

COM/CITEL RES. 300 (XXXV-18)¹

ADOPTION OF THE OPERATIONS PLAN FOR 2019

The 35 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 2019/2020 contained in Annex 1 hereto.
- 2. To approve the draft program-budget for 2019 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 2019 approved.

ANNEX I TO RESOLUTION COM/CITEL RES. 300 (XXXV-18)

DRAFT CALENDAR OF CITEL FOR 2019-2020

Meeting	Date	Place
Cluster of Council Working Groups	28 January to 1 February 2019	Geneva, Switzerland
Second Session of the Conference Preparatory Meeting for WRC-19 (CPM19-2)	18 to 28 February 2019	Geneva, Switzerland
33 Meeting of PCC.II	8 to 12 April 2019	Mexico
34 Meeting of PCC.I	29 April to 3 May 2019	Peru

¹ COM/CITEL doc. 217/18 rev. 3

Cluster of Council Working Groups	5 to 7 June 2019	Geneva, Switzerland
2019 ITU Council	10 to 20 June 2019	Geneva, Switzerland
OAS General Assembly	26 to 28 June 2019	Medellin, Colombia
34 Meeting of PCC.II	12 to 16 August 2019	Canada
Cluster of Council Working Groups	9 to 20 September 2019	Geneva, Switzerland
35 Meeting of PCC.I	16 to 20 September 2019	El Salvador
Radiocommunication Assembly 2019 (RA-19)	21 to 25 October 2019	Sharm el-Sheikh, Egypt
Working Group for the Preparation of CITELE for Regional and World Radiocommunication Conferences (WRC-19)	27 October to 22 November 2019	Sharm el-Sheikh, Egypt
World Radiocommunication Conferences (WRC-19)	28 October to 22 November 2019	Sharm el-Sheikh, Egypt
36 Meeting of COM/CITELE	4 to 6 December 2019	Argentina
Cluster of Council Working Groups**	3 to 14 February 2020 // 10 to 21 February 2020	Geneva, Switzerland
36 Meeting of PCC.I	Third week of April 2020	Peru
35 Meeting of PCC.II	To be determined	Mexico
Cluster of Council Working Groups**	4 to 8 June 2020	Geneva, Switzerland
2020 ITU Council	9 to 19 June 2020	Geneva, Switzerland
37 Meeting of PCC.I	Third week of August 2020	Paraguay
Cluster of Council Working Groups**	7 to 18 September 2020 // 21 September to 4 October 2020	Geneva, Switzerland
36 Meeting of PCC.II	To be determined	El Salvador
World Telecommunication Standardization Assembly (WTSA-20)	Last quarter of 2020	To be determined

37 Meeting of COM/CITEL	2 to 4 December 2020	Argentina
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CITEL Meetings



ITU Meetings



Other Meetings

** to be confirmed by ITU

ANNEX II TO RESOLUTION COM/CITEL RES. 300 (XXXV-18)

ESTIMATED BUDGET FOR THE INTER-AMERICAN TELECOMMUNICATION COMMISSION (CITEL) YEAR 2019

(Amount in US\$)

	REGULAR FUND	REGULAR FUND	SPECIFIC FUNDS		TOTAL
	RF OAS	CITEL-MEETINGS	SF PCC.I	SF PCC.II	
<u>INCOME</u>					
OAS Regular Fund (Personnel)	472,600				472,600
OAS Regular Fund (Non Personnel)	178,700	54,400			233,100
Specific Funds Income of the PCC.I			186,600		186,600
Specific Funds Income of the PCC.II				337,980	337,980
TOTAL INCOME	651,300	54,400	186,600	337,980	1,230,280
<u>EXPENDITURES</u>					
Secretariat of CITEL					
Salaries of 3 Staffs [Paid by the OAS Regular Fund]	472,600				472,600
Performance Contracts (CPRs) of 2 Consultants (Paid by the OAS Regular Fund)	120,000				120,000
50% Salaries 2 Staffs [Contribution Specific Funds of PCC.I (US\$)]			126,650		126,650
50% Salaries 2 Staffs [Contribution Specific Funds of PCC.II (US\$)]				126,650	126,650
Administrative Expenditures Regular Fund (See attached Table)	47,400				47,400
Total Secretariat's Expenditures:	640,000	0	126,650	126,650	893,300
<u>CITEL's Meeting and Activities</u>					
34 Meeting of PCC.I			29,975		29,975
35 Meeting of PCC.I			29,975		29,975
33 Meeting of PCC.II				75,000	75,000
34 Meeting of PCC.II				75,000	75,000
36 Meeting of COM/CITEL		13,400			13,400
Basic activities of the Secretariat of CITEL				30,000	30,000
Additional Resources for the Strategic Plan (Resol. COM/CITEL/RES. 266 (XXXI-15))		41,000		31,330	72,330
Total Meeting and Activities Expenditures	0	54,400	59,950	211,330	325,680
<u>Other Expenditures</u>					

