

## COM/CITEL RES. 111 (IX-00)<sup>1</sup>

### IMPROVEMENT IN THE WORKING METHODS OF CITEL

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

#### HAVING CONSIDERED:

Recommendation PCC.I/REC.11 (XIII-00) where it is recommended that an Ad Hoc Group be established to identify a transitional process to arrive at a consistent procedure to be applied at all CITEL meetings in order to achieve total distribution of documents by electronic means,

#### REALIZING:

- a) That at the present time member countries hosting CITEL meetings are been moving towards having paperless meetings, and
- b) That in order to make things easier for delegates to CITEL meetings, a consistent process needs to be established so that participants know what to expect and can therefore plan ahead,

#### RESOLVES:

1. To establish an Ad Hoc Group for the improvement in the Working Methods of CITEL, with Mr. Gains Gardner of USA as Chair and Mr. Sergio Sotomayor from Colombia as Vice-chair for the purpose of identifying a transitional process to arrive at a consistent procedure to be applied at all CITEL meetings regarding the distribution of all documents by electronic means.
2. To approve the terms of reference for the Ad Hoc Group in the annex to this resolution.
3. That the Ad Hoc Group should sent its draft recommendations to the meeting of the Steering Committee in 2001.
4. That the Ad Hoc Group shall finish its work by the COM/CITEL meeting in 2001.

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<sup>1</sup> Document COM/CITEL 592/00.

## **ANNEX**

### **Terms of Reference**

#### **Ad Hoc Group for the improvement in the Working Methods of CITELE**

1. The transitional process must take into consideration and plan for the difference existing among member countries,
2. That not all participants at CITELE meetings at the current time have laptop computers at their disposal,
3. That there must be a phased implementation to having a total paperless meeting,
4. That a set of standard capabilities needs to be defined in order to provide consistent guidance to host countries and to ensure participants know what to expect when attending a meeting of CITELE,
5. That the Ad Hoc Group present a final report on its recommendations to COM/CITELE in 2001.