

PERMANENT COUNCIL



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ANNUAL REPORT OF THE SECRETARY GENERAL
TO THE GENERAL ASSEMBLY

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ORGANIZATION OF AMERICAN STATES
WASHINGTON, D.C.

THE SECRETARY GENERAL

May 10, 2004

Excellency:

I have the honor to address Your Excellency pursuant to Articles 91 and 112 of the Charter of the Organization of American States to present to the General Assembly and to the Permanent Council the annual report of the Secretary General corresponding to 2003-2004. The report, which describes the activities and financial position of the Organization, was prepared in accordance with the guidelines established in resolution AG/RES. 1452 (XXVII-O/97).

Accept, Excellency, the renewed assurances of my highest consideration.

César Gaviria

His Excellency
Miguel Ruiz Cabañas
Permanent Representative of Mexico
to the Organization of American States
Chair of the Permanent Council
Washington, D.C.

ANNUAL REPORT OF THE SECRETARY GENERAL

2003-2004

**Organization of American States
Washington, D.C.
2004**

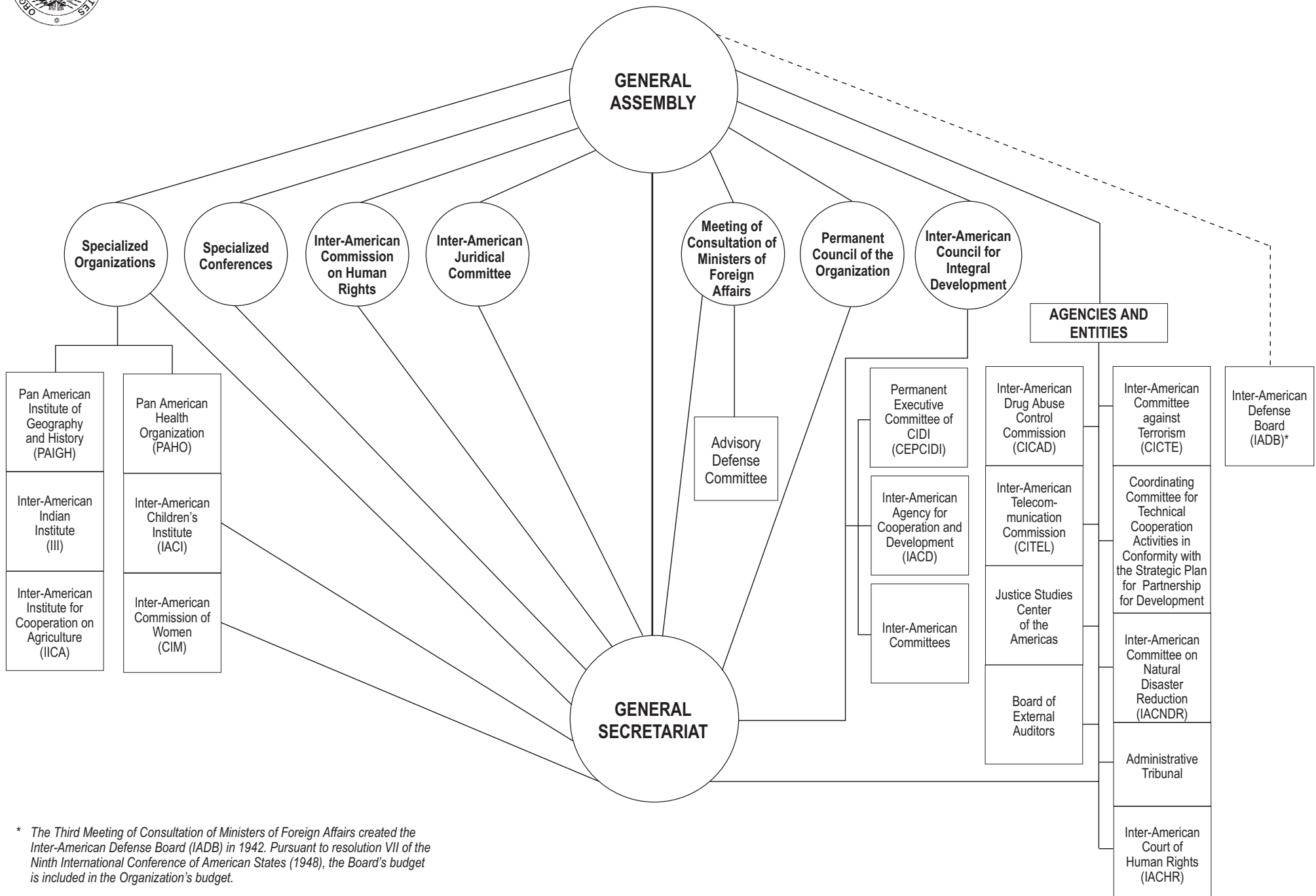
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ORGANIZATION OF AMERICAN STATES



* The Third Meeting of Consultation of Ministers of Foreign Affairs created the Inter-American Defense Board (IADB) in 1942. Pursuant to resolution VII of the Ninth International Conference of American States (1948), the Board's budget is included in the Organization's budget.

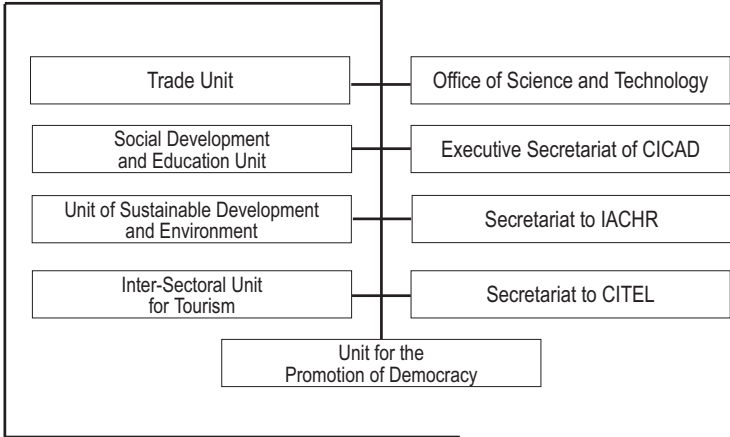
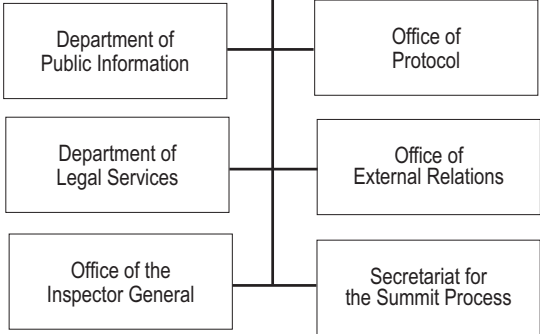


GENERAL SECRETARIAT

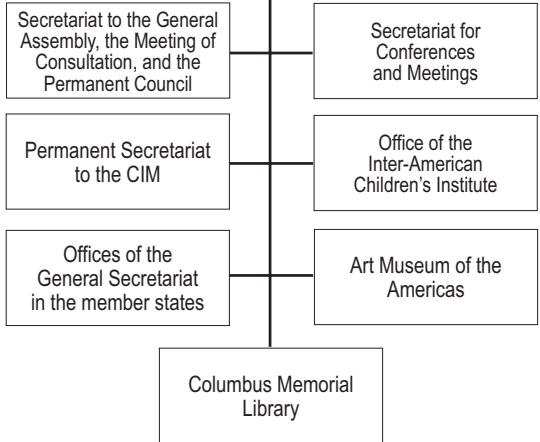
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Executive Offices

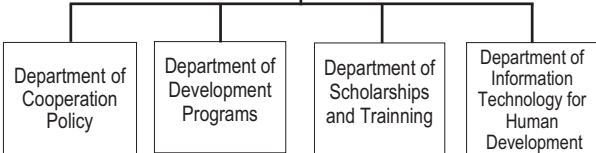


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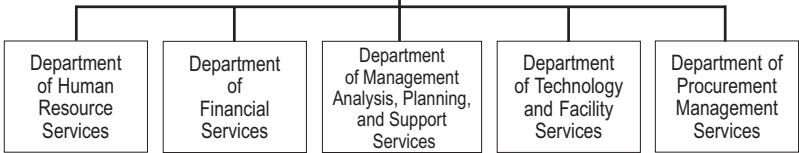
EXECUTIVE SECRETARIAT FOR INTEGRAL DEVELOPMENT OF THE INTER-AMERICAN AGENCY FOR COOPERATION AND DEVELOPMENT

Executive Office



SECRETARIAT FOR MANAGEMENT

Executive Office



SECRETARIAT FOR LEGAL AFFAIRS

Executive Office



INTRODUCTION

In fulfillment of Articles 91 and 112 of the Charter of the Organization of American States (OAS), I am pleased to submit the Annual Report for 2003-2004 to the General Assembly and the Permanent Council. In accordance with the Charter, this report describes the activities of the OAS and its financial condition. Prepared pursuant to the guidelines contained in resolution AG/RES. 331 of 1978, this Annual Report covers the period from March 1, 2003 to February 29, 2004.

