

CITEL PRESENTATION OF INTER-AMERICAN CONTRIBUTIONS TO THE STUDY GROUPS AND QUESTIONS OF THE DEVELOPMENT (ITU-D) AND STANDARDIZATION (ITU-T) SECTORS OF THE INTERNATIONAL TELECOMMUNICATION UNION (ITU)

The XXV Meeting of Permanent Consultative Committee I: Telecommunications/Information and Communication Technologies (PCC.I),

CONSIDERING:

- a) That the CITEL Strategic Plan for 2014-2018 has established a greater linkage between the work of PCC.I and that of the ITU-T and ITU-D Study Groups;
- b) That there is no substantial participation of the CITEL administrations in the work of these Study Groups;
- c) That it is advisable to approve a procedure for the consolidation of Inter-American Contributions to be submitted to the Study Groups of the Telecommunications Development (ITU-D), as well as in the various Questions in which the administrations participating in CITEL might be interested, and the Telecommunications Standardization (ITU-T) Sectors of the International Telecommunication Union (ITU);
- d) That it is necessary to include the procedures to be followed in the rapporteurships of PCC.I Working Groups for revising these contributions when it is deemed necessary and to make it possible to coordinate these with the Vice-Chairs of the Region in the Study Groups and Regional Groups, when applicable,

RESOLVES:

- 1. To adopt the procedure described in the Annex for drafting, adopting, presenting and amending Inter-American Contributions to the Telecommunications Development (ITU-D) and the Telecommunications Standardization (ITU-T) Study Groups of the International Telecommunication Union (ITU). This procedure will also be applied to the ITU-T Revision Committee and Focal Groups.
- 2. This procedure shall be assessed for a period of 18 (eighteen) months. In this period, tests shall be conducted to assess the effectiveness of the process of discussing and sending Inter-American Contributions (IC) for the ITU Development and Standardization Sectors of the ITU. Once this trial period has concluded, this procedure shall be revised.

¹ CCP.I-TIC/doc. 3326/14 rev.3

ANNEX TO RESOLUTION PCC.I/RES. 234 (XXV-14)

PROCEDURE FOR THE PREPARATION, ADOPTION, PRESENTATION AND REVISION OF INTER-AMERICAN CONTRIBUTIONS TO BE SUBMITTED TO THE STUDY GROUPS AND QUESTIONS OF THE TELECOMMUNICATIONS DEVELOPMENT (ITU-D) AND THE TELECOMMUNICATIONS STANDARDIZATION (ITU-T) SECTORS OF THE INTERNATIONAL TELECOMMUNICATION UNION (ITU)

1. OBJECTIVES

- To establish the procedure to be followed for any document developed in Permanent Consultative Committee I: Telecommunications/Information and Communication Technologies (PCC.I) to be submitted to the Telecommunications Development (ITU-D) and the Telecommunications Standardization (ITU-T) Study Groups of the International Telecommunication Union (ITU) in the form of an INTER-AMERICAN CONTRIBUTION (IC). CIs will be developed separately for each Study Group. CIs developed for one Group cannot and will not be used by the others.
- This procedure will also be applied to the ITU-T Revision Committee and Focal Groups.
- In using this procedure, every effort should be made to reach consensus among the CITELE administrations.

2. DEFINITIONS

The following definitions are provided for purposes of this procedure:

- a. **RAPPORTEURSHIP:** Specific Rapporteurship of a PCC.I Working Group for each ITU-T/ITU-D Study Group or Question.
- b. **STUDY GROUPS:** Telecommunications Development (ITU-D) and Telecommunications Standardization (ITU-T) Study Groups of the International Telecommunication Union (ITU).
- c. **QUESTIONS:** Specific tasks in the Study Groups of the ITU Development Sector.
- d. **CONTRIBUTION:** A proposal that is submitted for discussion with a view to its becoming a DRAFT INTER-AMERICAN CONTRIBUTION and later an INTER-AMERICAN CONTRIBUTION.
- e. **DRAFT INTER-AMERICAN CONTRIBUTION (DRAFT IC):** A PROPOSAL that after being considered and discussed by the Member States has the support of more than one (1) administration.
- f. **INTER-AMERICAN CONTRIBUTION (IC):** A PROPOSAL or a DRAFT IC, of which the RAPPORTEURSHIP has completed its consideration and discussion and that has been supported by no fewer than 4 (four) administrations.

