

COM/CITEL/RES. 286 (XXXII-16)¹

ADOPTION OF THE OPERATIONS PLAN FOR 2017

The 32 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 2017 contained in Annex 1 hereto.
- 2. To approve the draft program-budget for 2017 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 2017 approved.

¹ COM/CITEL/doc. 89/16 rev. 2

ANNEX 1 TO RESOLUTION COM/CITEL/RES. 286 (XXXII-16)

PRELIMINARY CALENDAR OF CITEL 2017

Meeting	Date	Venue
Working Group of the ITU Council	January 30 to February 10, 2017	Geneva, Switzerland
Expert Group on the International Telecommunication Regulations	February 9 to 10, 2017	Geneva, Switzerland
9 th Inter-American Meeting of Ministers of Education	February 9 to 10, 2017	Nassau, Bahamas
Regional Development Forum for the Americas	February 21, 2017	Asunción, Paraguay
Regional Preparatory Meeting for WTDC-17	February 22 to 24, 2017	Asunción, Paraguay
Mobile World Congress & Ministerial Programme 2017	February 27 to March 2, 2017	Barcelona, Spain
ITU-D (SG 01)	March 27 to 31, 2017	Geneva, Switzerland
ITU-D (SG 02)	April 3 to 7, 2017	Geneva, Switzerland
7th. ITU Green Standards Week	April 3 to 5, 2017	Manizales, Colombia
Workshop on “Digital Inclusion and Meaningful Broadband Adoption in the Americas”	April 17, 2017 (Monday before the first day of the 30 Meeting of PCC.I)	Lima, Perú
Seminar: Telecommunication Services and their impact on Privacy Protection	April 18, 2017 (session of the Working Group on Policies and Regulations during the 30 Meeting of the CCP.I)	Lima, Perú
Seminar on Development Project Management	April 19, 2017 (session of the Rapporteurship on Regional Initiatives during the 30 Meeting of the CCP.I)	Lima, Perú
30 Meeting of PCC.I	April 18 to 21, 2017	Lima, Perú
Radiocommunication Advisory Group (RAG)	April 25 to 27, 2017	Geneva, Switzerland
Telecommunication Standardization Advisory Group (TSAG)	May 1 to 5, 2017	Geneva, Switzerland

Meeting	Date	Venue
RPM Coordination Meeting	May 8, 2017	Geneva, Switzerland
Telecommunication Development Advisory Group (TDAG)	May 9 to 11, 2017	Geneva, Switzerland
2017 Session of the ITU Council	May 15 to 25, 2017	Geneva, Switzerland
OAS General Assembly	June 2017	México
WSIS Forum 2017	June 12 to 16, 2017	Geneva, Switzerland
29 Meeting of PCC.II	June 27 to 30, 2017	Orlando, United States of America
31 Meeting of PCC.I	24 al 28 de julio de 2017	San Salvador, El Salvador
ITU's Global Symposium for Regulators (GSR-17)	July 14 to 17, 2017	Nassau, Bahamas
Working Group to prepare for and follow up on WTSA, WCIT, and WTDC	October 9 to 20, 2017	Buenos Aires, Argentina
World Telecommunication Development Conference (WTDC-17)	October 9 to 20, 2017	Buenos Aires, Argentina
30 Meeting of PCC.II	November 28 to December 1, 2017	Colombia
33 Meeting of COM/CITEL	December 12 to 14, 2017	Punta Cana, República Dominicana
7 Assembly of CITEL	First quarter of 2018 (before February 28, 2018 to have documents ready for the PP)	Argentina
34 Meeting of COM/CITEL	After the Assembly	Argentina
ITU Plenipotenciary Conference 2018 (PP-18)	October 29 to November 16, 2018	Dubai

ANNEX 2 TO RESOLUTION COM/CITEL/RES. 286 (XXXII-16)

ESTIMATED BUDGET FOR THE INTER-AMERICAN TELECOMMUNICATION COMMISSION (CITEL) YEAR 2017

(Amount in US\$)