I present the final annual report of my administration as OAS Secretary General well pleased with the great transformations of this Organization over the past ten years, and convinced that the years ahead will be better still for a system that is moving towards integration and preparing to deal with new problems and challenges.

We have made much headway in developing hemispheric instruments to address the major, lurking threats to our societies.

In the area of democracy, great strides have been made with the Inter-American Democratic Charter, which arose, as is well known, out of the significant role played by the OAS in addressing Peru's political crisis.

Much has been accomplished in connection with the Summits of the Americas since the Miami Summit afforded the OAS limited scope for action, due to mistrust in its ability to fulfill the mandates of our leaders. Today, there is broad awareness of the role of the OAS in coordinating the institutions of the system and in sustaining a process that has become the principal source of our mandates and has obliged us to mobilize human and financial resources at a pace that has at times tested the flexibility of OAS operating procedures. As a member of the Tripartite Committee, the OAS has supported the negotiations for the Free Trade Area of the Americas (FTAA), and the Multilateral Evaluation Mechanism (MEM) is in full gear as it strives to address the drug problem in the Hemisphere.

In the economic area, it has been a difficult decade, marked by three crises in which capital flight led to low growth rates. This sorely tested our political systems and cost us some setbacks with respect to social reforms and the fight against poverty. Globalization has brought with it opportunities, but so too problems and challenges, which have had to be met in part through conventions, treaties, and new regional cooperation instruments.

The Declaration of Nuevo León agreed upon by the Heads of State and Government at the Monterrey Summit calls on the OAS to strengthen the Inter-American Council for Integral Development, the Inter-American Committee on Social Development, and the Inter-American Program to Combat Poverty and Discrimination. That Summit also emphasized poverty reduction and, by extension, urged the Organization to carefully consider the recommendations approved at the High-Level Meeting on Poverty, Equity, and Social Inclusion, held on Isla de Margarita, Venezuela. The Summits process has changed the very tenor of the political dialogue in which the Hemisphere is now engaged. The open and frank discussion among the region's leaders has fostered cooperation and provided a useful forum to address the most important issues facing the region today.

The Santiago session of the General Assembly and the Monterrey Summit also underscored the growing importance of civil society in OAS activities. Over 90 civil society organizations participated

in exhaustive unofficial dialogue with the ministers of foreign affairs and heads of delegation attending that session.

In Monterrey, 98 civil society groups gathered at the headquarters of the Ministry of Foreign Affairs to attend the forum “Civil Society in the Process of Hemispheric Integration within the Framework of the Special Summit of the Americas.” This two-day meeting was organized by our Summits Secretariat and Mexican government authorities. The suggestions and recommendations of the participants were later presented to a meeting of the Summit Implementation Review Group.

In fulfillment of the mandates of the Summits of the Americas, the General Secretariat provided technical secretariat, conference, and coordination services for the ministerial meetings. In June, the XVIII Inter-American Travel Congress was held in Guatemala City. The Congress received the new Inter-American Program for Sustainable Tourism Development and adopted the Declaration of Guatemala City and the Plan of Action for Sustainable Development in Collaboration with the Private Sector. The Third Meeting of Ministers of Education was held in August in Mexico City. The ministers formally established the Inter-American Committee on Education, which serves as the permanent forum in this area. The ministers also approved three hemispheric projects to improve teacher training, strengthen secondary education, and promote equity and quality in the region’s educational systems. In September, in Salvador de Bahía, Brazil, the XIII Inter-American Conference of Ministers of Labor (IACML) was held. The ministers adopted the Declaration and Plan of Action of Salvador, which sets priorities and defines actions to be taken in the IACML process over the next two years.

During the past year, the Organization has persevered in its efforts to strengthen and defend democracy in the region. These range from continued electoral observation tasks in member states; to assistance in enhancing democratic institutions; to conflict resolution efforts in Bolivia, Haiti, and Venezuela.

In Bolivia, the OAS worked assiduously to ensure preservation of the country’s constitutional order. In February, we sent a mission to Bolivia, at the government’s request, to investigate an outbreak of violence on the 12th and 13th of that month, in which 32 lives were tragically lost. The fact-finding mission was sent under Permanent Council resolution 838, which supported the constitutional government and democratic institutions of Bolivia. The mission presented to the government its “*Informe de la Organización de los Estados Americanos (OEA) sobre los hechos de febrero del 2003 en Bolivia*” [Report of the Organization of American States (OAS) on the events of February 2003 in Bolivia].

In October, unrest again began to sweep the country. The Organization worked swiftly and effectively to help ensure that the constitutional crisis that gripped Bolivia did not result in the complete breakdown of democratic institutional order. From the outset, the OAS insisted on a constitutional resolution of the conflict through the use of dialogue—a dialogue that the Organization offered to assist. Permanent Council resolution 852 rejected any action designed to disrupt the country’s democratic system and illustrated the resolve and determination of the member states to preserve democracy. Fortunately, the Bolivian people and the political leaders of the country recognized the need for a peaceful and democratic transition. With the resignation of President Gonzalo Sánchez de Lozada and the formation of a new government by the then-Vice President Carlos Mesa Gisbert, institutional continuity was preserved.

Since 2000, Haiti has been one of the primary topics on the agenda of the Organization. This past year was no different. In August 2003, I named Ambassador Terence Todman of the United States as OAS Special Envoy to Promote Dialogue in Haiti. The appointment was made following the Santiago session of the General Assembly, which requested that I explore new ways to promote dialogue between the government and the opposition. Despite the arduous efforts of Ambassador Todman, Ambassador David Lee, head of our Special Mission in Haiti, and Ambassador Denneth Modeste, the Deputy Chief of Mission, the negotiations for the establishment of a provisional electoral council to ensure free and fair elections progressed slowly.

A January 2004 CARICOM meeting in Kingston, Jamaica led to the adoption of the “CARICOM Prior Action Plan.” This plan was fully supported by the OAS and was seen as a means to bridge the divide between the opposition and the government of President Jean Bertrand Aristide. Unfortunately, this was not to be. As Assistant Secretary General Einaudi has noted, the eventual resolution of the crisis was not what this Organization would have wanted, and in fact I believe the OAS did everything within its power to prevent it from taking place.

The OAS worked in Venezuela to facilitate dialogue and to find a peaceful, constitutional, and electoral resolution to the political polarization pervading the country. In conjunction with the Carter Center, the OAS has striven, through its Special Mission, to keep channels of communication open between the democratically-elected government and the opposition. Significant progress has been made. The appointment in August of a new National Electoral Council (CNE) was an important step forward in the effort to guarantee that all Venezuelan citizens might freely exercise their right to vote, in accordance with Article 72 of the National Constitution. In November, at the invitation of the Venezuelan government and the recently formed CNE, the OAS observed the first phase of the signature collection process for a recall referendum. More than 50 observers traveled to 20 of the 24 states in the country to observe the signature gathering. To the great credit of both the Venezuelan people and their government, the signature collection was carried out in a general atmosphere of peace and tranquility.

The OAS also made major logistical efforts to send an observation mission to observe the verification and validation of the signatures for a presidential recall referendum. As February came to a close, the CNE had still not reached a final decision on the validity of those signatures. By that time, the OAS was at some disagreement with the Electoral Council as to how to validate the signatures. The Organization continues to strive to help the Venezuelan people find a peaceful, democratic, and constitutional solution to the country’s political impasse, in accordance with Permanent Council resolution 833, “Support for the Democratic Institutional Structure in Venezuela and the Facilitation Efforts of the OAS Secretary General.”

At the request of the government of President Alvaro Uribe Velez, the OAS has also agreed to observe the current peace process in Colombia in the hope that a peaceful resolution can be found to the longest running armed conflict in the Hemisphere. Over the past year, the situation has become increasingly prominent on the OAS agenda. Following a bombing at a social club in Bogotá in February 2003, the Permanent Council adopted a resolution repudiating the terrorist attacks and renewing its support for the government’s efforts to combat terrorism and bring long-lasting peace to the country. In October, at the Special Conference on Security, the member states issued a declaration on the situation in Colombia that fully supported the government’s policies and called for the demobilization and reincorporation of members of illegal armed groups in civilian life.

In January 2004, the OAS signed the Agreement on Monitoring the Peace Process in Colombia. The Mission will not interfere in affairs within the purview of Colombian democratic institutions. The OAS Permanent Council then established the scope of the verification, including a ceasefire and cessation of hostilities, mobilization, disarmament, and reintegration of illegally organized armed groups. The Mission to Support the Peace Process in Colombia (MAPP/OEA) will provide verification and technical support for the process. Benefiting from the OAS' successful experiences in Nicaragua, Sergio Caramagna, who supervised the demobilization process in that country, heads our mission in Colombia.