A. DRAFTING OF INTER-AMERICAN CONTRIBUTIONS TO BE SUBMITTED TO THE MEETINGS OF THE RELEVANT STUDY GROUPS AND QUESTIONS

A1. STEPS

The steps in the procedure for the presentation and adoption of INTER-AMERICAN CONTRIBUTIONS to be submitted to the STUDY GROUP meetings are:

Step 1. Evaluation of the support for and opposition to a PROPOSAL or DRAFT INTER-AMERICAN CONTRIBUTION

At the meeting of the relevant rapporteurship, the proposal or draft proposal of the INTER-AMERICAN CONTRIBUTION to be submitted to the ITU Study Group shall be discussed. The deadline for concluding the deliberations about the proposed contribution must take into account the date of the next meeting of the ITU-T or ITU-D Study Group to which it is to be submitted.

Step 2. Discussion in a Plenary Session of the PCC.I

The Rapporteur/Chair of the Group must inform the plenary about the existence of Proposals or Draft Proposals of INTER-AMERICAN CONTRIBUTIONS so that the State Members attending can voice their support or opposition to any of these proposals.

Step 3. Sending INTER-AMERICAN CONTRIBUTIONS to the ITU

The Secretariat of CITEL will send the ICs to the ITU, in accordance with ITU rules, deadlines and procedures. The ICs sent to the ITU will contain a heading with the supporting CITEL administrations listed.

A2. SUPPORT

Administrations wishing to support a PROPOSAL, DRAFT IC or CP under consideration must do so, either orally or in writing, at a RAPPORTEURSHIP meeting or in reply to the pertinent circular sent out by the CITEL Secretariat.

A3. OPPOSITION

It is understood that administrations opposing a DRAFT IC or an IC will clearly indicate the reasons for their opposition.

Administrations wishing to oppose a DRAFT IC or an IC that has been circulated before a RAPPORTEURSHIP meeting, as applies, must do so during a RAPPORTEURSHIP meeting or a plenary meeting of PCC.I, orally or in writing, as stipulated in Item A1, Steps 1 and 2.

Likewise, it is understood that if an administration chooses to oppose a particular INTER-AMERICAN CONTRIBUTION at a STUDY GROUP OR QUESTIONS meeting, that administration will make every effort to inform the RAPPORTEURSHIP of its intention.

A4. GENERAL PROVISIONS

A4.1. Support Management

The administration(s) that originally submitted the PROPOSAL is (are) to undertake the task of coordinating and developing support for it so that it may become a DRAFT IC and later an IC.

A4.2. Coordination of ICs

The RAPPORTEURSHIP Rapporteur will coordinate all of the PROPOSALS and DRAFT ICs to ensure that no opposing IAPs are produced on one and the same subject.

A4.3. Format for DRAFT ICs

The heading of each DRAFT IC considered in the RAPPORTEURSHIP must include the following elements in the order indicated below:

- a. The names of the CITEL administrations that expressed their support;
- b. The names of the CITEL administrations that have expressed their opposition.

A4.4. Contact points

Communication with the administrations should be channeled through the contact points identified to the RAPPORTEURSHIP.

A4.5. Administrations' domestic activity

Administrations are encouraged to plan their domestic preparatory activities in such a way as to be prepared to indicate their support for or opposition to a CONTRIBUTION or a DRAFT IC as early as possible or during the RAPPORTEURSHIP meeting.

B. REVISION OF AN INTER-AMERICAN CONTRIBUTION

Immediately after a STUDY GROUP meeting, it may become necessary to revise an IC, based on discussions during the meeting, as applicable.

In that case, CITEL Member States that originally supported the IC if they are not attending the meeting shall be consulted by electronic means to examine the matter to decide whether the draft revision is applicable. If any of these CITEL Member States fails to support the revision, the IC will remain unchanged.

If all CITEL Member States that supported the contribution agree to propose that revision, it will be submitted to the RAPPORTEURSHIP for consideration and if no CITEL Member States in attendance at that RAPPORTEURSHIP meeting expresses its opposition, it will be considered approved. However, if during the RAPPORTEURSHIP meeting a CITEL Member State expresses its opposition, then the revised IC will only be approved if no more than 25% of the CITEL Member States in attendance at the meeting oppose its adoption.

Any CITEL Member State wishing to add its name to a revised IC will get in touch with the CITEL Secretariat in order to follow the procedure established with the ITU.

A revised IC amends, replaces and eliminates the original IC in question.

C. SCOPE OF THIS PROCEDURE

Any topic for which no provision is made in this procedure must be resolved in a plenary session of PCC.I, after appropriate consultation with the RAPPORTEURSHIP.

The administrations that support the PROPOSED IC will be able to present the INTER-AMERICAN CONTRIBUTIONS and shall submit a report of the activities of each question that might be of interest to the CITEL administrations, as well as the study groups of the Development Sector and the ITU-T.

D. REVISION OF THE PROCEDURE

This procedure must be used up to the XXIX Meeting of PCC.I, at which time a report from each RAPPORTEURSHIP that used the procedure shall be presented to a plenary session of PCC.I and, on the basis of the reports, this procedure will have to be revised.