELE to strengthen its cooperation and coordination with regional and international telecommunication/ICT organizations for better resource use and to achieve short-term results.
5. To instruct the General Secretariat of the OAS to continue providing CITELE the financial support necessary to ensure continuity in fulfilling its mandates.
6. To invite member states and permanent observers, individuals, and private and public national or international entities who wish to make voluntary financial contributions, provide expertise and other forms of assistance, in order to better respond to requests by developing countries in the field of telecommunications/ICTs to support the development and implementation of CITELE's projects and programs.
7. To ask CITELE to present a progress report regarding the implementation of this resolution at the XLVII regular session of the General Assembly.

**COM/CITELE RES. 279 (XXXI-15)<sup>32</sup>**

**TO INSTRUCT THE CITELE SECRETARIAT TO CORRECT THE EDITING ERROR IN ART. 90, PARAGRAPH 3 OF THE CITELE REGULATION, ENGLISH VERSION**

The 31 Meeting of the Permanent Executive Committee of CITELE, COM/CITELE,

**CONSIDERING:**

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<sup>32</sup> COM/CITELE/doc. 044/15

- a) That article 90, paragraph 3, of the CITELE Regulation regulates the decisions of the Permanent Consultative Committees (PCCs);
- b) That the Spanish version of Article 90, paragraph 3 of the CITELE Regulation differs from the English version, particularly with respect to the alternative mechanism of the PCCs for the approval of resolutions, decisions or recommendations. The Spanish version uses the term “electronic means”, however, the English version uses the term “correspondence”;
- c) That the term “correspondence” originates from the 2010 edition of the CITELE Regulation that was approved by the Fifth Regular Meeting of the CITELE Assembly through resolution CITELE/RES. 61 (V-10);
- d) That the 2010 edition of the CITELE Regulation was amended by the Sixth Regular Meeting of the CITELE Assembly through resolution CITELE/RES. 73 (VI-14) with the sole purpose of incorporating the electronic means as an alternative mechanism for decision-making of the PCCs; and
- e) That, due to the evident editing error in article 90, paragraph 3 of the current CITELE Regulation, in its English version, it needs to be corrected,

**RESOLVES:**

- 1. To instruct the CITELE Secretariat to correct the editing error contained in article 90, paragraph 3 of the CITELE Regulation in its English version, so that it reads “electronic means” instead of de “correspondence”.

**COM/CITEL/RES. 280 (XXXI-15)<sup>33</sup>**

**DESIGNATION OF THE ADMINISTRATION OF THE DOMINICAN REPUBLIC TO CHAIR THE WORKING GROUP ON THE STRATEGIC PLAN OF CITELE (2014-2018), AND OF THE ADMINISTRATIONS OF MEXICO AND CANADA TO CHAIR THE AD-HOC GROUP FOR THE DEVELOPMENT OF NEW PROCEDURES FOR ELABORATION, DISCUSSION, ADOPTION, AND PRESENTATION OF INTER-AMERICAN PROPOSALS**

The 31 Meeting of the Permanent Executive Committee of CITELE, (COM/CITEL),

**CONSIDERING:**

- a) That during the First Plenary Session of the XXIX Meeting of COM/CITEL, the administration of Brazil was designated as Chair of the Working Group on the Strategic Plan of CITELE for the 2014-2018 period;
- b) That Resolution COM/CITEL/RES. 261 (XXIX-14) established the Ad-Hoc Group for the development of new procedures for elaboration, discussion, adoption and presentation of Inter-American proposals, chaired by the Administration of Brazil; and

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<sup>33</sup> COM/CITEL/doc. 050/15 rev. 1

c) That, the administration of Brazil stated in letter No. 63/2015/SEI/AIN-ANATEL, dated December 8, 2015, that it would not be able to continue chairing the Working Group on the Strategic Plan of CITELE (2014-2018) and the Ad-Hoc Group for the development of new procedures for elaboration, discussion, adoption and presentation of Inter-American Proposals,

**RESOLVES:**

1. To designate the Administration of the Dominican Republic as Chair the Working Group on the Strategic Plan of CITELE for the 2014-2018 period, and the administrations of Brazil and Argentina as Vice-Chairs.
2. To designate the administrations of Mexico and Canada as Chairs of the Ad-Hoc Group for the development of new procedures for elaboration, discussion, adoption and presentation of Inter-American Proposals, and the Administration of Brazil as Vice-Chair.
3. To thank the administration of Brazil for the effort and services provided, and for the leadership shown during its term on both Working Groups.

**COM/CITELE/RES. 281 (XXXI-15)<sup>34</sup>**

**DRAFT AGENDA, SITE AND DATE FOR THE 32 MEETING OF COM/CITELE**

The 31 Meeting of the Permanent Executive Committee of CITELE, COM/CITELE,

**RESOLVES:**

1. To hold the 32 Meeting of COM/CITELE December 12, 13 and 14, 2016, in the Dominican Republic, subject to the availability of funds for the 14th.
2. To approve the draft agenda for the 32 Meeting of COM/CITELE attached to the present Resolution.

**ANNEX TO RESOLUTION COM/CITELE/RES. 281 (XXXI-15)**

**DRAFT AGENDA**

1. Adoption of agenda and schedule.
2. Establishment of meeting committees:
  - 2.1 Committee for Drafting the Final Report.
  - 2.2 Committee for Preparing the Operations Plan.
- 1 Report by the Chair of COM/CITELE.
- 2 Reports from the Chairs of the Permanent Consultative Committees.

