



ORGANIZACION DE LOS ESTADOS AMERICANOS
ORGANIZATION OF AMERICAN STATES

Comisión Interamericana de Telecomunicaciones
Inter-American Telecommunication Commission

**XIII MEETING OF THE PERMANENT
EXECUTIVE COMMITTEE OF CITEL (COM/CITEL)**
December 16 to 19, 2003
El Calafate, Argentina

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FINAL REPORT

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(Document submitted by the Drafting Group)

INDEX

I.	AGENDA	1
II.	AUTHORITIES OF THE MEETING	2
III.	RESOLUTIONS.....	2
	COM/CITEL RES. 155 (XIII-03).....	2
	<i>ASSOCIATE FEES OF ASSOCIATE MEMBERS.....</i>	<i>2</i>
	COM/CITEL RES. 156 (XIII-03).....	5
	<i>CYBERSECURITY</i>	<i>5</i>
	COM/CITEL RES. 157 (XIII-03).....	6
	<i>INCREASED PARTICIPATION OF CITEL ADMINISTRATIONS</i>	<i>6</i>
	COM/CITEL RES. 158 (XIII-03)	6
	<i>CITEL PREPARATIONS FOR THE ITU CONFERENCES AND MEETINGS WITHIN THE MANDATE OF THE CITEL CONFERENCE PREPARATORY GROUP</i>	<i>6</i>
	COM/CITEL RES. 159 (XIII-03).....	8
	<i>APPROVAL OF THE PROGRAM OF COURSES TO BE DELIVERED BY CITEL DURING THE YEAR 2004.....</i>	<i>8</i>
	COM/CITEL RES. 160 (XIII-03).....	11
	<i>PROMOTION OF GENDER EQUALITY</i>	<i>11</i>
	COM/CITEL RES. 161 (XIII-03).....	12
	<i>ADDITION OF PERFORMANCE PARAMETERS OR INDICATORS TO CITEL STRATEGIC PLAN</i>	<i>12</i>
	COM/CITEL RES. 162 (XIII-03).....	15
	<i>MODIFICATION OF THE MANDATE OF THE WORKING GROUP TO PREPARE THE MEETINGS OF THE INTERNATIONAL TELECOMMUNICATION UNION (ITU) COUNCIL</i>	<i>15</i>
	COM/CITEL RES. 163 (XIII-03).....	16
	<i>UPDATE OF THE BLUE BOOK: TELECOMMUNICATION POLICIES FOR THE AMERICAS.....</i>	<i>16</i>
	COM/CITEL RES. 164 (XIII-03).....	18
	<i>DRAFT AGENDA, VENUE AND DATE OF THE XIV MEETING OF COM/CITEL.....</i>	<i>18</i>
	COM/CITEL RES. 165 (XIII-03).....	19
	<i>CITEL ACTIONS ON THE RESULTS OF THE FIRST PHASE OF THE WORLD SUMMIT ON THE INFORMATION SOCIETY</i>	<i>19</i>
	COM/CITEL RES. 166 (XIII-03).....	20
	<i>BOOK ON TELE-HEALTH IN THE AMERICAS.....</i>	<i>20</i>
	COM/CITEL RES. 167 (XIII-03).....	21
	<i>MOTOROLA USA FEE EXEMPTION REQUEST FOR THE YEARS 2000-2003, FOR ITS SUBSIDIARIES AND FORMER ASSOCIATE MEMBERS: MOTOROLA ARGENTINA, MOTOROLA COSTA RICA, AND MOTOROLA ECUADOR.....</i>	<i>21</i>
	COM/CITEL RES. 168 (XIII-03).....	22
	<i>PRINCIPLES FOR CONDUCTING SEMINARS.....</i>	<i>22</i>
	COM/CITEL RES. 169 (XIII-03).....	23
	<i>COOPERATION BETWEEN THE OAS GENERAL SECRETARIAT'S UNIT FOR SUSTAINABLE DEVELOPMENT AND ENVIRONMENT AND CITEL ON REDUCING THE VULNERABILITY OF THE TELECOMMUNICATIONS SECTOR TO NATURAL DISASTER.....</i>	<i>23</i>
	COM/CITEL RES. 170 (XIII-03).....	24
	<i>FOLLOW-UP OF OPERATIONS OF THE OAS GENERAL SECRETARIAT.....</i>	<i>24</i>
	COM/CITEL RES. 171 (XIII-03)	25

	<i>PREPARATION OF A REPORT ON IMPLEMENTATION OF MANDATES OF THE THIRD SUMMIT OF THE AMERICAS</i>	25
	COM/CITEL RES. 172 (XIII-03)	26
	<i>APPROVAL OF THE PLAN OF OPERATIONS FOR 2004</i>	26
IV.	RECOMMENDATIONS	37
	COM/CITEL REC. 7 (XIII-03)	37
	<i>COORDINATION OF TRAINING EFFORTS WITH THE ITU CENTER OF EXCELLENCE FOR THE AMERICAS REGION</i>	37
V.	DECISIONS	38
	COM/CITEL DEC. 33 (XIII-03)	38
	COM/CITEL DEC. 34 (XIII-03)	38
	COM/CITEL DEC. 35 (XIII-03)	38
	COM/CITEL DEC. 36 (XIII-03)	38
	COM/CITEL DEC. 37 (XIII-03)	38
	COM/CITEL DEC. 38 (XIII-03)	38
	COM/CITEL DEC. 39 (XIII-03)	38
	COM/CITEL DEC. 40 (XIII-03)	38
VI.	LIST OF BASIC DOCUMENTS	39

FINAL REPORT

The XIII Meeting of the Permanent Executive Committee of CITEI, COM/CITEI, was held in El Calafate, Argentina, from 16 to 19 December, 2003.

I. AGENDA¹

1. Approval of the agenda and schedule.
2. Establishment of committees for the meeting:
 - 2.1 Committee to draft the Final Report.
 - 2.2 Committee to prepare the 2004 Plan of Operations.
0. Report of the Chair of COM/CITEI.
1. Reports of the Chairs of the Permanent Consultative Committees.
2. Report and meeting of the Working Group to Prepare for Conferences to consider regional preparations for world conferences and meetings.
3. Reports and meetings of the COM/CITEI Working Groups.
 - 6.1 General coordination for the development of human resources.
 - 6.2 Working Group on the Strategic Plan of CITEI.
 - 6.3 Working Group to Prepare for the Meetings of the Council of the ITU.
 - 6.4 Connectivity Initiatives Management Group.
4. Approval of the annual report on CITEI activities.
5. Approval of the 2004 Plan of Operations (activities, budget, and meeting schedule for 2004).
6. Follow-up of the Agenda for Connectivity in the Americas and Plan of Action of Quito.
7. Update of the Blue Book: Telecommunications Policies for the Americas.
8. Results of the World Summit on the Information Society (Geneva, 2003).
9. Review of proposed amendments to the Statute and the Regulations of CITEI.
10. Review of OAS General Assembly resolutions affecting CITEI.
11. Gender equity and equality issues.
12. Matters related to reduction of the vulnerability of telecommunications infrastructure to natural disasters in the Hemisphere.
13. Report on the status of the CITEI Cooperation Agreements.
14. Status of associate members.
15. Date, agenda, and venue of the next meeting.
16. Other business.
17. Approval of the Final Report.

