

PCC.I/RES. 61 (V-04) ¹

**SUBMISSION OF INTER-AMERICAN PROPOSALS TO THE WORLD TELECOMMUNICATION
STANDARDIZATION ASSEMBLY (WTSA-2004)**

The V Meeting of the Permanent Consultative Committee I: Telecommunication Standardization,

CONSIDERING:

- a) That it is convenient to approve a procedure for the development of the activities in order to consolidate joint proposals to the WTSA-04; and
- b) The necessity for additional time to prepare and approve Inter-American Proposals,

RESOLVES:

- 1. To adopt the procedure described in the Annex for the submission of Inter-American Proposals to the next World Telecommunication Standardization Assembly (WTSA-04).
- 2. To repeal resolution PCC.I/RES.31 (III-03).

¹ CCP.I-TEL/doc. 486/04 cor.1

ANNEX TO RESOLUTION PCC.I/RES. 61 (V-04)

PROCEDURE FOR THE PREPARATION AND ADOPTION OF INTER-AMERICAN PROPOSALS TO BE SUBMITTED TO THE ITU WORLD TELECOMMUNICATION STANDARDIZATION ASSEMBLY 2004

1. OBJECTIVE

To establish the procedure that is to be followed by any document developed under the scope of the Permanent Consultative Committee I (PCC.I) aiming at its submission to the next ITU World Telecommunication Standardization Assembly (WTSA-04) as an INTER-AMERICAN PROPOSAL.

In using this procedure, every effort should be made to reach consensus among Administrations.

2. DEFINITIONS

For the purposes of this procedure, the terms set forth are defined as follows:

- a. WG-WTSA: PCC.I Working Group on the Preparation for the World Telecommunication Standardization Assembly (WTSA).
- b. PROPOSAL: input presented for discussion with a view to it becoming an INTER-AMERICAN PROPOSAL.
- c. DRAFT INTER-AMERICAN PROPOSAL (DRAFT IAP): PROPOSAL that after being considered and discussed by the Member States has been supported by more than 1 (one) Administration.
- d. INTER-AMERICAN PROPOSAL (IAP): it is the PROPOSAL or DRAFT IAP that the WG-WTSA has ended its consideration and discussion, and that has been supported during the LIMIT MEETING, the FINAL MEETING or the SPECIAL PROCEDURE time by no fewer than six (6) Administrations and is not opposed by more than 50% (fifty percent) of the number of supports obtained.
- e. LIMIT MEETING: it is the IV Meeting of PCC.I which will be held in order to meet the ITU rules and procedures.
- f. FINAL MEETING: it is the V meeting of PCC.I.
- g. SPECIAL PROCEDURE: Procedure to be adopted after the FINAL MEETING and before the WTSA-04 in the event that there are still PROPOSALS and/or DRAFT IAPs to be considered.

A. INTER-AMERICAN PROPOSALS

A1. STEPS

The steps in the procedure for the preparation and adoption of INTER-AMERICAN PROPOSALS to be submitted before the corresponding ITU Meeting are as follows:

A.1.1. TRADITIONAL PROCEDURE

Step 1. Evaluation of the Support and Opposition to the PROPOSAL or DRAFT INTER-AMERICAN PROPOSAL

During the **LIMIT MEETING** or the **FINAL MEETING**, whichever applicable, the following items will be defined by the WG-WTSA:

- a. the list of IAPs;
- b. the list of PROPOSALS and DRAFT IAPs, that despite the efforts done, have not yet become IAPs.
- c. the date the IAPs are to be sent to the ITU.

Step 2. Circulation of the INTER-AMERICAN PROPOSALS

The Secretariat of CITEL will distribute the IAPs, the DRAFT IAPs and the PROPOSALS still being considered, to all Member States of CITEL, no more than two (2) weeks after the close of the LIMIT MEETING, clearly stating the maximum deadline to submit the position to them.

The Secretariat of CITEL will distribute the IAPs and the DRAFT IAPs still being considered, to all Member States of CITEL, no more than two (2) weeks after the close of the FINAL MEETING, clearly stating the maximum deadline to submit the support to them.

Step 3. Sending INTER-AMERICAN PROPOSALS to the ITU

The Secretariat of CITEL will send the IAPs to the ITU, following ITU rules and procedures.

