

COM/CITEL/RES.92 (VIII-99)¹

RESULTS OF THE AD HOC GROUP ON CITEL'S STRUCTURE AND FUNCTIONING

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

HAVING SEEN:

That among the terms of reference of the Ad Hoc Group on the Structure and Functioning of CITEL included in resolution COM/CITEL/RES.40 (IV-96), the following are mentioned:

- Review of CITEL's existing structure,
- Establishment of measures to build up CITEL's financial base, and
- Implementation of capacity for the electronic handling of documents.

CONSIDERING:

- a) The results of the Colloquium on the Structure and Functioning of CITEL held in Mexico City, Mexico, on September 6, 1999;
- b) That the Colloquium suggested the amendment of the terms of reference of the Steering Committee, which were defined in resolution CITEL/RES.16 (II-98); and
- a) That, likewise, when analyzing CITEL's functioning, it was observed that the Working Groups of COM/CITEL needed to have an independent budget to be able to carry out their duties;

FURTHER CONSIDERING:

- a) The need to improve the handling of documents at CITEL's meetings; and
- b) The suggestions to attempt different working methods in order to improve the efficiency of the PCC meetings, among which it was considered that the period for starting and finishing the meetings be changed;

RESOLVES:

1. To adopt provisionally the amendment to the terms of reference of the Steering Committee as indicated in annex 1 to this resolution, ad referendum to the next regular or special meeting of CITEL's Assembly, which shall take a decision regarding this;
2. To include in CITEL's budget funds to enable the functioning of the working groups that are part of COM/CITEL.
3. To adopt the following procedure for handling documents:
 - a) The deadline to present documents is 15 days prior to the start of the corresponding meeting; and

¹ Reference Document: COM/CITEL/doc.499/99

- b) All documents that do not meet the deadlines set in the preceding item will be presented at the meeting of heads of delegation to determine whether they are to be considered as information or working documents during said meeting.
- 4. To adopt provisionally the amendment to the articles of CITEL's Regulations so as to satisfy with "resolve 3" of this resolution, ad referendum to the next regular or special meeting of CITEL's Assembly which shall take a decision regarding this.
- 5. To maintain CITEL's current structure, comprised of three Permanent Consultative Committees on Public Telecommunication Services, Broadcasting, and Radiocommunications.
- 6. That the Executive Secretary shall prepare for the next regular or extraordinary meeting of CITEL's Assembly a document containing the proposals to amend the Regulations and terms of reference of the Steering Committee as recommended at this meeting.

RECOMMENDS:

That the Chairs of the PCC's consider conducting a pilot experiment in a Permanent Consultative Committee, starting the meeting on Thursday and ending it on the following Wednesday, with Saturday as a normal working day and seminars to be held on Sunday or Saturday.

ANNEX 1

TERMS OF REFERENCE OF THE STEERING COMMITTEE

STEERING COMMITTEE

The Steering Committee is comprised of the Chairman and Deputy Chairman of COM/CITEL and the Chairmen of the PCCs.

Terms of Reference:

The objective of the Steering Committee is:

- 1. To build up the coordination of activities of the different entities of CITEL and their relationship with other telecommunications entities or entities involved in this activity inside or outside the region of the Americas to ensure that CITEL as a whole will function better.
- 2. To use funds more efficiently and increase the Regular Fund and Specific Fund resources with the help of CITEL's Executive Secretary acting as the Committee's Secretary, who is responsible for presenting to COM/CITEL a detailed report on:
 - a) All draft proposals for amending CITEL's Statutes and Regulations,
 - b) All draft proposals for amending the mandates of the Permanent Consultative Committees and Working Groups that are a part of COM/CITEL,

- c) All draft proposal for the budget and all proposals to change budgets and Programs of Activities being implemented, and
- d) The conclusions drawn from the thorough review of the implementation of the Programs of Activities and Budget carried out by the Permanent Consultative Committees, the Working Groups that are part of COM/CITEL, and the Executive Secretariat of CITEL, and the decisions adopted by the Steering Committee.