¹ COM/CITEI/doc.769/03 rev.1

II. AUTHORITIES OF THE MEETING

Chairman: Mr. Guillermo Moreno (Argentina)
Deputy Chairman: Mr. Fulvio Madaro (Argentina)
Vice-Chairman: Mr. Jaime Herrera (Costa Rica)
Executive Secretary: Mr. Clovis Baptista (CITEL)

Drafting Group:

Chair person: Ms. Paula Córdoba (Argentina)
Miembros: Ms. María Luz Melon D. de Pardo (Argentina)
Ms. Nyurka Rodríguez (Venezuela)
Mr. Michael Lynch (United States)

III. RESOLUTIONS

COM/CITEL RES. 155 (XIII-03)² ASSOCIATE FEES OF ASSOCIATE MEMBERS

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

CONSIDERING:

- a) That article 87 of the CITEL Regulations sets forth that associate members shall share in the costs of operation of the PCC in which they participate through the payment of an annual fee and that the CITEL Assembly established a minimum fee of US\$ 2,500;
- b) That COM/CITEL counts on such fees to prepare its budget and to schedule PCC activities;
- c) That article 87 establishes deadlines for payment of the annual fee and stipulates that associate members that do not meet their obligations on those deadlines shall have their membership privileges suspended and shall become passive associate members until their accounts are paid up to date;
- d) That article 87 sets forth that passive as well as active associate members shall be liable for their annual fee until they renounce membership and that, as a consequence, fees in arrears of passive associate members who have not renounced membership continue to increase and significantly;
- e) That despite diligent efforts by the Secretariat of CITEL to collect fees due by passive associate members, experience has shown that collecting fees that have been in arrears for more than three years is a remote possibility;
- f) That the existence of fees past due for more than three years and that are recognized in the CITEL financial statements as collectible, distorts and complicates the budgeting process; and

² COM/CITEL/doc.771/03 rev.1

g) That article 87 does not provide for a method to credit payment of fees past due but it is the practice in the OAS to credit fee incomes against the pending balance of the earliest fiscal year,

RESOLVES:

1. To add the text in italics below to Section 6 of article 87:
 1. Any associate member may renounce membership to any PCC by written notification of such intention addressed to the Executive Secretary. Such renunciation will become effective 90 days from the date of notification. In such a case, membership fees will be prorated on a yearly basis. *Passive associate member that is more than two years in arrears in the payment of membership fees shall be deemed to have implicitly renounced membership effective immediately.*
2. To add the following new Sections 8 and 9 to article 87:
 8. The Executive Secretary shall make all reasonable efforts to collect past due membership fees and shall report on those efforts annually to COM/CITEL. Membership fees past due for more than three years shall be considered uncollectible and shall be treated accordingly on CITEL's financial statements.
 3. Fee incomes shall be credited against the outstanding balance of the earliest fiscal year, as is the practice in the OAS.
3. To enforce these modifications to article 87 immediately ad referendum of its ratification by the CITEL Assembly at the next regular meeting, in accordance with paragraph 2 of article 100 of the CITEL Regulations.
4. To instruct the Executive Secretary to take into account the following Schedule as a guideline for the application of article 87.

MEMBERSHIP FEE PAYMENT SCHEDULE

Year # 1

January 1 Payment of Year 1 is due.

March 2 Expiration of Period of Grace, unless the associate member informs the Executive Secretary on the reasons for the delay in payment and the Executive Secretary extends the deadline for payment up until June 30. Members who do not inform on the reasons for the delay shall be deemed passive associate members. Those who have been granted the extension shall remain active members.

July 1 Members who have been granted the extension and do not pay before the due date shall be deemed passive associate members.

Year # 2 (For passive associate members who did not pay the fee for Year #1)

January 1 Payment of Year 2 is due

March 2 Expiration of Period of Grace for year 2, unless the passive associate member informs the Executive Secretary on the reasons for the delay in payment and the Executive Secretary extends the deadline for payment up until June 30. Passive associate members who do not inform in a satisfactory manner on the reasons for delayed payment and, therefore have not been granted the extension shall now be 2 years in arrears. Those who pay their fees in full for Years 1 and 2 shall be deemed again as active associate members. Those who have been granted the extension for Year 2 shall remain passive associate members one year in arrears.

July 1 Passive associate members who have been granted the extension and have not paid the fees for Years 1 and 2 in full before the due date shall be two years in arrears. Those who pay their annual fees in full for Years 1 and 2 shall be deemed as active associate members.

Year # 3 (For passive associate members who did not pay fees for Years 1 and 2)

January 1 Payment of Year 3 is due

March 2 Expiration of Period of Grace for year 3, unless the associate member informs the Executive Secretary on the reasons for the delay in payment of Year 3 and the Executive Secretary extends the deadline for payment up until June 30. Members who do not inform in a satisfactory manner on the reasons for delayed payment of fees for Year 3 and have therefore not been granted the extension shall now be more than two years in arrears and their resignation will become effective as from March 2. Those who have been granted the extension for Year 3 shall remain passive associate members.

July 1 Passive associate members who have been granted the extension for Year 3 and have not paid in full the annual fees for the 3 years before this date shall be more than two years in arrears and their resignation will become effective as from July1.

COM/CITEL RES. 156 (XIII-03)³
CYBERSECURITY

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

RECOGNIZING:

That secure and efficient operation of the global telecommunications infrastructure is crucial to the welfare and development of all sectors of the economy and therefore is of vital interest to both governments and the private sector,

CONSIDERING:

That the third meeting of the PCC.I in Mexico City adopted a resolution on Cybersecurity (PCC.I/RES.35 (III-03)), which includes a work plan on cybersecurity,

RESOLVES:

1. To solicit information from CITEL Member States regarding their efforts to enhance cybersecurity in order to carry out the CITEL work plan on cybersecurity.
2. To instruct the Chairman of PCC.I to carry out this work accordingly.

³ COM/CITEL/doc.838/03 rev.1

COM/CITEL RES. 157 (XIII-03) ⁴
INCREASED PARTICIPATION OF CITEL ADMINISTRATIONS

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

RECOGNIZING:

The need to increase the participation of CITEL Member States in the work of CITEL,

CONSIDERING:

- a) That Resolution COM/CITEL RES.149 (XII-02), Strategic Plan of CITEL 2002-2006, listed the limited participation of Member States in CITEL's endeavors as one of the current weaknesses of CITEL; and
- b) That the same document's first strategic priority for the 2002-2006 period is to motivate participation and increase the responsibility of each and every Member State,

RESOLVES:

To mandate the Chairs of PCC.I, PCC.II and the Conference Preparatory Working Group to gather views from their respective members and develop measures in order to overcome the situation.

COM/CITEL RES. 158 (XIII-03) ⁵
**CITEL PREPARATIONS FOR THE ITU CONFERENCES AND MEETINGS WITHIN THE
MANDATE OF THE CITEL CONFERENCE PREPARATORY GROUP**

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

CONSIDERING:

- a) The resolution of the CITEL Assembly (CITEL/RES.46 (III-02)) to set up the Conference Preparatory Working Group (WGCP) to focus and enhance the contribution of CITEL to Worldwide Conferences and Meetings;
- b) The need to increase the participation of CITEL Member States in the work of CITEL, particularly in the preparations for the Plenipotentiary Conference and associated meetings of the International Telecommunication Union and the need to enhance the contribution of CITEL Member States to ITU; and
- c) That much of the ITU preparatory processes will take place electronically through correspondence groups and the need for CITEL Member States to be active contributors to this work,

⁴ COM/CITEL/doc.853/03

⁵ COM/CITEL/doc.856/03 rev.1

RECOGNIZING:

That the mandate of the working groups created following decisions of the Plenipotentiary Conference 2002 (PP-02) includes review of the three Sectors of the ITU and, in particular, their internal structures and working procedures, various management issues as well as the rights and obligations of the membership,

RESOLVES:

1. To bring to the attention of the Permanent Consultative Committees the work of the ITU Working Groups and the preparatory process of the WGCP to coordinate the development of CITELE positions and proposals.
2. To invite the PCCs to consider the issues associated with the Council Working Groups, particularly as they relate to the functioning of the Radiocommunication, Telecommunication Standardization and Development Sectors taking into account the questions identified in the Annex and to provide the views to the WGCP.

FURTHER RESOLVES:

To invite Member States of CITELE and associate members as appropriate:

- to register for and engage in the electronic work of the ITU working groups; and
- to undertake to advise the CITELE Secretariat of the principal contact points in the Member States for the ITU working groups.