	REGULAR FUND	REGULAR FUND	SPECIFIC FUNDS		TOTAL
	RF OAS	CITEL-MEETINGS	SF PCC.I	SF PCC.II	
INCOME					
OAS Regular Fund (Personnel)	294,300				294,300
OAS Regular Fund (Non Personnel)	70,500	57,300			127,800
Specific Funds Income of the PCC.I			202,500		202,500
Specific Funds Income of the PCC.II				400,500	400,500
TOTAL INCOME	364,800	57,300	202,500	400,500	1,025,100
EXPENDITURES					
Secretariat of CITEL					
Staff Salaries: US\$ 294,300					
Sal. 2 Staffs [Paid by the OAS Regular Fund]	294,300				294,300
50% Sal. 2 Staffs [Contrib. SF PCC.I (US\$)]			122,960		122,960
50% Sal. 2 Staffs [Contrib. SF PCC.II (US\$)]				122,960	122,960
Administrative Expenditures Regular Fund (See attached Table)	50,500				50,500
Total Secretariat's Expenditures:	344,800	0	122,960	122,960	590,720
CITEL's Meeting and Activities					
30 Meeting PCC.I			30,000		30,000
31 Meeting PCC.I			30,000		30,000
29 Meeting PCC.II				80,000	80,000
30 Meeting PCC.II				80,000	80,000
33 Meeting of COM/CITEL		27,300			27,300
Basic activities of the Secretariat of CITEL	20,000		19,540	40,000	79,540
Additional Resources for the Strategic Plan (Resol. COM/CITEL/RES. 266 (XXXI-15))				77,540	77,540
Total Meeting and Activities Expenditures	20,000	27,300	79,540	277,540	404,380

Other Expenditures

Support from the Secretariat to Meetings and International Representations		30,000			30,000
Total Other Expenditures	0	30,000	0	0	30,000
TOTAL - EXPENDITURES	364,800	57,300	202,500	400,500	1,025,100
TOTAL INCOME - TOTAL EXPENDITURES	0	0	0	0	0

PROJECTION OF ADMINISTRATIVE EXPENSES FOR 2017 (US\$)

SECRETARIAT REGULAR FUND

SECRETARIAT

Budget		50,500	
Expenses	Documents		-
	Equipment		1,477
	Supplies		1,200
	Postage		400
	Phone, Fax		800
	Server Maintenance		2,400
	LAN-Internet		4,300
	LAN-Printer		400
	Translation Costs (*)		25,700
	Courier/S&H charges		400
	AD&D Insurance		350
	Webex		1,023
	Software licenses (annual payment)		10,450
	VPN		1,600
	Other		-
Total			50,500

(*)

Annual Report	3,500
Secretariat	22,200
	<u>25,700</u>

CCP-I

PCC-I DRAFT BUDGET – 2017

(US\$)

		SPECIFIC FUNDS		TOTAL
		SF PCC.I	Associate Personnel	
INCOME				
OAS Regular Fund (Non-Personnel)				
Balance PCC.I Specific Funds - 1 January 2017				
Income - Specific Funds PCC.I		202,500		202,500
Voluntary Contributions				
TOTAL INCOME:		202,500		202,500
EXPENDITURES				
CITEL Secretariat				
Staff Salaries: US\$				
Staff Salaries (50% by 2)	[Contribution SF PCC.I]	122,960		122,960
Total Secretariat Expenses:		122,960		122,960
CITEL's Meetings and Activities				
30 Meeting PCC.I		30,000		30,000
31 Meeting PCC.I		30,000		30,000
Basic activities of the Secretariat of CITEL		19,540		19,540
Additional Resources for the Strategic Plan (Resol. COM/CITEL/RES. 266 (XXXI-15))				
Total CITEL's Meetings and Activities:		79,540		79,540
Other Expenditures				
Total Other Expenditures:				0
TOTAL EXPENDITURES:		202,500		202,500
TOTAL INCOME - TOTAL EXPENDITURES:		0		0

CCP-II

PCC-II DRAFT BUDGET - 2017

(US\$)

		SPECIFIC FUNDS		TOTAL
		SF PCC.II	Associate Personnel	
INCOME				
REGULAR FUND (Non-Personnel)				
Balance Specific Funds PCC.II - 1 January 2017				
Income - Specific Funds PCC.II		400,500		400,500
Voluntary Contributions				
TOTAL INCOME:		400,500		400,500
EXPENDITURES				
CITEL's Secretariat				
Staff Salaries: US\$				
Staff Salaries (50% by 2)	[Contribution SF PCC.II (US\$)]	122,960		122,960
Total Secretariat Expenditures:		122,960		122,960
CITEL's Meetings and Activities				
29 Meeting PCC.II		80,000		80,000
30 Meeting PCC.II		80,000		80,000
Basic activities of the Secretariat of CITEL		40,000		40,000
Additional Resources for the Strategic Plan (Resol. COM/CITEL/RES. 266 (XXXI-15))		77,540		77,540
Total CITEL's Meetings and Activities:		277,540		277,540
Other Expenditures				
Total Other Expenditures		0		0
TOTAL EXPENDITURES		400,500		400,500
TOTAL INCOME - TOTAL EXPENDITURES:		0		0