This year, the OAS electoral observation missions again contributed to free and transparent elections in Grenada and Guatemala. The OAS also sent technical missions to assist in the elections held in Argentina and Paraguay.

As recent events in the Hemisphere have demonstrated, the threat of terrorism is widespread and the need to address it is imperative. The OAS remained committed to achieving hemispheric security with the entry into force of the Inter-American Convention against Terrorism at the Santiago session of the General Assembly and the Special Conference on Hemispheric Security, held in Mexico. The Declaration on Security in the Americas, adopted at that Conference, defines a multidimensional approach to security, and notes the importance of political, economic, social, and health factors.

If we seek to take stock of events in the Hemisphere from 1994 to 2004 and measure our achievements against the goals our founders set themselves in Bogotá, it must be said that original expectations have been surpassed. Through the hard work of the member states and the General Secretariat staff, the OAS has made major progress. Be it promoting and defending democracy or working to ensure equitable economic growth for all, the OAS is now a greatly strengthened and effective international organization. I leave the Organization confident that the OAS is now better equipped than ever to deal with any and all challenges it may face in the future.

César Gaviria
Secretary General

I. GENERAL ASSEMBLY AND COUNCILS

GENERAL ASSEMBLY

The General Assembly, whose duties and responsibilities are set forth in Chapter IX of the Charter, is the supreme organ of the Organization of American States. It meets each year, at the time stipulated in its Rules of Procedure. Under special circumstances and with the approval of two thirds of the member states, the Permanent Council may convoke a special session of the General Assembly. All member states have the right to be represented in the General Assembly and each is entitled to one vote.

Thirty-third regular session

The thirty-third regular session was held in Santiago, Chile, June 8 through 10, 2003. Presiding was Her Excellency Mrs. Maria Soledad Alvear, Minister of Foreign Affairs of Chile. The certified text of the declarations and resolutions appears in Volume I of Proceedings and Documents for this session (OEA/Ser.P.XXXII-O.2).

Declarations

Declaration of Santiago on Democracy and Public Trust: A New Commitment to Good Governance for the Americas [AG/DEC. 31 (XXXIII-O/03)]. The General Assembly declared that the Inter-American Democratic Charter constitutes the principal hemispheric benchmark for the promotion and defense of shared democratic principles and values; the need to define an agenda for good governance for the Hemisphere; strengthening political parties as intermediaries for citizen demands; the firm intention to promote full participation by citizens in the political system; democratic governance calls for reinforced state modernization processes; corruption and impunity weaken public and private institutions, distort economies, and undermine people's social values; strengthening democratic governance calls for the elimination of poverty and social exclusion and the promotion of equitable economic growth with equal opportunity, education, health, and full employment; the commitment to democracy, the strengthening of the rule of law, and access to effective justice, respect for human rights, the promotion of shared national basic values, and integral development are the foundations of progress, stability, and peace for the peoples of the Americas and are essential to democratic governance.

Declaration on the Question of the Malvinas Islands [AG/DEC. 32 (XXXIII-O/03)]. The General Assembly welcomed the reaffirmation of the will of the Argentine Government to continue exploring all possible avenues for peaceful settlement of the controversy and its constructive approach towards the inhabitants of the Malvinas Islands; reaffirmed the need to begin, as soon as possible, negotiations on the sovereignty dispute, in order to find a peaceful solution to this protracted controversy; and consequently decided to continue to examine the question at its subsequent sessions.

Support for Peru in Its Fight against Corruption and Impunity [AG/DEC. 33 (XXXIII-O/03)]. The General Assembly declared its support for the Peruvian State in the effort being made by her people and the state to fight corruption and impunity.

Declaration on the Situation in Colombia [AG/DEC. 34 (XXXIII-O/03)]. The General Assembly expressed its support for the Declaration of the Rio Group on the situation in Colombia, issued on May 24, 2003, in Cuzco, Peru, by the Heads of State and Government of the Rio Group.

Support for Ecuador in Its Fight against Corruption [AG/DEC. 35 (XXXIII-O/03)]. The General Assembly expressed its support for the Ecuadorian State in its fight against corruption and impunity.

Resolutions

- Democracy

The General Assembly reaffirmed that everyone has the freedom to seek, receive, access, and impart information and that access to public information is a requisite for the very exercise of democracy, and that states are obliged to respect and promote respect for that freedom. It instructed the Permanent Council to promote seminars and forums designed to foster, disseminate, and exchange experiences and knowledge about access to public information. It instructed the Inter-American Commission on Human Rights, through the Special Rapporteur for Freedom of Expression, to continue including in its annual report a report on access to public information in the region. [AG/RES. 1932 (XXXIII-O/03)]

The General Assembly reaffirmed the commitment of the OAS member states to the full exercise and application of democratic principles and values. It urged member states to promote and publicize the Inter-American Democratic Charter. It instructed the Permanent Council to organize a special meeting on the topic "Promotion of Democratic Culture through Education" and to hold a meeting each year to review activities undertaken by the Organization in the preceding calendar year to promote and strengthen democracy, and to determine possible additional activities; to study the possibility of holding a special meeting with a view to fostering an exchange of views on the challenges to democratic governance in the Hemisphere. It requested the General Secretariat to coordinate the activities and programs of the various units and offices relating to the promotion of representative democracy, and to develop strategies to strengthen democratic culture in the Hemisphere and promote democratic principles and practices; to prepare a yearly inventory as a working document, for consideration by the Permanent Council at the meeting each year at which it reviews activities of the Organization to promote, defend, and consolidate democracy in the Hemisphere; to take into account the role of the media as instruments of special importance in promoting democracy and disseminating democratic principles and values; to support efforts by the member states to modernize the state and to promote access to information, transparency, accountability, and responsibility in public administration; to continue its efforts to strengthen political parties and other political organizations, and to present a proposal to the Permanent Council on the organization of a possible special meeting with political parties of the Americas. [AG/RES. 1957 (XXXIII-O/03)]

The General Assembly endorsed the Permanent Council's resolution on "Support for Strengthening Democracy in Haiti," and urged all parties to urgently implement or continue implementing their obligations. It reiterated its support for the Special Mission for Strengthening Democracy in Haiti. It thanked the High-Level OAS/CARICOM Delegation to Haiti for its efforts to advance compliance with resolution CP/RES. 822. It urged the Government of Haiti to complete its obligations under resolution CP/RES. 822 and all the points drawn from that resolution and presented to it by the High-Level OAS/CARICOM Delegation on March 20, 2003, including steps to professionalize the Haitian

National Police. It urged civil society and the Convergence Démocratique to respond constructively to recent steps taken by the Government of Haiti to comply with these points drawn from resolutions CP/RES. 806 and CP/RES. 822. It urged all parties to participate in the formation of a credible, neutral, and independent Provisional Electoral Council (CEP). It requested the Secretary General to explore ways to promote increased dialogue between the Government of Haiti and civil society and the Convergence Démocratique. It also requested the Secretary General to remain engaged and active in the process of reinforcing democracy in Haiti and to provide an assessment of the ability of the Mission to fulfill its mandates under resolution CP/RES. 822, so that the Permanent Council might make appropriate adjustments to the Mission's mandates. It requested the Permanent Council to continue to monitor developments in Haiti, including the work of the Mission. [AG/RES. 1959 (XXXIII-O/03)]

- Human Rights

The General Assembly reaffirmed the essential value of the work carried out with full autonomy by the Inter-American Commission on Human Rights. It asked the Commission to continue to strengthen existing rapporteurships and operational units; to continue to dialogue with member states within the framework of the Committee on Juridical and Political Affairs; and to continue to take into account the observations and recommendations of the member states on its annual report and that it adopt such measures as it considers pertinent based on those observations and recommendations. [AG/RES. 1917 (XXXIII-O/03)]

The General Assembly reaffirmed the essential value of the work of the Inter-American Court of Human Rights in enhancing the promotion and defense of human rights in the Hemisphere. It reiterated that the judgments of the Inter-American Court of Human Rights are final and may not be appealed. It instructed the Permanent Council to continue its consideration of the issue of "access of victims to the Inter-American Court of Human Rights (*ius standi*) and its application in practice." [AG/RES. 1918 (XXXIII-O/03)]

The General Assembly reiterated its support for the work carried out by human rights defenders; and to recognize their valuable contribution to the promotion, observance, and protection of human rights and fundamental freedoms. It condemned actions that directly or indirectly prevent or hamper their work. [AG/RES. 1920 (XXXIII-O/03)]

The General Assembly reaffirmed the commitment to continue strengthening and improving the inter-American human rights system. It reaffirmed the intent of the OAS to continue taking concrete measures aimed at implementing the mandates of the Heads of State and Government on the strengthening and improvement of the inter-American human rights system, as set forth in the Plan of Action of the Third Summit of the Americas. [AG/RES. 1925 (XXXIII-O/03)]

The General Assembly decided to continue to promote institutional cooperation in the field of human rights and the environment. It instructed the Secretary General to continue the dialogue with member states and civil society organizations and the implementation of activities in the field of human rights and the environment. It instructed the Permanent Council to hold a meeting of the Committee on Juridical and Political Affairs on this topic. [AG/RES. 1926 (XXXIII-O/03)]

The General Assembly instructed the Permanent Council to continue to study the question of the rights and the care of persons under any form of detention or imprisonment. It requested the Inter-American Commission on Human Rights to report on the situation. It reiterated to the Permanent Council that it should consider the advisability of preparing, in due course, an inter-American declaration on the rights and the care of persons under any form of detention or imprisonment. [AG/RES. 1927 (XXXIII-O/03)].