ANNEX TO RESOLUTION COM/CITELE RES.158(XIII-03)

Questions which might be asked or which are being asked in other regions:

- Is it necessary or desirable for the internal structures of the three sectors to remain identical?
- Within the Radiocommunication Sector, should there be a streamlining of the groups and meetings convened to prepare for World Radiocommunication Conference in relation to the technical study work? Should there be a rationalization of the structures (e.g. Assembly, Special Committee on Regulatory and Procedural Matters, Conference Preparatory Meetings and Study Groups) to prevent duplication of work? Consideration of these matters as addressed by the Radiocommunication Assembly (June 2003) would be useful.
- For the Telecommunication Standardization Sector, can the technical standardization work be organized or conducted differently in order to meet the needs of the industry and preserve the ITU-T as a pre-eminent global standards development body?
- Can the functions of the WTSA be honed so that it remains both a globally inclusive forum for the ITU membership and yet allows the technical standards development work so important to Sector Members to progress dynamically?
- In the Development Sector, should the PP-02 decision to move to regional preparatory meetings for WTDCs be made permanent? Should the role and functions of Development Study Groups be

examined in order to place a higher priority on program-delivery (e.g. Human Resources Development (HRD)) and project-execution work in the Bureau for Telecommunications Development?

COM/CITEL RES. 159 (XIII-03)⁶

APPROVAL OF THE PROGRAM OF COURSES TO BE DELIVERED BY CITEL DURING THE YEAR 2004

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

CONSIDERING:

- f) That the Coordinator for the Development of Human Resources' report points to the outstanding results achieved by the 2003 CITEL training program;
- g) That the results of the survey on 2004 training needs presented by the CITEL Member States are already available; and
- h) That cooperation with the ITU Center of Excellence for the Americas has continued and strengthened,

FURTHER CONSIDERING:

- a) The offer by the Inter-American Agency for Cooperation and Development (IACD) of the Organization of American States (OAS) to participate in the 2004 Program of Professional Development Fellowships; and
- b) That as COM/CITEL is being held, the results of IACD's course selection are still unknown,

RESOLVES:

1. To approve the 2004 course selection made by the Coordination for the Development of Human Resources taking into account the priorities in Member State training needs, and that was presented to the IACD to participate in the 2004 Program of Professional Development Fellowships where the number of fellowship shall be authorized by the Coordinator bearing in mind the available 2004 budget and the Organization of American States regulations:

⁶ COM/CITEL/doc.839/03

Title	Organization
NEW GENERATION NETWORKS	ITU Center of Excellence for the Americas
PROJECT MANAGEMENT	National Telecommunication Administration (ANTEL Uruguay)
VOIP TECHNOLOGY	ITU Region (ICE-COSTA RICA)
E-BUSINESS GTE	ITU Center of Excellence for the Americas (ICE Costa Rica)
COSTING AND EVALUATION OF NETWORK SERVICES PROJECTS APPLIED TO DECISION-MAKING	School of Engineering of the Catholic University of Uruguay (UCUDAL)
PRICE AND COST ANALYSIS OF TELECOMMUNICATION SERVICES	Federal Telecommunications Commission of Mexico (COFETEL)
NEGOTIATION STRATEGIES	Association of Engineers of Colombia (ACIEM)
REGULATION IN THE TELECOMMUNICATIONS SECTOR	National Telecommunications Research and Training Institute of Peru (INICTEL)
NEW BROADCASTING TECHNOLOGIES	US Telecommunications Training Institute (USTTI) (The Caribbean Member States shall be given preference)

2. To allocate 30 fellowships in accordance with the detail below and the courses which were first delivered by CITELE very successfully in 2003 according to resolution COM/CITELE RES. 142 (XII-02). The 2004 CITELE budget for fellowships will be used.

Course	Offered by	Dates	Number of Scholarships Allocated	Language
Telecommunications Networks for Non-Technicians	Technical Telecom Commission of Central America (COMTELCA) through ITU Center of Excellence for the Region of the Americas	Distance learning	30 offered at US\$ 100	Spanish
Network Interconnection (second level)	Association of Engineers of Colombia (ACIEM) through ITU Center of Excellence for the Region of the Americas	Distance learning	30 offered at US\$ 200	Spanish and English
Mobile Network Planning	School of Engineering and Technologies of the Catholic University of Uruguay through	Distance learning	30 offered at US\$ 200	Spanish and English

Course	Offered by	Dates	Number of Scholarships Allocated	Language
	the ITU Center for Excellence for the Region of the Americas			

3. That the General Coordinator is empowered to schedule course dates, to select other courses to meet the training needs of Member States and to decide on the number of scholarships to be granted in each case up to the maximum fellowship budget available to the Commission and using as a basis the list of courses on document COM/CITEL/doc.818/03.

4. To thank the OAS Department of Fellowships for their continuous and excellent support in disseminating CITEL course offer.

5. To request once again the points of contact of CITEL at the Member States that they communicate with the National Liaison Offices of their countries in order to point out the significance of simplifying procedures and allowing a simpler access to scholarships in the telecommunications area.

6. That the conditions under which courses will be offered –unless otherwise stated – shall be:

- The maximum number of students taking lessons per distance learning course will be 35.
- The maximum fee for CITEL scholarships per distance learning course will be US\$ 200.
- 10% of the total amount collected from tuition fees from all the participants in the distance learning courses offered through CITEL/OAS (fellowship holders and participants with external funding) will be deposited in an account to be used as seed budget for the course program in coming years, and which authorization for use shall be through the Human Resources Coordinator.

INSTRUCTS THE EXECUTIVE SECRETARY:

- a) To carry out the relevant procedure for distance learning and face to face courses selected for the year 2004; and
- b) To do the widest possible dissemination of these courses

COM/CITEL RES. 160 (XIII-03)⁷
PROMOTION OF GENDER EQUALITY

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

CONSIDERING:

- a) That the promotion of gender equality is one of the key elements in human resource development;
- b) That a project (COM/CITEL/doc.780/03) to promote gender equality within the CITEL was submitted;
- c) That the CITEL Secretariat presented document COM/CITEL/doc.814/03 on the incorporation of the gender perspective; and
- d) That neither CITEL costs nor organizational structure should be augmented,

RESOLVES:

- 1. To instruct the Coordination for the Development of Human Resources with the organization of the necessary activities to promote gender equality.
- 2. These activities shall include:
 - a) Identifying a responsible contact person in each Administration.
 - b) Promoting the application of gender equality policies existing in the countries to the telecommunication sector.
 - c) Collecting and disseminating statistical data broken down by gender, introducing measurement instruments that allow to capture information on key issues to make the status of women known, “by working with electronic media”.
 - d) Promoting equality of opportunity in training programs, requesting the OAS to organize distance courses with contents on the promotion of gender equality, which may be disseminated by the administrations through the Center for Excellence nodes.

INSTRUCTS THE CITEL SECRETARIAT:

To coordinate tasks contained herein with those carried out by the Inter-American Commission on Women of the Organization of American States.