Support from the Secretariat to Meetings and International Representations	11,300				11,300
Total Other Expenditures	11,300	0	0	0	11,300
TOTAL - EXPENDITURES	651,300	54,400	186,600	337,980	1,230,280
TOTAL INCOME - TOTAL EXPENDITURES	0	0	0	0	0

PROJECTION OF ADMINISTRATIVE EXPENSES FOR 2019 (US\$)

SECRETARIAT REGULAR FUND

SECRETARIAT

Budget		50,500	
Expenses	Documents		-
	Equipment		800
	Supplies		700
	Postage		400
	Phone, Fax		800
	Server Maintenance		2,400
	LAN-Internet		4,300
	LAN-Printer		400
	Translation Costs (*)		23,830
	Courier/S&H charges		400
	AD&D Insurance		350
	Webex		970
	Software licenses (annual payment)		10,450
	VPN		1,600
	Other		-
Total			47,400

(*)

Annual Report	3,500
Secretariat	20,330
	<u>23,830</u>

PCC-I

PCC-I DRAFT BUDGET - 2019

(US\$)

		SPECIFIC FUNDS		TOTAL
		SF PCC.I	Associate Personnel	
INCOME				
OAS Regular Fund (Non-Personnel)				
Balance PCC.I Specific Funds				
Income - Specific Funds of PCC.I		186,600		186,600
Voluntary Contributions				
TOTAL INCOME:		186,600		186,600
EXPENDITURES				
CITEL Secretariat				
Staff Salaries: US\$				
Staff Salaries (50% by 2)	[Contribution SF of PCC.I]	126,650		126,650
Total Secretariat Expenses:		126,650		126,650
CITEL's Meetings and Activities				
34 Meeting of PCC.I		29,975		29,975
35 Meeting of PCC.I		29,975		29,975
Basic activities of the Secretariat of CITEL				0
Additional Resources for the Strategic Plan (Resol. COM/CITEL/RES. 266 (XXXI-15))		-		0
Total CITEL's Meetings and Activities:		59,950		59,950
Other Expenditures				
Total Other Expenditures:				0
TOTAL EXPENDITURES:		186,600		186,600
TOTAL INCOME - TOTAL EXPENDITURES:		0		0

PCC-II

PCC-II DRAFT BUDGET - 2019

(US\$)

		SPECIFIC FUNDS		TOTAL
		SF PCC.II	Associate Personnel	
INCOME				
REGULAR FUND (Non-Personnel)				
Balance Specific Funds PCC.II				
Income - Specific Funds of PCC.II		337,980		337,980
Voluntary Contributions				
TOTAL INCOME:		337,980		337,980
EXPENDITURES				
CITEL's Secretariat				
Staff Salaries: US\$				
Staff Salaries (50% by 2)	[Contribution SF of PCC.II (US\$)]	126,650		126,650
Total Secretariat Expenditures:		126,650		126,650
CITEL's Meetings and Activities				
33 Meeting of PCC.II		75,000		75,000
34 Meeting of PCC.II		75,000		75,000
Basic activities of the Secretariat of CITEL		30,000		30,000
Additional Resources for the Strategic Plan (Resol. COM/CITEL/RES. 266 (XXXI-15))		31,330		31,330
Total CITEL's Meetings and Activities:		211,330		211,330
Other Expenditures				
Total Other Expenditures		0		0
TOTAL EXPENDITURES		337,980		337,980
TOTAL INCOME - TOTAL EXPENDITURES:		0		0

