

EFFICIENCY MEASURES AND SPENDING MORATORIUM

The XXIV Meeting of the Permanent Executive Committee (COM/CITEL),

RECOGNIZING:

That, due to the number of important communications activities and events taking place each year, the need for close coordination among CITEL countries, and the current economic situation affecting businesses and governments worldwide, some revised policies need to be put in place to ensure the proper, continued operation of the CITEL Secretariat's support of the essential functions of CITEL.

CONSIDERING:

- a) That OAS budget cuts have resulted in reduced CITEL operating funds;
- b) That the dues paid by the CITEL Associate Members cover the cost of the meetings of the CITEL permanent consulting committees as well as the salary of two CITEL Secretariat personnel which are required to support these meetings;
- c) That the economic situation causes an uncertainty in the level of Associate Member dues that will be received in the near future;
- d) That some reduction in the cost of operating the CITEL Secretariat is necessary;
- e) That in order to effectively reduce the cost of operating the CITEL Secretariat without affecting the basic mission of CITEL, all operating costs of CITEL Secretariat must be identified, including travel of all CITEL personnel to various meetings and conferences;
- f) That any increase in spending, beyond what is annually approved by COM/CITEL each year, must be avoided;

¹ COM/CITEL/doc.1422/10 rev.1

RESOLVES:

1. To invite Member States through COM/CITEL to take a more active role in budget and management oversight, including approval of all travel for 2011 financed by CITEL funds;
2. To instruct the Executive Secretary to present to COM/CITEL the updated job descriptions of the Secretarial Staff paid by the specific funds;
3. To instruct the Executive Secretary to implement the following cost-cutting measures intended to enable the Secretariat of CITEL to continue to operate efficiently in circumstances of financial constraint:
 - To provide on a quarterly basis a financial operating report on the budgetary execution and expenditure to COM/CITEL;
 - To establish a moratorium on all CITEL staff travel to events in 2011 other than to PCC.I, PCC.II and COM/CITEL meetings, or otherwise expressly approved by COM/CITEL, and to direct that only three staff members of CITEL may travel to PCC.I, PCC.II and COM/CITEL meetings when these meetings are held outside the Washington, D.C. area;
 - To request the chairs of the PCCs to identify the requirements necessary to revamp CITEL's electronic interfaces (i.e., web-site, databases). to facilitate the work and efficiency of the Member States and Associate Members of CITEL, especially in view of the upcoming preparations for and participation in the World Radiocommunication Conference (WRC), the World Conference on International Telecommunications (WCIT) and the World Telecommunications Standardization Assembly (WTSA); and
 - To suspend publication of info@citel until COM/CITEL otherwise decides.

INSTRUCTS THE EXECUTIVE SECRETARY:

To provide a quarterly report of actions undertaken to address those measures identified in the resolves above.

INVITES MEMBER STATES:

1. To refrain from submitting Resolutions, Recommendations, or Decisions that will cause additional financial burdens not approved by COM/CITEL, unless the source of the funds is identified.
2. To consider the possibility of providing all documentations in both working languages in order to reduce costs.
3. To consider the possibility of financing all the costs related to the organization of the CITEL meetings outside the Washington, D.C. area.