⁷ COM/CITEL/doc.845/03 rev.1

COM/CITEL RES. 161 (XIII-03) ⁸
ADDITION OF PERFORMANCE PARAMETERS OR INDICATORS TO CITEL STRATEGIC PLAN

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

CONSIDERING:

- a) That the CITEL Strategic Plan 2002-2006 is the result of an overall revision of the Strategic Plan for the period 2000-2004, approved by Resolution COM/CITEL RES.114 (IX-00); and
- b) That for preparation of this Strategic Plan, the document “CITEL’s Strategic Plan for the period 1999 – 2003” was taken into consideration, incorporating to that effect the global guidelines and strategies approved by the III CITEL Assembly (August, 2002),

RECOGNIZING:

- a) That the Strategic Plan indicates the present conditions of CITEL and the course it wishes to take, directing the Member States towards the same approach and unity of aims, under a Strategic Planning scheme for a five-year period;
- b) That the Strategic Plan contains an analysis of the telecommunications sector in the region, which includes the, opportunities weaknesses, and threats of the telecommunications services in this area;
- c) That the Strategic Plan encompasses the strategic objectives, overall policies, as well as strategic priorities for the period 2002-2006 and the mandates of the Steering Committee and the Permanent Consultative Committees composing CITEL;
- d) That the Strategic Plan contains the strategic objectives and priorities for CITEL, but it is desirable to integrate into it any specific actions to meet the priorities set up and mechanisms allowing to easily evaluate and perform follow-up of the degree of progress and execution of the aforesaid actions;
- e) That the objectives set up should be based on courses of action promoting an efficient implementation and fulfillment of the strategic objectives; and
- f) The need for setting indicators and parameters allowing to annually measure and evaluate the periodical progress in the attainment of the objectives and priorities of the Strategic Plan for the period 2002-2006,

RESOLVES:

- 1. To develop courses of action and to prepare indicators measuring the degree of progress resulting from the carrying out of activities scheduled in the Strategic Plan.
- 2. To add annual indicators to the CITEL’s Strategic Plan for the period 2002-2006, in order to compare expectations with the actual results obtained at the end of each year, thus making it possible to measure performance or progress in fulfillment, mainly with regard to strategic objectives and priorities.

⁸ COM/CITEL/doc.804/03 rev.1 cor.1

3. To approve the format attached hereto as an integral part of the Strategic Plan, in order to clearly and simply state each of the strategic objectives, the strategic priorities, the courses of action and the indicators through which the degree of progress in fulfillment of the goals will be measured.

4. To establish the following methodology for compliance with the summary table containing the strategic objectives and priorities of the CITEL's Strategic Plan for 2002-2006:

To request the different CITEL's Working Groups, as well as the Permanent Consultative Committees (PCC) and other groups forming part of CITEL's structure, to provide the Chair of the Working Group on CITEL's Strategic Plan with the strategic objectives and priorities, courses of action and indicators allowing to evaluate compliance with CITEL's Strategic Plan.

**SUMMARY TABLE CONTAINING STRATEGIC OBJECTIVES AND PRIORITIES OF
CITEL STRATEGIC PLAN 2002-2006**

STRATEGIC OBJECTIVE	
STRATEGIC PRIORITIES	
COURSES OF ACTION	

INDICATORS

COURSE OF ACTION	INDICATORS	OBJECTIVES TO BE ATTAINED				
		2002	2003	2004	2005	2006

COM/CITEL RES. 162 (XIII-03)⁹
MODIFICATION OF THE MANDATE OF THE WORKING GROUP TO PREPARE THE
MEETINGS OF THE INTERNATIONAL TELECOMMUNICATION UNION (ITU)
COUNCIL

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

CONSIDERING:

- a) That, by Resolution COM/CITEL RES.73 (VII-98) the Working Group to prepare for the meetings of the Council of the International Telecommunication Union (ITU) was established, whose Terms of Reference were reviewed and are contained in Resolution COM/CITEL RES. 105 (IX-00); and
- b) That, in order to ensure consistency between the CITEL's processes for preparation for the ITU Council and for preparation of the other ITU regional and world Conferences and meetings concerning the Conference Preparatory Working Group created by Resolution CITEL/RES.46(III-02), except for those included under PCC.I and PCC.II mandates, it is deemed to be appropriate to modify the mandate of the Working Group to prepare for the meetings of the Council of the ITU,

RESOLVES:

- 1. To approve the modification of the mandate of the Working Group to prepare the meetings of the Council of the ITU, which updated text reads as follows:
 - a) To identify issues addressed by the ITU Council which may be significant for CITEL's objectives and activities, including any decisions adopted by the Plenipotentiary Conference and to establish priorities for them to be addressed during the Council meetings.
 - b) To perform works to prepare for issues defined as important for CITEL and coordinate the strategy to be developed within the Council.
 - c) To coordinate, with the Conference Preparatory Working Group, the way to address the Council's issues and activities, so that:
 - The Conference Preparatory Working Group receives the report from the Working Group to prepare for the meetings of the Council of the ITU, in cases in which such report relates to any decisions adopted by the ITU world conferences.
 - The Working Group to prepare for the meetings of the Council of the ITU receives the results of the activities of the Conference Preparatory Working Group related to the appropriate points of the Agenda of each Council meeting.
 - d) To coordinate with the Permanent Consultative Committees the way to address the Council's issues and activities, so that:

⁹ COM/CITEL/doc.847/03 rev.1

- The Working Group to prepare for the meetings of the Council of the ITU informs the Chairs of the Permanent Consultative Committees about the decisions adopted by the Council which may concern their respective Committees.

- That the Working Group to prepare for the meetings of the Council of the ITU receives from the PCC's the results of their activities in the cases in which they are related to any issues inherent to the Council.

2. To repeal resolution COM/CITEL RES.105 (IX-00).

COM/CITEL RES. 163 (XIII-03)¹⁰
UPDATE OF THE BLUE BOOK: TELECOMMUNICATION POLICIES FOR THE AMERICAS

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

CONSIDERING:

a) That the first edition of the Blue Book "Telecommunications Policies for the Americas" was published in 1996, as a result of a joint effort of the Telecommunication Development Bureau of the International Telecommunication Union and CITEL, and that afterwards, a second edition of the Blue Book was prepared in 2000;

b) That the Blue Book is a tool for countries of the region to consider its eventual use in the Telecommunication and Information Sector management and development processes; and

c) That in view of the fast pace of the Telecommunications environment, and the technological advancements and trends of the sector, periodical updating of the Blue Book becomes an essential condition for the preservation of its being in force,

BEARING IN MIND:

a) That CITEL's Permanent Consultative Committees and Working Groups, in the development of its' tasks and as a result of their work, impact directly or indirectly on the policies and regulations of telecommunications of Member States of the Region;

b) That CITEL maintains Cooperation Agreements with International, Regional and Sub regional Organizations, that influence on the definitions and changes of policies and regulations in Telecommunications in the Region; and

c) That the Administrations of CITEL's Member States are always concerned on the updating and improvement of their policies and regulations based on the technological changes and new services implementation,

¹⁰ COM/CITEL/doc.805/03 rev.3

RESOLVES:

1. To adopt the work Program included in Annex for the updating of the Blue Book, so that new versions are published on a timely fashion and in order to guarantee the validity of the included data and information.
2. To urge CITELE's Administrations to permanently contribute to the timely updating of the Blue Book, as well as the approach to, and innovations in, its presentation and contents.
3. To instruct the CITELE's Chairs of the Permanent Consultative Committees and Working Groups to include in their work plans, the analysis of the regulatory principles and additional recommendations that might result in possible contributions add to the content of the Blue Book.

TO INSTRUCT THE CITELE'S SECRETARIAT:

To contact the Global Development Learning Network (GDLN) of the World Bank to request to provide a series of videoconference on Telecommunication policies, since this is a priority issue for the countries of the region.

ANNEX TO RESOLUTION COM/CITELE RES.163(XIII-03)**Work program for the Review of the Blue Book**

- a) To receive contributions for the content of the Blue Book. The deadline shall be 15 February 2004.
- b) To prepare the first draft of the new Blue Book and circulate it for the comments of CITELE Member States, at least one month ahead of the 2004 CITELE Steering Committee meeting.
- c) During the 2004 Steering Committee meeting, to review the first draft and to hold a videoconference to get additional contributions from countries that are not present at the meeting.
- d) To prepare and circulate the final version of the new Blue Book at least a month ahead of the COM/CITELE's XIV meeting.
- e) To adopt the new Blue Book during COM/CITELE's XIV meeting.
- f) To adopt a permanent update and review program of the Blue Book during the COM/CITELE's XIV meeting.

COM/CITEL RES. 164 (XIII-03)¹¹
DRAFT AGENDA, VENUE AND DATE OF THE XIV MEETING OF COM/CITEL

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

RESOLVES:

1. To hold the XIV meeting of COM/CITEL in Argentina in venue and date to be confirmed.
0. To approve the draft agenda for the XIV COM/CITEL meeting attached to this resolution.