The General Assembly reaffirmed that the principles and standards set forth in the American Declaration of the Rights and Duties of Man and in the American Convention on Human Rights take on special importance with respect to protection of the rights of migrant workers and their families. It took note of the entry into force of the International Convention on the Protection of the Rights of All Migrant Workers and Members of their Families, and urged member states to consider the signature and ratification of that instrument. It instructed the Permanent Council to convene a special meeting of the Committee on Juridical and Political Affairs for this year, at which the Committee will begin, without delay, to prepare an Inter-American Program for the Promotion and Protection of the Human Rights of Migrants. It requested the Inter-American Agency for Cooperation and Development (IACD) to follow up in particular on IACD partnership-for-development activities, under the Strategic Plan for Partnership for Development 2002-2005, related to the situation of migrant workers and members of their families. It recommended to the Inter-American Commission on Human Rights that it consider the advisability of participating in joint cooperation projects conducted by the IACD in this area; that it provide the Special Rapporteur for Migrant Workers and Their Families in the Hemisphere with the necessary and appropriate means to perform his or her duties; and that it present to the Permanent Council a report on the status of the rights of all migrant workers and their families. [AG/RES. 1928 (XXXIII-O/03)]

The General Assembly reaffirmed that the fight against terrorism must be pursued with full respect for the law, human rights, and democratic institutions, so as to preserve the rule of law and democratic freedoms and values in the Hemisphere. It requested the Inter-American Commission on Human Rights to continue to promote respect for and the defense of human rights in this area, and to report to the Permanent Council on the advisability of conducting a follow-up study. [AG/RES. 1931 (XXXIII-O/03)].

The General Assembly urged states parties to implement their obligations under the 1951 Convention on the Status of Refugees and/or its Protocol of 1967 in a full and effective manner, consistent with the objective and purposes of those instruments. [AG/RES. 1971 (XXXIII-O/03)]

- Juridical development

The General Assembly requested the Inter-American Juridical Committee to continue to assist with the preparatory work for the Seventh Inter-American Specialized Conference on Private International Law (CIDIP-VII), and to add to its work agenda the pertinent recommendations of the Meetings of Ministers of Justice or of Ministers or Attorneys General of the Americas (REMJA). It reaffirmed the need to maintain close contact between the Inter-American Juridical Committee and the political organs of the Organization, and to continue to focus its efforts on the issues indicated to it as being of priority concern to the Organization; and finally, it asked the Inter-American Juridical Committee to continue preparations to commemorate its centennial. [AG/RES. 1916 (XXXIII-O/03)]

The General Assembly reaffirmed the importance of the Inter-American Program for the Development of International Law, the Workshops on International Law, the Course on International Law, and the subregional courses on developments in specific subject areas in the OAS framework. [AG/RES. 1921 (XXXIII-O/03)].

The General Assembly instructed the General Secretariat to facilitate consultations with groups of experts and develop mechanisms and strategies for follow-up on the promotion, adoption, and implementation of documents approved at CIDIP-VI. It also instructed the General Secretariat to provide assistance to member states that are engaged in enacting legislation consistent with the Model Inter-American Law on Secured Transactions and/or encouraging the use of the Negotiable and Non-Negotiable Uniform Through Bills of Lading for the International Carriage of Goods by Road. It asked the Permanent Council to coordinate and cooperate with UNIDROIT on the joint promotion and implementation of the Cape Town Convention on International Interests in Mobile Equipment and the protocols thereto, on the one hand, and the OAS Model Inter-American Law on Secured Transactions, on the other, and to explore joint efforts with other international organizations engaged in drafting related instruments. [AG/RES. 1922 (XXXIII-O/03)]

The General Assembly decided to convene the Seventh Inter-American Specialized Conference on Private International Law (CIDIP-VII) and instructed the Permanent Council to conduct preliminary consultations concerning the dates and possible venue, and to establish mechanisms to facilitate consultations on the proposed agenda and draft rules of procedure. It requested the General Secretariat to begin the necessary preparatory work for CIDIP-VII. [AG/RES. 1923 (XXXIII-O/03)].

The General Assembly decided to convene the Fifth Meeting of Ministers of Justice or of Ministers or Attorneys General of the Americas (REMJA-V), to be held during the first half of 2004. [AG/RES. 1924 (XXXIII-O/03)]

The General Assembly urged those member states of the Organization that have not already done so to consider ratifying or acceding, as the case may be, to the Rome Statute of the International Criminal Court. It also urged all member states of the Organization to continue to participate constructively, even as observer states, in the Assembly of States Parties to the Rome Statute of the International Criminal Court in order to ensure the best possible operating environment for the Court. It requested the Permanent Council to include the topic of the International Criminal Court on the agenda of a meeting of the Committee on Juridical and Political Affairs. [AG/RES. 1929 (XXXIII-O/03)]

The General Assembly requested the Justice Studies Center of the Americas (JSCA) to conduct a study of the experiences of member states in, and methods for, handling cases of racism, racial discrimination, xenophobia, and intolerance considered by their justice administration systems, and to forward this study to the Inter-American Juridical Committee for its consideration. It requested the Inter-American Commission on Human Rights to conduct a study of the laws of member states of the Organization of American States dealing with the adoption of policies to promote equality or affirmative action. It requested the Permanent Council to continue to address this issue and to consider areas for international cooperation, including, *inter alia*, the possibility of an Inter-American Convention against Racism and All Forms of Discrimination and Intolerance. [AG/RES. 1930 (XXXIII-O/03)]

The General Assembly urged those member states of the OAS that have not yet done so to consider signing and ratifying, ratifying, or acceding to, as the case may be, the Inter-American Convention against Corruption and to participate in the Follow-up Mechanism for its implementation. It invited the Conference of States Parties to the Follow-up Mechanism for the Implementation of the Inter-American Convention against Corruption to consider, at its second meeting, the progress made by the Follow-up Mechanism as well as issues regarding the funding thereof. It instructed the Permanent Council to continue to foster the exchange of experiences and information among the OAS, multilateral organizations, and international financial institutions. It requested the General Secretariat to continue carrying out technical cooperation activities, in the execution of the Inter-American Program for Cooperation in the Fight against Corruption. [AG/RES. 1943 (XXXIII-O/03)]

The General Assembly urged member states and all parties to an armed conflict to respect their obligations under international humanitarian law. It urged member states to adopt the necessary measures to implement the provisions contained in the instruments of international humanitarian law to which they are parties, and to bring about the widest possible dissemination of international humanitarian law throughout the population, particularly among the armed forces and security forces. It urged member states to continue to support the work of national advisory committees or commissions or similar bodies for the dissemination and implementation of international humanitarian law where they already exist, and to consider the advisability of establishing such bodies where this is not already the case, with support from the ICRC. It called upon the parties to an armed conflict to take immediate measures to determine the identity and status of persons reported as missing. It urged member states to apply the necessary measures to protect cultural property from the effects of armed conflicts. It urged states to pay special attention both in times of peace and in times of armed conflict to the obligation, in the study, development, acquisition, or adoption of a new weapon or means or method of warfare, to determine whether its employment would be contrary to international humanitarian law. It invited the states parties to the Rome Statute to define in their criminal legislation, in addition to crimes that must be repressed by other international humanitarian law treaties, those set forth in the Statute, and to adopt all measures necessary to cooperate effectively with the International Criminal Court. It invited member states to contribute to the quest for a solution to the problem of explosive remnants of war. It instructed the Permanent Council, with support from the General Secretariat and in cooperation with the ICRC, to continue to organize special meetings on topical issues in the area of international humanitarian law. [AG/RES. 1944 (XXXIII-O/03)]

The General Assembly congratulated the organizers, sponsors, and participants on the success of the “Americas Conference on Corporate Social Responsibility, Alliances for Development.” It welcomed the sponsorship by the Government of Panama of the “Conference on Corporate Social Responsibility in the Americas, as a Tool for Competitiveness.” It requested the Permanent Council and the Permanent Executive Committee of the Inter-American Council for Integral Development (CEPCIDI) to ensure that proper follow-up is given to the abovementioned conferences and to convene a joint meeting to discuss the complementarities between corporate social responsibility and economic development. [AG/RES. 1953 (XXXIII-O/03)]

