

COM/CITEL RES. 257 (XXIX-14) ¹

ADOPTION OF THE OPERATIONS PLAN FOR 2015

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

CONSIDERING:

- a) The program-budget and draft calendar of meetings considered at the sessions of the Meeting of COM/CITEL; and
- b) The information on the situation of Associate Members presented by the Secretariat of CITEL,

RESOLVES:

- 1. To adopt the calendar of meetings for 2015 contained in Annex 1 hereto.
- 2. To approve the draft program-budget for 2015 attached hereto as Annex 2.
- 3. To instruct the Executive Secretary of CITEL to inform the Member States of any change in the circumstances affecting the budget for 2015 approved.

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

PRELIMINARY CALENDAR OF CITEL 2015

Meeting	Date	Venue
ITU Council Working Group on Child Online Protection	23 January 2015	Geneva, Switzerland
ITU Council Working Group on Languages	26 January 2015	Geneva, Switzerland
ITU Council Committee on the preparation of the 150th Anniversary Celebration	27 January 2015	Geneva, Switzerland
ITU Council Working Group on options for the Union's headquarters over the long term	28 January 2015	Geneva, Switzerland
ITU Council Working Group on WSIS: implementation of outcomes	29 to 30 January 2015	Geneva, Switzerland
ITU Council Working Group on international Internet-related Public Policy Issues	2 to 3 February 2015	Geneva, Switzerland
ITU Council Working Group on Financial and Human Resources	4 to 6 February 2015	Geneva, Switzerland

¹ COM/CITEL/doc. 1645/14 rev.1

Meeting	Date	Venue
Seminar, “IMT towards 2020 and beyond”	25 February 2015 [TBC]	Medellin, Colombia
XXV Meeting of PCC.II	23 to 27 February 2015	Medellin, Colombia
XXX Meeting of COM/CITEL	16 – 17 March 2015	Washington DC, USA
Second Session Preparatory Meeting for the World Radiocommunication Conference	23 March to 2 April 2015	Geneva, Switzerland
Meeting of the Working Group to Prepare for the ITU Council Meetings	12 to 22 May 2015	Geneva, Switzerland
2012 Council Session	12 to 22 May 2015	Geneva, Switzerland
Joint Workshop with the International Telecommunication Union (ITU) On Emergency Telecommunications	25 May 2015	Cusco, Peru
XXVI Meeting of PCC.I	26 to 29 May 2015	Cusco, Peru
Seminar, “Methodologies for measuring user satisfaction indicators in telecommunication services”	27 May 2015 [TBC]	Cusco, Peru
Seminar “Security measures implemented by various countries when contracting prepaid mobile services”	28 May 2015 [TBC]	Cusco, Peru
XXVI Meeting of PCC.II	17 to 21 August 2015	Ottawa, Canada
XXVII Meeting of PCC.I	5 to 9 October 2015	[TBD]
Meeting of the Working Group to Prepare for WRC	26 to 30 October 2015	Geneva, Switzerland
Assembly of Radiocommunications	26 to 30 October 2015	Geneva, Switzerland
World Radiocommunication Conference	2 to 27 November 2015	Geneva, Switzerland
XXXI Meeting of COM/CITEL	7 to 8 December 2015	[TBD]

 ITU Meetings

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

CITEL DRAFT BUDGET FOR 2015

(In US\$)

	REGULAR FUND	SPECIFIC FUNDS			TOTAL
	OAS RF	SF PCC.I	SF PCC.II	VC	
<u>INCOME</u>					
OAS Regular Fund (Personnel)	462,700				462,700
OAS Regular Fund (Non-personnel)	100,100				100,100
Specific Funds Balance PCC.I - January 1, 2015					
Specific Funds Income of the PCC.I		138,250			138,250
Specific Funds Balance PCC.II - January 1, 2015					
Specific Funds Income of the PCC.II			243,250		243,250
Voluntary Contributions (Interpretation during WRC-15) To be confirmed				15,000	15,000
TOTAL INCOME	562,800	138,250	243,250	15,000	959,300
<u>EXPENDITURES</u>					
<u>CITEL Secretariat</u>					
Staff Salaries : US\$685,760					
Salaries for 3 staff [Paid from Regular fund]	462,700				462,700
Staff Salary (50% for 2) [Contribution from SF PCC.I (US\$)]		111,530			111,530
Staff Salary (50% for 2) [Contribution from SF PCC.II (US\$)]			111,530		111,530
Administrative Expenditures (see attached table)	68,000				68,000
Total Secretariat's Expenditures	530,700	111,530	111,530		753,760
<u>CITEL Meetings</u>					
XXVI PCC.I Meeting		13,360			13,360
XXVII PCC.I Meeting		13,360			13,360
XXV PCC.II Meeting			59,560		59,560
XXVI Meeting PCC.II			59,560		59,560
XXX Meeting COM/CITEL	10,000				10,000
XXXI Meeting COM/CITEL	10,000				10,000
Total Meeting Expenditures	20,000	26,720	119,120		165,840
<u>Other expenditures</u>					
Scholarships	7,600				7,600

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

Projection of Administrative Expenses for 2015 (US\$)

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

(*)

Annual Report	4,500
Secretariat	27,500
	<u>32,000</u>

PCC.I DRAFT BUDGET - 2015

(US\$)

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

PCC.II DRAFT BUDGET - 2015

(US\$)

INCOME

OAS Regular Fund (Non-personnel)

Balance PCC.II Specific Fund - 1 January 2015

Income - PCC.II Specific Fund

Voluntary contributions

TOTAL INCOME

EXPENDITURES

CITEL Secretariat

Staff Salaries: US\$

Staff Salary (50% for 2) [Contrib. SF PCC.II]

Total Secretariat expenses

CITEL Meetings

XXV PCC.II Meeting

XXVI PCC.II Meeting

Total meeting costs

Other expenditures

Support of the Secretariat at WRC-15

Total other expenses

TOTAL EXPENDITURES

INCOME - EXPENDITURES =

REGULAR FUND	SPECIFIC FUND		TOTAL
OAS RF	SF PCC.II	VC	
	243,250		243,250
	243,250		243,250
	111,530		111,530
	111,530		111,530
	59,560		59,560
	59,560		59,560
	119,120		119,120
	12,600		12,600
	12,600		12,600
	243,250		243,250
	0		0