ANNEX TO RESOLUTION COM/CITEL RES.164 (XIII-03)

DRAFT AGENDA

1. Approval of the agenda and schedule.
2. Establishment of committees for the meeting:
 - 2.1 Committee to draft the Final Report.
 - 2.2 Committee to prepare the 2004 Plan of Operations.
3. Report of the Chair of COM/CITEL.
4. Reports of the Chairs of the Permanent Consultative Committees.
5. Report and meeting of the Conference Preparatory Working Group to consider regional preparations for World Conferences and Meetings.
6. Reports and meetings of the COM/CITEL Working Groups.
 - 6.1 General coordination for the development of human resources.
 - 6.2 Working Group on the Strategic Plan of CITEL.
 - 6.3 Working Group to Prepare for the Meetings of the Council of the ITU.
 - 6.4 Connectivity Initiatives Management Group.
7. Approval of the annual report on CITEL activities.
8. Approval of the 2005 Plan of Operations (activities, budget, and meeting schedule for 2005).
9. Follow-up of the Agenda for Connectivity in the Americas and Plan of Action of Quito.
10. Updating of the Blue Book: Telecommunications Policies for the Americas.
11. Status of the World Summit on the Information Society (2005).
12. Review of proposed amendments to the Statute and the Regulations of CITEL.
13. Review of OAS General Assembly resolutions affecting CITEL.
14. Report on the status of the CITEL Cooperation Agreements.
15. Status of associate members.
16. Date, agenda, and venue of the next meeting.
17. Other business.
18. Approval of the Final Report.

¹¹ COM/CITEL/doc.841/03

COM/CITEL RES. 165 (XIII-03)¹²
**CITEL ACTIONS ON THE RESULTS OF THE FIRST PHASE OF THE WORLD
SUMMIT ON THE INFORMATION SOCIETY**

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

HAVING SEEN:

- a) The Millennium Declaration adopted by the 54th regular session of the United Nations General Assembly of September 8, 2000, in which the Member States expressed, inter alia, their decision “to ensure that the benefits of new technologies, especially information and communication technologies are available to all”; and
-) The Declaration of Principles and Plan of Action of the World Summit on the Information Society held in Geneva from 10 to 12 December 2003,

BEARING IN MIND:

- a) That the CITEL has been making numerous efforts to streamline telecommunication infrastructure and to enhance access to telecommunication services by means of policies promoting universal access, the creation of capabilities in the area of human resource development to support connectivity and the creation of a cyber security culture to protect telecommunication infrastructure; and
- b) That CITEL Member States, in compliance with the mandates of the III Summit of the Americas and the Plan of Action of Quebec, adopted the Agenda for Connectivity in the Americas and Plan of Action of Quito,

CONSIDERING:

- a) That during the First Phase of the World Summit on the Information Society, the representatives of the peoples of the world meeting there adopted a Declaration of Principles that reflects the consensus attained regarding principles and values to build an information society where individuals, communities and peoples may develop their full potential in the promotion of a sustainable development and improved quality of life; and
- b) That a Plan of Action was then adopted that envisages actions, policies and objectives at the international, regional and sub-regional level to overcome the digital divide and ensure harmonious, equitable and fair development for everyone,

RESOLVES:

1. To instruct the Chair of COM/CITEL to spare no effort to work in coordination with the Member States to contribute to the achievement and implementation of the objectives, principles and actions set forth in the Declaration of Principles and Plan of Action approved in the first phase of the World Summit on the Information Society, in conformance with the Agenda for Connectivity in the Americas and Plan of Action of Quito.

¹² COM/CITEL/doc.852/03

2. To request the Chair of COM/CITEL to prepare an Annual Report on progress made towards meeting the objectives set forth in the Declaration of Principles and Plan of Action of Geneva at a regional, sub-regional and national level, to be submitted to the Permanent Executive Committee regular meetings for consideration.

COM/CITEL RES. 166 (XIII-03)¹³
BOOK ON TELE-HEALTH IN THE AMERICAS

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

HAVING SEEN:

- a) That in the Second Summit of the Americas of Heads of State and Government it was emphasized that countries must identify existing and emerging issues through a wider use of communication technology and “health” surveillance, and that the Third Summit of the Americas held in Quebec, Canada, gave special significance to Tele-Medicine;
- b) That the Summit also underscored the fact that the rapid development of information technology will undoubtedly revolutionize our approach to health. Partnership in the field of telecommunications will generate networks that will allow the exchange of information among countries and access to some services through the use of Tele-Medicine;
- c) That under Resolution PCC.I/RES.133 (XV-01) it was decided to create the “Book on Tele-Medicine in the Americas”, to establish, among other things, policies and strategies for its’ development in the region;
- d) That in the meeting held in Buenos Aires on December 2002, COMCITEL joined the project for the Book; and
- e) That the Pan American Health Organization (PAHO), aside from its important contributions to this project, proposed to entitle the book “Tele-Health in the Americas”,

CONSIDERING:

- a) That, as per Resolution PCC.I/RES. 24 (III-03), the PCC.I decided to receive documents PCC.I-TEL/doc298/03 and PCC.I-TEL/doc299/03 that make up the book “Tele-Health in the Americas”;
- b) That the period of 20 calendar days provided for by this resolution for Administrations to confirm data on their respective countries has elapsed;
- c) That the Book has been sent in its two versions for review and recommendations by PAHO in the framework of the memorandum of understanding established by the OAS General Secretariat and the PAHO, and that the result of this review has been included in the final version of the Book;

¹³ COM/CITEL/doc.860/03

d) That the prologues provided for by Resolution PCC.I/RES. 24 (III-03) have been received from the authorities and included in paper and multimedia format; and

e) That the English and Spanish versions have been received and included in the printed format,

RESOLVES:

1. To approve the Book on Tele-Health in the Americas.
2. To publish a printed version in two languages and to edit a digital version in the original language of the papers.
3. To distribute the publication to the Administrations, associate members and Telecommunications and Health Organizations.

COM/CITEL RES. 167 (XIII-03)¹⁴

MOTOROLA USA FEE EXEMPTION REQUEST FOR THE YEARS 2000-2003, FOR ITS SUBSIDIARIES AND FORMER ASSOCIATE MEMBERS: MOTOROLA ARGENTINA, MOTOROLA COSTA RICA, AND MOTOROLA ECUADOR

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

CONSIDERING:

a) That Motorola Argentina, Motorola Costa Rica, and Motorola Ecuador, which are subsidiaries of Motorola United States (hereinafter, "the three subsidiaries"), submitted their resignation as associate members of CITEL in 2003, after not having paid the fees set forth under article 87 of CITEL Regulations for the years 2000-2003;

b) That Motorola United States, also an associate member, has requested from CITEL an exemption for the fees owed by the three subsidiaries; and

c) That COM/CITEL, on other occasions, has chosen not to treat the unpaid fees as legal obligations collectible through civil litigation but rather as *bona fide* obligations,

RESOLVES:

To instruct the Executive Secretary to respond in writing to Motorola United States' request, emphasizing the following points:

- a) That COM/CITEL values Motorola's participation and that of its subsidiaries in CITEL's activities, and that it regrets the resignation of the three subsidiaries mentioned above;

¹⁴ COM/CITEL/doc.846/03 cor.2

b) COM/CITEL considers the debt as a *bona fide* obligation, and when circumstances allow, COM/CITEL hopes that the subsidiaries will voluntarily offer to recognize that obligation and request a renewal of their membership with CITEL as active associate members.