The General Assembly renewed the mandate issued in resolution AG/RES. 1891 (XXXII-O/02); and requested the Director General of the Inter-American Children’s Institute (IACI) to prepare a preliminary Draft Inter-American Program of Cooperation to Prevent and Remedy Cases of International Abduction of Minors by One of Their Parents, for consideration and approval by the IACI Directing Council. It requested the Permanent Council to examine the draft inter-American

program approved by the IACI Directing Council and to present it to the General Assembly. [AG/RES. 1958 (XXXIII-O/03)]

- Hemispheric security

The General Assembly urged those states of the region that have not yet done so to sign or ratify the amendments to the Treaty for the Prohibition of Nuclear Weapons in Latin America and the Caribbean (Treaty of Tlatelolco). It called upon states to negotiate and implement agreements with the International Atomic Energy Agency (IAEA). It reaffirmed its commitment to continue striving for a nonproliferation regime that is universal, genuine, and nondiscriminatory in every aspect. It entrusted the Permanent Council with holding a meeting on consolidation of the regime established in the Treaty for the Prohibition of Nuclear Weapons in Latin America and the Caribbean. It recognized the work of OPANAL in ensuring compliance with the obligations undertaken in the Treaty of Tlatelolco. [AG/RES. 1937 (XXXIII-O/03)]

The General Assembly urged all states of the Hemisphere to participate in the Conference on Facilitating the Entry into Force of the Comprehensive Test Ban Treaty (CTBT). It urged states of the Hemisphere, in particular the states listed in Annex 2 to the Treaty, to sign or ratify the CTBT. It urged the states of the Hemisphere to refrain, until the Treaty comes into force, from contravening the spirit of the obligations set forth therein. It entrusted the Permanent Council with holding a special meeting, in 2004, on a worldwide comprehensive nuclear test ban. [AG/RES. 1938 (XXXIII-O/03)]

The General Assembly directed that the Inter-American Committee against Terrorism (CICTE), the Inter-American Telecommunication Commission (CITEL), and the Group of Governmental Experts on Cyber-Crime of the Meeting of Ministers of Justice or of Ministers or Attorneys General of the Americas (REMJA) ensure that the OAS cybersecurity conference begin work on the development of a draft integral OAS strategy that addresses the multidimensional and multidisciplinary aspect of cybersecurity, and that they report on the results of the meeting, along with any follow-up work deemed appropriate, to the Committee on Hemispheric Security. It instructed the Permanent Council to develop a draft cybersecurity strategy for member states. [AG/RES. 1939 (XXXIII-O/03)]

The General Assembly decided that the Special Conference on Security will be held in Mexico City, Mexico, on October 27 and 28, 2003. It requested that the Permanent Council, through the Committee on Hemispheric Security in its capacity as preparatory body of the Special Conference on Security, continue and finalize the pending preparatory work for the Conference. [AG/RES. 1940 (XXXIII-O/03)]

The General Assembly resolved to promote in the Hemisphere an environment conducive to arms control, the limitation of conventional weapons, and the nonproliferation of weapons of mass destruction. It instructed the Permanent Council to continue considering the topic of limitation of military expenditures and the promotion of greater transparency in the acquisition of arms. It requested member states to provide to the Permanent Council their comments on the topic "Dividends for Peace." [AG/RES. 1963 (XXXIII-O/03)]

The General Assembly expressed the goal of making the Americas a biological- and chemical-weapons-free region. It reaffirmed the commitment to the principles of the Convention on the Prohibition of the Development, Production, Stockpiling and Use of Chemical Weapons and on Their

Destruction; the Convention on the Prohibition of the Development, Production and Stockpiling of Bacteriological (Biological) and Toxin Weapons and on Their Destruction; and the 1925 Geneva Protocol to the 1907 Hague Convention. It requested the Secretary General to compile a report on the measures adopted by other international organizations on matters dealing with the proliferation of biological and chemical weapons and to present it to the Permanent Council. [AG/RES. 1966 (XXXIII-O/03)]

The General Assembly requested the Permanent Council to periodically constitute the Committee on Hemispheric Security as the Forum for Confidence- and Security-Building Measures, in order to review and evaluate existing CSBMs and to discuss, consider, and propose new CSBMs. It requested the competent OAS bodies to elaborate specific confidence-enhancing measures identified in the Illustrative List of Confidence- and Security-Building Measures of the Miami Meeting of Experts on Confidence- and Security-Building Measures. It requested the Inter-American Defense College to provide, when asked to do so, technical advice to the Committee on Hemispheric Security and member states on preparing defense policy and doctrine papers. It decided to maintain as a goal the universal participation in the United Nations (UN) Register of Conventional Arms and the UN Standardized International Reporting of Military Expenditures. It requested the General Secretariat and the Inter-American Defense Board to update the inventory of CSBMs based on reports presented by member states; and asked that the Board also update its inventory of CSBMs in other regions. It instructed the General Secretariat to make operational the Organization of American States Information System (OASIS). It instructed the Permanent Council to continue to encourage the exchange of experiences in the area of confidence- and security-building measures with other regions, and to hold the next round of OAS-OSCE consultations and OAS-ARF consultations. It asked the Secretary General to update each year the Roster of Experts on Confidence- and Security-Building Measures, and to circulate it to the member states each year by July 1. [AG/RES. 1967 (XXXIII-O/03)]

The General Assembly requested the Permanent Council to hold an annual meeting on small arms and light weapons, which would review the status of implementation of national, regional, and global elements of the UN Programme of Action. It requested that the Inter-American Drug Abuse Control Commission (CICAD) continue its training programs. It requested CICAD, the Consultative Committee of CIFTA, and the Inter-American Committee against Terrorism to continue to deepen their cooperation and strengthen coordination of their activities, as appropriate. It requested the General Secretariat to make arrangements, in coordination with the Inter-American Defense College, for a seminar on identification, collection, stockpile management, and destruction of small arms and light weapons. [AG/RES. 1968 (XXXIII-O/03)]

The General Assembly welcomed and emphasized as an important achievement for hemispheric security the declaration of the South American presidents, adopted at their second meeting, held in Guayaquil, Ecuador, on July 27, 2002, establishing the region as a South American Zone of Peace and Cooperation. It expressed the commitment of the Organization of American States to contribute effectively to initiatives carried out at the regional and subregional levels to strengthen peace and security. [AG/RES. 1969 (XXXIII-O/03)]

The General Assembly resolved to strengthen and enhance the agenda of the OAS and the inter-American security system by addressing hemispheric security issues. It endorsed the recommendations of the Second High-Level Meeting on the Special Security Concerns of Small Island States. It instructed the Permanent Council to hold a meeting on this topic and to evaluate the results of the study coordinated by the Office of the Secretary General on “Defense and Security Planning for Small Island States to Adequately Respond to an Incident or a Terrorist Attack on Nuclear Waste-bearing Ships Crossing the Caribbean Sea.” It instructed the organs, agencies, and entities of the inter-American system to support the efforts of the small island states in addressing their security concerns and to provide technical assistance for the development and adoption of an implementation plan for the “Security Management Model on Special Threats, Concerns and Challenges of Small Island States.” [AG/RES. 1970 (XXXIII-O/03)]

The General Assembly urged all OAS member states to give prompt consideration to signing and ratifying, or ratifying, the Inter-American Convention against the Illicit Manufacturing of and Trafficking in Firearms, Ammunition, Explosives, and Other Related Materials (CIFTA). It took note of the Work Program adopted by the CIFTA Consultative Committee and expressed its support for the work of the Secretariat *pro tempore*. It supported the convocation of the Conference of States Parties to the CIFTA to review the functioning and application of the Convention. [AG/RES. 1972 (XXXIII-O/03)]

- Inter-American summits management

The General Assembly renewed the mandate of the Permanent Council to coordinate the activities assigned to the OAS in connection with the Summits of the Americas. It instructed the organs, agencies, and entities of the Organization to continue to give the highest priority to carrying out the initiatives assigned to them by the General Assembly and to report regularly on these activities to the Permanent Council. It requested the General Secretariat to continue to serve as the technical secretariat and institutional memory of the Summit process, in keeping with the Plan of Action of the Third Summit of the Americas. It instructed the Permanent Council to continue to support and facilitate civil society participation in the Summits of the Americas process. It requested that the General Secretariat present an annual report to the Summit Implementation Review Group (SIRG) on the support provided to member states in pursuing Summit mandates; to continue to promote the mandates of the Summits in all agencies and to foster collaboration among them; and to hold at least one meeting of agency heads each year, to review progress made and plan joint activities, as a complement to the regular interagency meetings. [AG/RES. 1965 (XXXIII-O/03)]