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<sup>34</sup> COM/CITELE/doc. 037/15 rev. 1

- 6 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.
  - 5.5 Working Group to review and propose updates to the Statute and Regulations in accordance with subparagraphs (e) and (g) of Article 17, “Functions of COM/CITEL,” of the Statute regarding the financial, legal, and operational issues arising from remote participation and increased participation in decision-making meetings of CITEL.
  - 5.6 Ad Hoc Group for the development of new procedures for elaboration, discussion, adoption and presentation of inter-american proposals.
  - 5.7 Ad Hoc Group to determine a new methodology to set the value of the contributory units paid by the associate members of CITEL.
  
- 6 Approval of the annual report on the activities of CITEL.
- 7 2016 CITEL financial report.
- 8 Report of the activities of the Secretariat of CITEL, particularly regarding the support of projects for the development of telecommunications/ICT in the Americas.
- 9 Approval of the 2017 Operations Plan (activities, budget, and meeting scheduling for 2017).
- 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 minutes and Final Report of the meeting.

#### IV. DECISIONS

##### COM/CITEL/DEC. 89 (XXXI-15)<sup>35</sup>

##### **DISSEMINATION OF THE REPORT OF THE WORKING GROUP TO PREPARE FOR THE MEETINGS OF THE ITU COUNCIL<sup>36</sup>**

The 31 Meeting of the Permanent Executive Committee of CITEL, COM/CITEL,

##### **DECIDES:**

1. To request the Executive Secretariat of CITEL to disseminate the REPORT OF THE WORKING GROUP TO PREPARE FOR THE MEETINGS OF THE ITU COUNCIL, contained in document COM/CITEL/doc. 023/15, to all the Member States of the OAS/CITEL, in order to gauge their interest in participating in the meetings of the ITU Council, and to identify topics of particular interest in order to agree on common positions for the upcoming Council meetings in 2016.

##### COM/CITEL/DEC. 90 (XXXI-15)<sup>37</sup>

##### **POINT OF CONTACT FOR INITIATIVES RELATED TO ACADEMIA<sup>38</sup>**

The 31 Meeting of the Permanent Executive Committee of CITEL, COM/CITEL,

##### **DECIDES:**

1. To designate the Administration of Argentina - National Directorate of Foreign Affairs, AFTIC, ([acisneros@aftic.gob.org](mailto:acisneros@aftic.gob.org)) as Point of Contact of CITEL on topics related to the addition of the Academic Sector to the activities of the Commission, and closely related to the initiative of the International Telecommunication Union (ITU) and CITEL of adding Academia as a new category of Union member.

##### COM/CITEL DEC. 91 (XXXI-15)<sup>39</sup>

##### **DESIGNATION AND NUMBERING OF WORK FILES AND TITLES OF MEETINGS OF CITEL**

The 31 Meeting of the Permanent Executive Committee of CITEL, COM/CITEL,

##### **DECIDES:**

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<sup>35</sup> COM/CITEL/doc. 047/15 rev. 1

<sup>36</sup> CCP.I-TIC/doc. 3226/14 rev.1

<sup>37</sup> COM/CITEL/doc. 011/15 rev. 1

<sup>38</sup> CCP.I-TIC/doc. 3226/14 rev.1

<sup>39</sup> COM/CITEL/doc. 015/15 rev. 1

1. To instruct the Secretariat of CITEL to implement, from this point forward and for all documents and meetings of CITEL, and to disseminate it to all members

## **ANNEX TO DECISION COM/CITEL/DEC. 91 (XXXI-15)**

### **NEW DESIGNATION AND NUMBERING OF WORK FILES AND TITLES OF MEETINGS OF CITEL**

#### **FILE DESIGNATION:**

The new file designation and numbering will include the name of the committee, meeting number, document number, and language, as shown below:

**AAAAA-AÑO-NN-XXX-L**

Where

AAAAA = Committee or Working Group [preference to the acronym in the Spanish language, e.g., CCPI instead of PCCI]

YEAR-NN = year and number of the meeting [in cardinal numbers instead of Roman numerals]

XXX = number of the document within that meeting [will be reset after every meeting]

L = language of the document [e or i]

Following are some examples of designations of files for the upcoming CITEL meetings:

- COM-2015-30-001-e
- COM-2015-30-001-i
- CCPI-2016-28-001-e
- CCPI-2016-28-001-i
- CCPII-2016-27-001-e
- CCPII-2016-27-001-i

#### **DESIGNATION OF MEETING TITLES:**

The new designation of meeting titles will be performed with Arabic numbers, discontinuing the use of Roman numerals in the identification of the meeting number.

Following are some examples of designations of meetings for the upcoming CITEL meetings:

Examples:

**COM/CITEL**

**From:**

XXXI Meeting of the Permanent Executive Committee (COM/CITEL).

**To:**

31 Meeting of the Permanent Executive Committee (COM/CITEL).

**PCC.I**

**From:**

XXVIII Meeting of Permanent Consultative Committee I (PCC.I): Telecommunications/ICTs.

**To:**

28 Meeting of Permanent Consultative Committee I (PCC.I): Telecommunications/ICTs.

**PCC.II**

**From:**

XXVII Meeting of Permanent Consultative Committee II (PCC.II): Radiocommunications.

**To:**

27 Meeting of Permanent Consultative Committee II (PCC.II): Radiocommunications.

## **V. LIST OF BASIC DOCUMENTS**

Minutes of the Inauguration and First Plenary Session:	COM/CITEL/doc. 046/15 rev. 1
Minute of the Second Plenary Session:	COM/CITEL/doc. 048/15
List of Documents:	COM/CITEL/doc. 001/15 rev.3
List of Participants:	COM/CITEL/doc. 002/15
Final Report for the Meeting:	COM/CITEL/doc. 052/15