COM/CITEL RES. 168 (XIII-03)¹⁵
PRINCIPLES FOR CONDUCTING SEMINARS

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

RECOGNIZING:

The budgetary concerns of CITEL,

CONSIDERING:

e) That CITEL PCC meetings have been shortened from a total of 15 meeting days per year to a total of 8 meeting days each for the 2004 calendar year;

b) That CITEL funds have greatly decreased in these times of economic downturn in the telecommunication industry; and

c) That seminars, while usually helpful to the CITEL membership can use up valuable time and financial resources,

RESOLVES:

To establish criteria for conducting seminars based on the following four basic principles:

- a) CITEL funds will not be used to pay for seminars;
- b) Seminars will not be held during official meeting days;
- c) Seminars will be informational, do not produce, and should not seem to produce, a “record” upon which decisions by CITEL are based; and
- d) In exceptional cases, when decided by the PCC, seminars that originate as a need for the PCC to complete its work can be scheduled during official meeting time.

¹⁵ COM/CITEL/doc.862/03

COM/CITEL RES. 169 (XIII-03)¹⁶
**COOPERATION BETWEEN THE OAS GENERAL SECRETARIAT'S UNIT FOR
SUSTAINABLE DEVELOPMENT AND ENVIRONMENT AND CITEL ON REDUCING
THE VULNERABILITY OF THE TELECOMMUNICATIONS SECTOR TO NATURAL
DISASTER**

The XIII Meeting of the Permanent Executive Committee of CITEL, COMCITEL,

HAVING SEEN:

‘Memorandum of the Unit for Sustainable Development and Environment of the OAS General Secretariat (USDE/OAS) on CITEL Activities on Natural Disaster Reduction’, (document COM/CITEL/doc.808/03); and the document “The Tampere Convention on the Provision of Telecommunication Resources for Disaster Mitigation and Relief Operations” (document COM/CITEL/doc.792/03),

CONSIDERING:

- a) That the USDE/OAS has asked CITEL to assist it in obtaining information about the telecommunications efforts to reduce its vulnerability due to Natural Disaster, for the purpose of assisting the Unit in completing its mandate to report on progress made by various sectors in reducing susceptibility to natural disaster; and
- b) That the assistance requested by USDE/OAS involves participation by CITEL’s members in a survey,

RECOGNIZING:

- a) That USDE/OAS has proposed the convocation of joint meeting (“the Joint Meeting”) between CITEL representatives and the Inter-American Committee on Natural Disaster Reduction (IACNDR), with the assistance of that Unit, to discuss, with representatives of the major international disaster information networks and international emergency telecommunication specialists, the structure and process by which the telecommunications industry can support national and local emergency management, and international humanitarian assistance efforts when natural disasters occur in the OAS Member States; and
- b) That the USDE/OAS proposal recommends that this joint meeting be convoked in the summer of 2004 to coincide with the meeting of CITEL’s Steering Committee,

BEARING IN MIND:

- a) That the purpose of the Tampere Convention is to help relief workers transport telecommunications equipment across borders during and after an emergency without difficulty and to use the equipment safely and with adequate security within the framework of international humanitarian assistance;

¹⁶ COM/CITEL/doc.857/03 rev.1

- b) That by Resolution COM/CITEL RES.93 (VIII-99), COM/CITEL urged its Member States “to sign, ratify, and apply the Tampere Convention”;
- c) That seven CITEL Member States are already Parties to the Tampere Convention, and ten more CITEL Member States have signed the Convention; and
- d) That five more ratifications are necessary for the Tampere Convention to enter into force,

RESOLVES:

1. To request the timely participation of CITEL’s Member States in the survey requested by USDE/OAS on the Telecommunications Sector’s progress to date in reducing its vulnerability to natural disaster and to instruct the Executive Secretary of CITEL to send the corresponding study to USDE/OAS.
2. To authorize the Chair of COM/CITEL to participate as CITEL’s representative in the meeting organized by USDE/OAS with IACNDR to discuss, with representatives of the major international disaster information networks and international emergency telecommunication specialists the structure and process by which the telecommunications industry can support national and local emergency, management, and international humanitarian assistance efforts when natural disasters occur in the OAS Member States.
3. To reiterate the call for CITEL Member States to sign and ratify the Tampere Convention to facilitate its entry into force.
4. To request that the Executive Secretary of CITEL make available to CITEL’s Member States information on the ITU’s activities in the reduction of the telecommunication’s vulnerability to natural disasters.

COM/CITEL RES. 170 (XIII-03)¹⁷

FOLLOW-UP OF OPERATIONS OF THE OAS GENERAL SECRETARIAT

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

CONSIDERING:

- a) That the Executive Secretary reported to COM/CITEL on the results of the Study of the Operations of the OAS General Secretariat (hereinafter “Study of Operations”) recently carried out by the Deloitte & Touche company for the OAS Permanent Council, at the request of the OAS General Assembly;
- b) That the Study of Operations suggests the adoption of amendments to the structure of the General Secretariat, which amendments, should they be adopted, may limit the technical independence and efficiency of the CITEL Secretariat, which is presently under the administrative authority of the Secretary General’s Office; and

¹⁷ COM/CITEL/doc.854/03 rev.1 cor.1

c) That the Study of Operations is unlikely to have an immediate impact on fiscal year 2004, but during that year the OAS Permanent Council will analyze it and evaluate the benefits of its implementation, in whole or in part, for the following years,

RESOLVES:

1. To request the Chair of COM/CITEL, with the support of the Executive Secretary, to provide follow-up of the progress of the discussions on the Study of Operations within the Permanent Council, and to report on this to the Administrations and the next ordinary meeting of the COM/CITEL.
2. To request the Chair of COM/CITEL to address a letter to the Chair of the Permanent Council, with copy to the OAS Secretary General, expressing CITEL's interest in the reform process as well as CITEL's concern about any reforms considered which may limit the efficiency and technical independence of the CITEL Secretariat.

COM/CITEL RES. 171 (XIII-03)¹⁸
**PREPARATION OF A REPORT ON IMPLEMENTATION OF MANDATES OF THE
THIRD SUMMIT OF THE AMERICAS**

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

HAVING SEEN:

The strategic importance of the Summit of the Americas that offers an opportunity to propose plans of action for the promotion of telecommunications development in the countries,

CONSIDERING:

- a) That CITEL is the OAS body specializing in the issue of telecommunications where government and private sector meet to propose sectoral policies;
- b) The importance of the telecommunications sector as a basis for economic and social development of Member States; and
- c) That the Fourth Summit of the Americas to be held in Argentina in 2005 is the appropriate platform to propose directives to the Governments of the Americas in matters of telecommunications,

BEARING IN MIND:

- a) That among the mandates of the Third Summit of the Americas for telecommunications we may highlight the request to "...telecommunications authorities and our regulatory bodies working with regional and subregional agencies and organizations to develop and implement the next Summit of the Americas, a cooperative and collaborative program to support a connectivity agenda for the Hemisphere "; and

¹⁸ COM/CITEL/doc.859/03

b) That based on this mandate, the Administrations have been requested to report on their connectivity experiences or initiatives,

RESOLVES:

1. To evaluate the connectivity initiatives in the region to be submitted at the Fourth Summit of the Americas.
2. To request the Chair of the COM/CITEL to present a preliminary report containing this information to the 2004 Steering Committee meeting.
3. To urge the Administrations to send the information under *resolves 1* to the Chair of the COM/CITEL together with a list of priority issues they wish to include in the Plan of Action of the Fourth Summit of the Americas.
4. To include the revision of a draft of the telecommunication Plan of Action for the Fourth Summit of the Americas in the agenda of the XIV meeting of the COM/CITEL, bearing in mind the convenience of having a Plan of Action serving as a guideline for the development of the telecommunication sector in the hemisphere following pertinent consultations with the Secretariat for the Summit of the Americas process.

TO INSTRUCT THE EXECUTIVE SECRETARY:

To follow up on the preparatory work for the Fourth Summit of the Americas with the Secretariat for the Summit of the Americas process and present a report to the Steering Committee.