- Terrorism

The General Assembly reaffirmed that all member states have the duty to ensure that all measures adopted to combat terrorism are taken in keeping with their obligations under international law. It urged member states to consider signing and ratifying, or acceding to, the Inter-American Convention against Terrorism. It instructed the Permanent Council to convene a meeting to continue studying the Report on Terrorism and Human Rights prepared by the Inter-American Commission on Human Rights to convene a meeting of government experts. [AG/RES. 1931 (XXXIII-O/03)]

The General Assembly reaffirmed its commitment to continue strengthening hemispheric cooperation and implementing specific measures to prevent, combat, and eliminate international terrorism. It endorsed the Declaration of San Salvador on Strengthening Cooperation in the Fight against Terrorism. It urged CICTE to facilitate ongoing dialogue among member states with a view to undertaking preventive measures that anticipate and address emerging terrorist threats such as the activities of international terrorist groups and threats to cybersecurity. It reiterated the importance of strengthening collaboration, coordination, and information exchange on counter-terrorism programs and activities between CICTE and the appropriate inter-American committees and mechanisms, with the aim of combating the links that often exist between terrorism and illicit trafficking in drugs, illicit trafficking in arms, and other forms of transnational organized crime. It instructed the General Secretariat to continue providing administrative support for the CICTE Secretariat. [AG/RES. 1964 (XXXIII-O/03)]

- Civil society

The General Assembly endorsed the Strategies for Increasing and Strengthening Participation by Civil Society Organizations in OAS Activities, approved by the Permanent Council, and instructed the Permanent Council, the Inter-American Council for Integral Development (CIDI), and the General Secretariat, in coordination with all organs, agencies, and entities of the OAS, to facilitate their implementation. It decided to include on the draft schedule for regular sessions of the OAS General Assembly before the inaugural session, as a regular activity, the informal dialogue that has been taking place thus far between heads of delegation and representatives of civil society organizations. It recommended to the Permanent Council the creation of a specific fund for voluntary contributions, the "Fund for Civil Society Participation," to support the participation of civil society organizations in OAS activities. [AG/RES. 1915 (XXXIII-O/03)]

- Antipersonnel mine removal

The General Assembly reiterated its appeal for providing support and cooperation to the Mine-Clearing Assistance Program in Central America (PADCA) and to the other programs for Integral Action against Antipersonnel Mines in Central America. It requested the Secretary General to continue efforts to identify the financial resources needed to ensure the integrity and sustainability of PADCA. It instructed the General Secretariat to continue to provide to the Central American countries the support necessary to continue the mine-clearing programs, as well as those aimed at mine-awareness education in the civilian population, rehabilitation of victims and their families, and the socioeconomic reclamation of demined areas. It requested the Inter-American Defense Board to continue to provide technical assistance. [AG/RES. 1934 (XXXIII-O/03)]

The General Assembly acknowledged the work accomplished by the Governments of Ecuador and Peru in destroying their stockpiles and in mine-clearing on the common borders and in other areas of their respective territories. It instructed the General Secretariat to continue to offer its full cooperation to the assistance programs. It instructed the General Secretariat to continue to work on identifying and raising voluntary contributions to the Specific Fund. It instructed the Permanent Council to continue to consider this topic with a view to pursuing its work toward the objective of making the Western Hemisphere an antipersonnel-land-mine-free zone. [AG/RES. 1935 (XXXIII-O/03)]

The General Assembly reaffirmed the goals of the global elimination of antipersonnel land mines and the conversion of the Americas into an antipersonnel-land-mine-free zone. It urged member states to ratify or consider acceding to the Convention on the Prohibition of the Use, Stockpiling, Production and Transfer of Anti-Personnel Mines and On Their Destruction (Ottawa Convention). It called upon member states to become parties to the 1980 United Nations Convention on Prohibitions or Restrictions on the Use of Certain Conventional Weapons Which May Be Deemed to Be Excessively Injurious or to Have Indiscriminate Effects and the four protocols thereto, and to inform the Secretary General when they have done so. It requested the Secretary General to consider the possibility of developing new mine action programs in the Americas. It reiterated the importance of participation by all member states in the OAS Register of Antipersonnel Land Mines. [AG/RES. 1936 (XXXIII-O/03)]

- Natural disasters

The General Assembly thanked the Inter-American Committee on Natural Disaster Reduction (IACNDR) for the preparation and submission of the Inter-American Strategic Plan for Policy on Vulnerability Reduction, Risk Management and Disaster Response (IASP). It requested the Permanent Council to examine the measures proposed in the IASP. It requested the IACNDR to continue to stimulate the active participation of the relevant inter-American agencies and subregional programs and to report periodically to the Permanent Council on its compliance with this and previous resolutions and on the progress of its work. [AG/RES. 1955 (XXXIII-O/03)]

- Trade

The General Assembly took note of the report by the Permanent Council and CEPCIDI on “Trade and Integration in the Americas.” It instructed the General Secretariat to continue to provide analytical support and technical assistance and to conduct related studies as part of the Tripartite Committee or as requested by the respective bodies established in the Ministerial Declarations of San José, Toronto, Buenos Aires, and Quito under the Free Trade Area of the Americas (FTAA) process; to continue to provide technical assistance to member states on FTAA issues and domestic efforts at mainstreaming trade into national plans for economic development and strategies for poverty reduction, as called for in the “New Strategy for WTO Technical Cooperation: Technical Cooperation for Capacity Building, Growth and Integration;” to continue to provide semiannual written progress reports on the activities of the Trade Unit to the Permanent Council and CEPCIDI for their review; to continue its work in providing trade and trade-related information to the Hemisphere through its Web page; to continue its work in support of the FTAA process by maintaining, as a member of the Tripartite Committee, the official FTAA Web site; and to maintain, as a member of the Tripartite Committee, on an ongoing basis, a calendar of deadlines established by the negotiating groups for the

presentation of observations by delegations; and to manage the system for distribution of the FTAA documents. [AG/RES. 1973 (XXXIII-O/03)]

- Relations with other organizations, organs, agencies, and entities

The General Assembly urged member to sign the Protocol of Washington and the Protocol of Managua, and to extend the validity of its resolution AG/RES. 2 (XXII-E/96), "Participation of Member States That Have Not Ratified the Protocol of Managua in the Inter-American Council for Integral Development When Said Protocol Enters into Force" until the next regular session, which will review the situation. [AG/RES. 1910 (XXXIII-O/03)]

The General Assembly noted with satisfaction the actions and measures taken by the Permanent Executive Committee of the Inter-American Council for Integral Development (CEPCIDI), in the context of the Working Group to Identify a Strategy for Follow-up to the Monterrey Conference on Financing for Development, and instructed the Inter-American Council for Integral Development (CIDI) to continue evaluating the appropriate mechanisms by which the OAS may help member states link up with the instruments and mechanisms for development financing identified by the Monterrey Conference, and to continue the process of consultations with inter-American institutions, other multilateral entities, permanent observers, and other donors. [AG/RES. 1911 (XXXIII-O/03)]

The General Assembly decided to create the Inter-American Committee on Culture (CIC) as a committee of the Inter-American Council for Integral Development (CIDI), for the purpose of coordinating implementation of the inter-American ministerial dialogue on culture, providing follow-up to the mandates from the Summits of the Americas and the decisions taken in the sectoral meetings, and serving as a forum for inter-American cooperation in the area of culture. [AG/RES. 1912 (XXXIII-O/03)]

The General Assembly restated the commitment to partnership for development, which entails the full participation of all member states in designing and executing horizontal and multilateral partnership-for-development activities in support of the steps taken by countries to attain integral development and, in particular, to fight poverty, and instructed CIDI to conduct a review of its structure and mechanisms and to conduct a comprehensive study of the functioning, operations, and financing of the Inter-American Agency for Cooperation and Development (IACD). [AG/RES. 1913 (XXXIII-O/03)]

The General Assembly recognized the efforts of the Inter-American Telecommunication Commission (CITEL) in facilitating and promoting the ongoing development of telecommunications in the Hemisphere, and took note of the important activities undertaken and accomplished by CITEL in 2002. [AG/RES. 1945 (XXXIII-O/03)]

The General Assembly approved the amendments to the Statute of the Inter-American Telecommunication Commission. [AG/RES. 1946 (XXXIII-O/03)]

The General Assembly approved the Protocol to the Inter-American Convention on an International Amateur Radio Permit. [AG/RES. 1947 (XXXIII-O/03)]

The General Assembly recognized the important role that the Inter-American Drug Abuse Control Commission (CICAD). It urged member states to incorporate into their respective national law the

provisions of the CICAD Model Regulations concerning Laundering Offenses Connected to Illicit Drug Trafficking and Other Serious Offenses. It urged states to strengthen the mechanism for pre-export notification of chemical substances used in the production of organic and synthetic drugs. It invited member states to incorporate into their national law the provisions of the CICAD Model Regulations for the Control of the International Movement of Firearms, Their Parts and Components, and Ammunition, and urged CICAD to consider the draft Model Regulations on Arms Brokering. It instructed the Executive Secretariat of CICAD to step up efforts to assist member states, among other ways, through the Inter-American Observatory on Drugs, and through its programs to prevent drug abuse and addiction; to continue to provide technical and financial assistance for implementation of alternative development projects; and to give priority to providing technical assistance to member states to help them strengthen their national drug control commissions and other national entities involved in combating the drug problem in all of its manifestations. [AG/RES. 1949 (XXXIII-O/03)]