A.1.2. SPECIAL PROCEDURE

Step 1. Submittal of new PROPOSALS or DRAFT INTER-AMERICAN PROPOSALS

This step encompasses the period right after the FINAL MEETING and 20 days (twenty days) before the start of WTSA-04.

During this period, all the PROPOSALS and DRAFT IAPs that have been developed during the TRADITIONAL PROCEDURE period may be revised for additional considerations. New PROPOSALS may be presented at this time.

All members may present their support or opposition during this period.

Step 2. Evaluation of PROPOSALS and DRAFT INTER-AMERICAN PROPOSALS

This period extends from 20 days (twenty days) before WTSA-04 to 7 days (seven days) before the Assembly.

At this time, the members of WG-WTSA shall present their support or opposition to all the DRAFT IAPs under consideration.

No new PROPOSALS may be presented.

Step 3. Approval of final INTER-AMERICAN PROPOSALS

The Chair of WG-WTSA, 7 (seven) to 5 (five) days before the Assembly, will prepare a list of approved IAPs and inform the members what documents will be sent to WTSA-04.

Step 4. Sending INTER-AMERICAN PROPOSALS to the ITU

The Secretariat of CITEL will send the IAPs to the ITU, following ITU rules and procedures.

A2. SUPPORT

The Administrations wishing to support a PROPOSAL, a DRAFT IAP or IAP, being considered, must do so either verbally or in writing, during a WG-WSTA meeting or as a reply to the circular that will be sent.

For the SPECIAL PROCEDURE period, support can be expressed by writing, e-mail or by CITELs Electronic Forum.

A3. OPPOSITION

It is understood that the Administrations which oppose a DRAFT IAP or IAP shall indicate clearly the reasons of their oppositions.

The Administrations wishing to oppose a DRAFT IAP which has been circulated before the LIMIT MEETING or FINAL MEETING, whichever applicable, must do so during a WG-WTSA or PCC.I Plenary meeting, orally or in writing.

For the SPECIAL PROCEDURE period, opposition may be expressed by writing, e-mail or by CITELs Electronic Forum clearly indicating the reasons for the opposition.

It is understood that if an Administration chooses to oppose a given INTER-AMERICAN PROPOSAL during the WTSA-04, such Administration will make every possible effort to notify the Chair of the WG-WTSA of its intention.

A4. GENERAL PROVISIONS

A4.1. Obtaining Support

The Administration(s) that originally submitted a PROPOSAL shall undertake the task of coordinating and encouraging its support, in order that it becomes a DRAFT IAP and an IAP afterwards.

A4.2. IAP's Coordination

The Chair of WG-WTSA will make every possible effort to coordinate all DRAFT IAP and PROPOSALS, in order to not generating IAP with opposite issues.

A4.3. Format for DRAFT INTER-AMERICAN PROPOSALS

The heading of each DRAFT IAP being considered at the WG-WTSA must include the following elements in the order indicated below:

- a. the names of the Administrations that expressed their support.
- b. in square brackets the names of Administrations that have not yet made their position known.
- c. the names of the Administrations that have expressed their opposition.

A4.4. Contact Points

Communications with the Administrations should be channeled through the contact points identified before the WG-WTSA.

Administrations should identify to the IAP Coordinator at the WTSA, the contact person present at the WTSA for that Administration.

A4.5. Administrations Internal Activities

Administrations are encouraged to plan their national activities in such a way as to be prepared to state support for or opposition to DRAFT IAPs as early as possible or by the conclusion of the FINAL MEETING.

B. REVIEW OF AN INTER-AMERICAN PROPOSAL AFTER THE BEGINNING OF THE WTSA-04

After the beginning of the meeting, it may become necessary to revise an IAP. Propositions of revisions should only be presented and considered during a CITEL meeting to be held during WTSA-04.

The decision to submit a revision will be based on the agreement of Administrations present at the ITU Meeting.

In the case of a revised IAP, only the names of the Administrations attending the WTSA and supporting the revised IAP will be listed on the heading. Administrations not in attendance will be informed by the CITEL Secretariat of the revised IAP, once it is approved.

C. APPLICATION OF THIS PROCEDURE.

The provisions of this procedure must be applied and interpreted in accordance with the Resolution COM/CITEL RES. 117 (IX-00).

Any topic that is not covered in this procedure will be resolved by the PCC.I.