**COM/CITEL RES. 172 (XIII-03)¹⁹
APPROVAL OF THE PLAN OF OPERATIONS FOR 2004**

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

CONSIDERING:

- a) The budget program and the draft schedule submitted by the Commission in charge of preparing CITEL Operations Plan for 2004; and
- b) The information on the status of associate members submitted by the Secretariat of CITEL,

RESOLVES:

0. To approve the Schedule of Meetings for 2004 contained in Annex 1 to this Resolution.
0. To approve the Draft Budget Program of CITEL for 2004, contained in Annex 2 to this resolution.

¹⁹ COM/CITEL/doc.849/03 rev.2

0. To instruct the Executive Secretary to send a copy of this Resolution and its attachments to Administrations of CITEL Member States and associate members of PCCs.

ANNEX 1 TO RESOLUTION COM/CITEL RES.172 (XIII-03)

Meeting	Date	Venue
IV Meeting of PCC.I	16 to 19 March, 2004	Quito, Ecuador
III Meeting of the PCC.II	29 March to 1 April, 2004	Caracas, Venezuela
X Meeting of the Steering Committee	24 to 28 May, 2004	Washington, DC, United States
XII Meeting of the Working Group to Prepare for the Meetings of the Council of the ITU	24 to 28 May, 2004 During the meeting of the Steering Committee	Washington, DC, United States
IV Meeting of the Conference Preparatory Working Group	24 to 28 May, 2004 During the meeting of the Steering Committee	Washington, DC, United States
Meeting of the PCC.I Working Group to prepare the World Telecommunication Standardization Assembly (WTSA-2004)	24 to 28 May, 2004 During the meeting of the Steering Committee	Washington, DC, United States
XIII Meeting of the Working Group to Prepare for the Meetings of the Council of the ITU	9-18 June, 2004	Geneva, Switzerland
V Meeting of PCC.I	3 to 6 August, 2004	Asunción, Paraguay
IV Meeting of PCC.II	November, 2004	To be confirmed
XIV Meeting of the COM/CITEL	30 November to 3 December, 2004	Argentina
XIV Meeting of the Working Group to Prepare the meetings of the Council of the ITU	30 November to 3 December, 2004 During the meeting of the COM/CITEL	Argentina
V Meeting of the Conference Preparatory Working Group	30 November to 3 December, 2004 During the meeting of the COM/CITEL	Argentina

ANNEX 2 TO RESOLUTION COM/CITEL RES.172 (XIII-03)

2004

DETAILED PROGRAM BUDGET FOR CITEL

in U.S. Dollars

STEERING COMMITTEE

X Meeting - Steering Committee	18,840
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COM/CITEL

XIV Meeting – COM/CITEL	24,884
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PCC.I

Funds available:

Regular funds (\$8,236 x 2 meetings)	8,236
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Remaining balance of 2003	11,184
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Foreseen funds from associate members	116,044
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Total	135,464
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Budget 2004

Two meetings	65,805
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Other activities (*)	-
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Personnel of CITEL G5 = \$4,573 x 6 months	27,438
--	--------

P1 = \$4,976 x 6 months	29,856
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Accumulated Termination benefits from February 1997 to June 2003	10,540
--	--------

Termination benefits from July 2003 to December 2004	1,825
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Total	135,464
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PCC.II

Funds available:

Regular funds (\$2000 x 2 meetings)	2,000
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Remaining balance of 2003	44,678
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Foreseen funds from associate members	184,636
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Total	231,314
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Budget 2004

Two meetings	141,655
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Other activities (*)	20,000
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Personnel of CITEL G5 = \$4,573 x 6 months	27,438
--	--------

P1 = \$4,976 x 6 months	29,856
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Accumulated Termination benefits from February 1997 to June 2003	10,540
--	--------

Termination benefits from July 2003 to December 2004	1,825
--	-------

Total	231,314
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(*) Publications and other expenses at the discretion of the PCC Chair

DISTRIBUTION OF REGULAR FUND CITEL 2004
(in thousands of US Dollars)

	Regular Fund	Subtotals
SECRETARIAT PERSONNEL	451.3	451.3
X Steering Committee Meeting Cost of meeting	18.8	18.8
XIV COM/CITEL Meeting Cost of meeting	24.8	24.8
PCC.I – IV Meeting Translations expenses	4.1	4.1
PCC.I -V Meeting Translations expenses	4.1	4.1
PCC.II – III Meeting Translations expenses	1.0	1.0
PCC.II -IV Meeting Translations expenses	1.0	1.0
REPRESENTATION OF CITEL IN INTERNATIONAL MEETINGS		
XXXIV OAS General Assembly (June 2004 -Ecuador)	2.1	
WTSA 2004 (October 2004 – Brazil)		
Secretariat support	4.0	
Interpretation at WTSA-2004 (4 hrs)	3.2	
Working Group to Prepare for the Meetings of the Council of the ITU		
Interpretation (3 hrs)	2.4	
		11.7

SECRETARIAT EXPENSES

Documents (photocopies)	1.1	
Equipment	4.5	
Supplies	3.7	
Subscriptions, books	0.5	
Postage	1.0	
Office space	30.1	
Maintenance of equipments	2.0	
Facsimile	2.0	
Telephone	7.0	
Teleconferences	0.5	
Remote access to OAS server	0.2	
Remote access to Internet	0.5	
Internet	1.6	
LAN	1.8	
Translations	18.0	
Courier services	1.3	
Travel insurance	1.2	
		77.0
TOTAL:		593.8

BUDGET
X MEETING STEERING COMMITTEE OF CITEL
2004
3 days

Activity	Funds to be used at CITEL Hdqt.
EQUIPMENTS AND SUPPLIES Rental equipment and office supplies	500
DOCUMENTS Photocopies	1,000
CONTRACTS -Preparation of preliminary documents, during meeting and final documents	3,500
- Interpreters, translators and support personnel during meeting	<u>12,040</u> 15,540
UNFORESEEN EXPENSES	1,800
TOTAL	18,840

Source of financing: Regular Fund

BUDGET
XIV MEETING PERMANENT EXECUTIVE COMMITTEE (COM/CITEL)
2004
4 days

Activity	Funds to be Used at CITEL Hdqrs	Transfer to Coordinating Institution	Total Cost
TRAVEL (4 persons – 7 days) Ticket, per diem and terminal expenses for Executive Secretary, Legal Advisor, Principal Telecommunications Specialist and Information Technologies Specialist	9,106		9,106
EQUIPMENT AND SUPPLIES Rental of equipment and office supplies			
TELEPHONE, FAX, ETC.			
CONTRACTS Preparation of preliminary and final documents	5,000		5,000
Interpreters, translators and support personnel during meeting		8,778	<u>8,778</u> 13,778
UNFORESEEN EXPENSES	2,000		2,000
TOTAL	16,106	8,778	24,884

Source of financing: Regular Fund

BUDGET
IV MEETING PERMANENT CONSULTATIVE COMMITTEE I (PCC.I)
2004
4 days

Activity	Funds to Be used at CITEL Hdqrs	SOF *	Transfer to Coordinating Institution	SOF *	Total Cost
TRAVEL (3 persons – 7 days) Tickets, per diem and terminal expenses for Executive Secretary, Principal Telecommunications Specialist, and Information Technologies Specialist	6,830	2			6,830
EQUIPMENTS AND SUPPLIES Rental of equipment and office supplies					
TELEPHONE, FAX, ETC.					
CONTRACTS Preparation of preliminary and final documents	4,118	1			4,118
Interpreters, translators and support personnel during meeting			25,072	2	<u>25,072</u> 29,190
UNFORESEEN EXPENSES	1,000	2			1,000
TOTAL	11,948		25,072		37,020