The General Assembly noted the hemispheric report and the 34 national reports resulting on the Multilateral Evaluation Mechanism (MEM), approved by the Inter-American Drug Abuse Control Commission (CICAD) and endorsed the recommendations contained in those reports. It instructed CICAD to continue fulfilling the mandates given by the Third Summit of the Americas, and to focus resources on those areas identified by the MEM as priorities. [AG/RES. 1950 (XXXIII-O/03)]

The General Assembly took note of the observations and recommendations of the Permanent Council on the annual reports and decided to transmit them to the organs, agencies, and entities of the Organization. It recognized in particular the important activities carried out by the Inter-American Council for Integral Development (CIDI) and its subsidiary bodies. It underscored the important activities conducted by the Pan American Health Organization (PAHO) in fulfillment of its purposes and objectives. It commended the Inter-American Commission of Women (CIM) for its 75 years of service in promoting women's rights in the Americas. It renewed its recognition of the Inter-American Institute for Cooperation on Agriculture (IICA) and encouraged it to continue its efforts to support the member states in their quest for progress and prosperity in the Hemisphere. It renewed its recognition of the Inter-American Telecommunication Commission (CITEL) for its important activities in pursuit of its purposes and objectives and in fulfillment of the Summits of the Americas mandates. It commended the Inter-American Children's Institute (IACI) for its projects now in execution under the Strategic Plan 2000-2004. It recognized the work of the Inter-American Indian Institute (III) and expressed the support of the member states for its restructuring process. It underscored the efforts of the Justice Studies Center of the Americas (JSCA) to generate and disseminate instruments to improve awareness of justice in the Americas; and expressed its satisfaction with the measures taken to increase cooperation and the exchange of experiences among key actors in the justice sector at the regional level. It recognized the important activities carried out by the Administrative Tribunal of the OAS. [AG/RES. 1952 (XXXIII-O/03)]

The General Assembly took note of the report of the Secretary General on the implementation of the cooperation agreements between the General Secretariat of the OAS and the secretariats of the United Nations, the Central American Integration System (SICA), and the Caribbean Community (CARICOM). It requested the General Secretariat to implement the recommendations of the October 2002 general meeting and of previous general meetings and to consider the possibility of holding, in 2004, such meetings with the United Nations, with SICA, and with CARICOM in an effort to define new and updated modalities for cooperation. It requested the Secretary General to facilitate increased

intersectoral contacts with the heads of the technical areas of the three organizations mentioned above. [AG/RES. 1956 (XXXIII-O/03)]

The General Assembly reiterated that the fight against poverty is a priority and a constant concern of the member states and that the OAS should support their efforts to reduce poverty levels in the Hemisphere. It noted the decision of the Permanent Executive Committee of the Inter-American Council for Integral Development (CEPCIDI) that the High-Level Meeting on Poverty, Equity, and Social Inclusion would be held in Porlamar, Isla Margarita, Venezuela, from October 8 to 10, 2003, and instructed the General Secretariat to provide technical and secretariat support for that meeting. [AG/RES. 1962 (XXXIII-O/03)]

- Topics relating to women

The General Assembly reaffirmed its support for the work of the Inter-American Commission of Women (CIM). It requested the Permanent Council to integrate a gender perspective into its resolutions, activities, and initiatives, and to consider convening a special meeting in order to move forward with the implementation of the Inter-American Program in the member states. It requested the Inter-American Council for Integral Development (CIDI), through its Permanent Executive Committee, to follow up on the implementation of the Strategic Plan for Partnership for Development 2002-2005. It requested the Secretary General to convene the Second Meeting of Ministers or of the Highest-Ranking Authorities Responsible for the Advancement of Women in the Member States, for April 2004, to continue to integrate a gender perspective into all programs and policies of the Organization, and to reiterate the request to the organs, agencies, and entities of the Organization to include in their annual reports to the General Assembly information on their efforts to integrate a gender perspective into their policies, programs, projects, and activities; and to support the activities marking the 75th anniversary of the CIM. [AG/RES. 1941 (XXXIII-O/03)]

The General Assembly took note of the Third Biennial Report of the Permanent Secretariat of the Inter-American Commission of Women on fulfillment of the resolution on "Promotion of the Inter-American Convention on the Prevention, Punishment, and Eradication of Violence against Women, 'Convention of Belém do Para,'" and expressed concern regarding its conclusions. It expressed its support for the work of the Inter-American Commission of Women and the member states in promoting the Convention. It asked the Secretary General to convene a conference of states parties to the Convention of Belém do Pará to decide on the most appropriate way to follow up on the Convention. It requested the Rapporteur on the Rights of Women of the Inter-American Commission on Human Rights to bear in mind the recommendations contained in the Third Biennial Report of the Permanent Secretariat of the Inter-American Commission of Women on fulfillment of the resolution on "Promotion of the Inter-American Convention on the Prevention, Punishment, and Eradication of Violence against Women, 'Convention of Belém do Pará'" as well as those issued by the subregional meetings on Violence in the Americas held in the framework of the CIM. [AG/RES. 1942 (XXXIII-O/03)]

The General Assembly urged member states to adopt the measures necessary to implement the recommendations of the resolution on "Fighting the Crime of Trafficking in Persons, Especially Women, Adolescents, and Children," and to consider the establishment of a national coordination mechanism to prevent and combat the crime of trafficking in persons and to protect victims. It also requested the Permanent Secretariat of the CIM to facilitate the exchange of information and best

practices among member states with a view to fighting the crime of trafficking in persons and expanding its research to include other member states; and to present to the Permanent Council a report on this topic. It instructed the Secretary General to appoint an "OAS Coordinator on the Issue of Trafficking in Persons, Especially Women, Adolescents, and Children," to be housed in the Permanent Secretariat of the CIM. [AG/RES. 1948 (XXXIII-O/03)]

- Topics relating to children

The General Assembly reaffirmed the fundamental importance of the promotion and protection of the human rights of children for the future of the Hemisphere, and its support for the work of the Inter-American Children's Institute. It requested the Special Rapporteur on Children of the Inter-American Commission on Human Rights to continue to pay special attention to the protection and promotion of the human rights of children in the Hemisphere. It urged member states to consider ratifying or acceding to international or regional treaties that protect the human rights of children, to develop national laws, policies, and practices that give effect to their international legal obligations, and to be guided by international standards in adopting pertinent national measures. It urged member states to ensure that the human rights of children are included on the working agendas of the specialized organizations and conferences and the organs and entities of the Organization so as to meet the specific needs of children; and requested the Secretary General to support these efforts. It urged the Inter-American Agency for Cooperation and Development to strengthen communication and coordination with the Inter-American Children's Institute. [AG/RES. 1951 (XXXIII-O/03)]

The General Assembly declared the Nineteenth Pan American Child Congress an inter-American specialized conference. [AG/RES. 1961 (XXXIII-O/03)]

- Topics relating to indigenous peoples

The General Assembly reaffirmed as a priority of the OAS the adoption of the American Declaration on the Rights of Indigenous Peoples. It renewed the mandate of the Working Group in order to begin the final phase of negotiations on the Draft Declaration. [AG/RES. 1919 (XXXIII-O/03)]

The General Assembly recognized the work of the Inter-American Indian Institute and encouraged its Governing Board to continue its restructuring process, to give fresh impetus to fulfilling its objectives and functions. [AG/RES. 1933 (XXXIII-O/03)]

- Administration of the General Secretariat

The General Assembly urged the Secretary General to redouble efforts to achieve the goal that, by the year 2005, women should occupy 50% of posts at each grade level within the OAS organs, agencies, and entities; to continue to make gender equity and equality one of the priorities in his efforts to establish a new institutional culture in the Organization; to appoint qualified women as representatives and special envoys to represent the Secretary General in matters relating to all areas and sectors; and to take into account the objective of gender balance and the criterion of geographic representation when filling vacancies in the OAS. It requested the Permanent Council to take this resolution into account when making decisions on the personnel structure of the General Secretariat. It urged all member states to support the efforts of the Secretary General and of the President of the CIM by identifying and, through their permanent missions to the OAS, regularly submitting the candidacies of the most highly-qualified women to occupy positions of trust within the OAS. It called on the organs, agencies, and entities of the OAS to meet the goal of 2005. [AG/RES. 1954 (XXXIII-O/03)]

The General Assembly approved and authorized the Program-Budget of the Organization for the fiscal year running from January 1 to December 31, 2003. [AG/RES. 1974 (XXXIII-O/03)]

PERMANENT COUNCIL

The Permanent Council, one of the organs by means of which the Organization accomplishes its purposes (Article 53 of the Charter), is directly answerable to the General Assembly. The Council is composed of one representative of each member state, especially appointed by the respective government with the rank of ambassador. Chapter XII of the Charter stipulates the functions and responsibilities of the Permanent Council, which takes up any matter entrusted to it by the General Assembly or the Meeting of Consultation of Ministers of Foreign Affairs. It serves provisionally as the Organ of Consultation, in accordance with the provisions of the Inter-American Treaty of Reciprocal Assistance (TIAR). The Permanent Council sees to the maintenance of friendly relations among the member states and assists them in the peaceful settlement of their differences. It acts as Preparatory Committee of the General Assembly, unless the latter decides otherwise.