(*) Source of Financing
1 Regular Fund - \$4,118
2 PCC.I Specific Fund \$32,902

BUDGET
V MEETING PERMANENT CONSULTATIVE COMMITTEE I (PCC.I)
2004
4 days

Activity	Funds to Be used at CITEL Hdqrs	SOF *	Transfer to Coordinating Institution	SOF *	Total Cost
TRAVEL (3 persons – 7 days) Tickets, per diem and terminal expenses for Executive Secretary, Principal Telecommunications Specialist, and Information Technologies Specialist	6,830	2			6,830
EQUIPMENTS AND SUPPLIES Rental of equipment and office supplies					
TELEPHONE, FAX, ETC.					
CONTRACTS Preparation of preliminary and final documents	4,118	1			4,118
Interpreters, translators and support personnel during meeting			25,073	2	<u>25,073</u> 29,191
UNFORESEEN EXPENSES	1,000	2			1,000
TOTAL	11,948		25,073		37,021

(*) Source of Financing
1 Regular Fund - \$4,118
2 PCC.I Specific Fund \$32,903

BUDGET
III MEETING PERMANENT CONSULTATIVE COMMITTEE II (PCC.II)
2004
4 days

Activity	Funds to Be used at CITEL Hdqrs	SOF *	Transfer to Coordinating Institution	SOF *	Total Cost
TRAVEL (3 persons – 7 days) Tickets, per diem and terminal expenses for Executive Secretary, Principal Telecommunications Specialist, and Information Technologies Specialist	6,830	2			6,830
EQUIPMENTS AND SUPPLIES Rental of equipment and office supplies					
TELEPHONE, FAX, ETC.					
CONTRACTS Preparation of preliminary and final documents	1,000 <u>4,500</u> 5,500	1 2			5,500
Interpreters, translators and support personnel during meeting			58,497	2	<u>58,497</u> 63,997
UNFORESEEN EXPENSES	1,000	2			1,000
TOTAL	13,330		58,497		71,827

(*) Source of Financing
1 Regular Fund \$1,000
2 PCC.II Specific Fund \$70,827

BUDGET
IV MEETING PERMANENT CONSULTATIVE COMMITTEE II (PCC.II)
2004
4 days

Activity	Funds to Be used at CITEL Hdqrs	SOF *	Transfer to Coordinating Institution	SOF *	Total Cost
TRAVEL (3 persons – 7 days) Tickets, per diem and terminal expenses for Executive Secretary, Principal Telecommunications Specialist, and Information Technologies Specialist	6,830	2			6,830
EQUIPMENTS AND SUPPLIES Rental of equipment and office supplies					
TELEPHONE, FAX, ETC.					
CONTRACTS Preparation of preliminary and final documents	1,000 <u>4,500</u> 5,500	1 2			5,500
Interpreters, translators and support personnel during meeting			58,498	2	<u>58,498</u> 63,998
UNFORESEEN EXPENSES	1,000	2			1,000
TOTAL	13,330		58,498		71,828

(*) Source of Financing
1 Regular Fund \$1,000
2 PCC.II Specific Fund \$70,828

IV. RECOMMENDATIONS

COM/CITEL REC. 7 (XIII-03) ²⁰ COORDINATION OF TRAINING EFFORTS WITH THE ITU CENTER OF EXCELLENCE FOR THE AMERICAS REGION

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

CONSIDERING:

- a) That the Third Summit of the Americas acknowledged the importance of facilitating the improvement of human resources in the telecommunications sector through on-going training programs, requesting CITEL, national institutions and the International Telecommunication Union (ITU) Center of Excellence for the Americas region to jointly assist the countries of the Americas to respond to the ever increasing need for trained personnel;
- b) That the delivery of distance courses on priority issues of the region started in 2002, in coordination with the ITU Center of Excellence for the Americas region, achieving thus a more effective and efficient coordination by avoiding the duplication of efforts; and
- c) That the OAS has signed a General Cooperation Agreement with ITU in 1969,

BEARING IN MIND:

That the Executive Board of the Center of Excellence for the Americas region was pleased to observe during its 4th Regular Meeting, the excellent results of coordination between the ITU Center of Excellence for the Americas region and CITEL and the adoption of a policy aimed at promoting the integration of the training proposal that the Center of Excellence and CITEL provides the Region was requested,

RECOMMENDS:

That CITEL and the ITU Center of Excellence for the Americas region continue the close coordination on training.

INSTRUCTS THE EXECUTIVE SECRETARY:

1. To develop a Memorandum of Understanding with the ITU Center of Excellence for the Americas region within the framework of the existing Agreement between the OAS and the ITU, that will allow them to continue with the process of integration of training activities.
2. To carry forward the activities set forth in *instructs 1*, in accordance with the procedure established for CITEL to sign the Cooperation Agreements which are set forth in Resolution COM/CITEL RES. 104 (IX-00).

²⁰ COM/CITEL/doc.848/03 cor.1

V. DECISIONS

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

DECIDES:

COM/CITEL DEC. 33 (XIII-03) ²¹	To keep the Forum for Discussion on Indigenous Communities open until the next Steering Committee meeting, to make it possible to receive new contributions
COM/CITEL DEC. 34 (XIII-03) ²²	To forward to the Permanent Consultative Committees (PCC) and the Conference Preparatory Working Group for their consideration and comments, the document COM/CITEL/doc.800/03, which includes a draft resolution to limit the term for the presentation of documents for CITEL meetings. A report on the results of this consultation will be submitted at the next Steering Committee meeting.
COM/CITEL DEC. 35 (XIII-03) ²²	To send to the Administrations for their consideration and comments, the document COM/CITEL/doc. 822/03, which includes a draft resolution to add to CITEL's work, non-profit entities as associate members. A report on the results of this consultation will be submitted at the next Steering Committee meeting.
COM/CITEL DEC. 36 (XIII-03) ²²	To forward to the General Secretariat of the International Telecommunication Union (ITU) a note in accordance with the text of document COM/CITEL/doc.784/03 to request the admission of CITEL as a member of the ITU Development Sector.
COM/CITEL DEC. 37 (XIII-03) ²²	To send to the Administrations for their consideration and comments, the document COM/CITEL/doc.775/03 rev.1, which includes the 2004 International Inter-regional Cooperation Program of the Regional Communications Community (RCC). A report on the results of this consultation will be submitted at the next Steering Committee meeting.
COM/CITEL DEC. 38 (XIII-03) ²²	Send document COM/CITEL doc.797/03, which contains a proposal on areas of cooperation with the European Telecommunications Standards Institute (ETSI), to the administrations for their consideration and comments. A report on the outcomes of this consultation will be presented at the next meeting of the Steering Committee.
COM/CITEL DEC. 39 (XIII-03) ²²	Send document COM/CITEL doc.831/03 which contains a proposal regarding joint CITEL/AHCIET activities, to the administrations for their consideration and comments. A report on the outcomes of this consultation will be presented at the next meeting of the Steering Committee.
COM/CITEL DEC. 40 (XIII-03) ²³	Report to the General Assembly of the OAS in 2004 on major activities carried out by CITEL in 2003, attaching draft resolution COM/CITEL/doc.809/03 add. 1, "Support for and follow up to the Activities of CITEL" in the Annual Report that CITEL will present to the OAS General Assembly.

²¹ COM/CITEL/doc.837/03 rev.1

²² COM/CITEL/doc.861/03 rev.1

²³ COM/CITEL/doc.864/03

VI. LIST OF BASIC DOCUMENTS

Summary Minutes of the Opening Session	COM/CITEL/doc. 837/03 rev.1
Summary Minutes of the First Plenary Session	COM/CITEL/doc. 837/03 rev.1
Summary Minutes of the Second Plenary Session	COM/CITEL/doc. 837/03 rev.1
Summary Minutes of the Third Plenary Session	COM/CITEL/doc. 844/03
Summary Minutes of the Fourth Plenary Session	COM/CITEL/doc. 861/03 rev.1
Summary Minutes of the Fifth Plenary Session and closing Session	COM/CITEL/doc. 864/03
List of Documents	COM/CITEL/doc. 767/03 rev.6
List of Participants	COM/CITEL/doc. 768/03 rev.1
Final Report of the meeting	COM/CITEL/doc. 863/03 rev.1