Chair and Vice Chair

During the period covered in this report, the following ambassadors, permanent representatives chaired the Permanent Council: Raymond Valcin (Haiti), Salvador E. Rodezno Fuentes (Honduras), and Paul D. Durand (Canada). Serving as Vice Chair of the Permanent Council were ambassadors Horacio Serpa Uribe (Colombia), Esteban Tomic Errazuriz (Chile), and Valter Pecly Moreira (Brazil).

Addresses by the Secretary General

The Secretary General addressed the Permanent Council on several occasions in connection with the facilitation efforts in Bolivia, Haiti, and Venezuela. He also addressed the Council to report on the Cooperation Agreement between the General Secretariat and the Government of Colombia in support of the peace process in that country, and to mark the anniversary of the Discovery of the Americas: Encounter of Two Worlds.

Presentations by the Assistant Secretary General

The Assistant Secretary General presented reports and on a number of occasions made observations about topics on the Permanent Council's agenda: the facilitation efforts in Haiti; the financing of Permanent Council meetings and its working groups. He also spoke on the occasion of protocol visits by the Presidents of Paraguay and Italy.

Visits to the Permanent Council

The Council welcomed the following presidents and officials: President of the Republic of Paraguay, Nicanor Duarte Frutos; President of Italy, Carlo Azeglio Ciampi; Vice President of Bolivia, Carlos Mesa Gisbert; Minister of Foreign Relations of Uruguay, Didier Operti Badan; Minister of Foreign Relations of Guatemala, Edgar Gutiérrez Girón; Minister of Foreign Relations of Nicaragua, Norman Caldera Cardenal; Minister of Foreign Relations, Foreign Trade and Civil Aviation of Saint Lucia and President of the 58th regular session of the United Nations General Assembly, Julian Hunte; Minister of Education, Culture and Sports of Venezuela, Aristóbulo Istúriz; Secretary of Public Education of

Mexico, Reyes Tamez Guerra; Minister of the Interior of Chile, José Miguel Insulza; Vice Minister of Foreign Relations of Nicaragua, Salvador Stadthagen Icaza.

The resolutions approved during the period covered by this report concerned the following: amendments to the Rules of Procedure of the Permanent Council of the Organization of American States; vote of thanks to the people and Government of Chile; support for the Constitutional Government of the Republic of Bolivia; granting of the status of Permanent Observer to the Organization for the Republic of Slovenia, the Republic of Nigeria, and the Grand Duchy of Luxembourg; centenary of the independence of the Republic of Panama; amendments to the General Standards; bicentenary of the independence of the Republic of Haiti; date of the Fifth Meeting of Ministers of Justice or of Ministers or Attorneys General of the Americas; convening of the Meeting of Government Experts on “Best Practices and National Experience in the Adoption of Measures against Terrorism, from the Human Rights Perspective”; support for the peace process in Colombia; support for the Constitutional Government of the Republic of Peru; support for public order and the strengthening of democracy in Haiti, and the situation in Haiti.

INTER-AMERICAN COUNCIL FOR INTEGRAL DEVELOPMENT

The Inter-American Council for Integral Development (CIDI) is an organ of the Organization of American States and is directly answerable to the General Assembly. It has decision-making authority in matters related to partnership for development and was established when the Protocol of Managua entered into force on January 29, 1996 (Chapter XIII). CIDI comprises all the member states of the Organization, which designate one principal representative each, of ministerial or equivalent rank, whom the respective government appoints. It may create such subsidiary bodies and organs as it deems necessary to perform its functions properly. Its purpose is to promote cooperation among the American states to achieve their integral development and, in particular, to help eliminate extreme poverty, pursuant to the provisions of the Charter, especially those set forth in Chapter VII with respect to the economic, social, educational, cultural, scientific, and technological fields. CIDI holds at least one meeting each year at the ministerial or equivalent level, and may convene such others as it deems pertinent in its area of competence. Execution and coordination of the respective activities are the responsibility of the Executive Secretariat for Integral Development. CIDI has the following subsidiary bodies: the Permanent Executive Committee (CEPCIDI), the Inter-American Agency for Cooperation and Development (IACD), the nonpermanent specialized committees (CENPES), and the inter-American committees.

Eighth regular meeting of CIDI

CIDI held its eighth regular meeting at Organization headquarters on May 25, 2003. All the member states were represented at the meeting, which was chaired by Ambassador Ramón Quiñones, Permanent Representative of the Dominican Republic. The Vice Chair was Ambassador Denis Antoine, Permanent Representative of Grenada.

CIDI elected four members of the Management Board of the Inter-American Agency for Cooperation and Development. The delegations of Argentina, Barbados, and Saint Lucia were elected by acclamation. The delegation of Peru was reelected to the Board, also by acclamation. These delegations will serve two-year terms.

As provided in Article 31.c of CIDI's Statutes, the Council received offers of voluntary contributions to the Special Multilateral Fund of the Inter-American Council for Integral Development (FEMCIDI) from the delegations of Antigua and Barbuda, Argentina, Barbados, Belize, Bolivia, Canada, Dominican Republic, Grenada, Mexico, Nicaragua, Peru, Saint Vincent and the Grenadines, and Venezuela.

During the eighth meeting, *inter alia*, CIDI took note of the actions and activities undertaken by CEPCIDI in the framework of its "Working Group to identify a follow-up strategy of the Monterrey Conference on Development Financing" designed to strengthen cooperation for development in the Organization based on the results of the above-mentioned conference. Of particular significance was the adoption of the Group work plan, which contains an array of important measures and activities to enhance the comparative advantage of the OAS as a forum for political dialogue.

CEPCIDI continued its evaluation of the mechanisms through which the OAS could support efforts by member states to gain access to the development financing instruments cited by the Monterrey Conference.

Bearing in mind that cooperation for development occurs both at the political level to strengthen institutional dialogue, agreements and mechanisms, and at the technical cooperation level in the implementation of policy decisions through cooperation activities, projects and programs, and that effectively tackling the priority areas identified by the Summits of the Americas, by the General Assembly, and in the Strategic Plan for Cooperation for Development, requires coordination of technical cooperation activities by the General Secretariat, particularly in the areas of project development and implementation and of mobilization, CIDI instructed CEPCIDI to carry out a review of its structure and mechanisms. It also ordered a thorough examination of the workings of the operations and financing of the Inter-American Agency for Cooperation and Development (IACD).

Bearing in mind the need to update the procedures of Fellowships and Training Programs of the Organization, CIDI adopted resolution CIDI/RES. 134 (VIII-O/03), "Manual of Procedures for OAS Fellowships and Training Programs." This new Manual includes mechanisms to improve administration of fellowships programs, mobilization of external resources, expansion of undergraduate and postgraduate programs, professional development training, and technical studies.

Recognizing the importance that the member states accord to access for their citizens to further education, technical training, and professional development, CIDI adopted the Statutes of the Capital Fund for OAS Fellowships and Training Programs with a view to establishing rules of procedure for that Fund, which was created in order to form and maintain capital that would serve for the expansion of the Program. Under the Statutes adopted, the fund is to be managed by a committee supervised by CEPCIDI. The committee is composed of Costa Rica, United States, Mexico, and Saint Kitts and Nevis, elected by CEPCIDI in December 2003.

CIDI took note of the decision of CEPCIDI to hold a High Level Meeting on Poverty, Equity, and Social Inclusion in Caracas, Venezuela before the Special Summit of the Americas in 2003, so that the highest authorities responsible for combating poverty in the Hemisphere might analyze, together with experts in the area, diverse aspects of this problem and suggest lines of action for the inter-American system.

Among other measures, CIDI convened the following ministerial meetings to be held in 2004: I Meeting of the Inter-American Social Development Committee; the IX Regular Meeting of CIDI, the IV Meeting of the Inter-American Committee on Science and Technology; II Meeting of Ministers of Culture and Highest Appropriate Authorities; II Meeting of the Inter-American Committee on Education; and I Meeting of Ministers and High Authorities on Science and Technology.

High-Level Meeting on Poverty, Equity, and Social Inclusion

The High Level Meeting on Poverty, Equity, and Social Inclusion was held on Isla Margarita, Venezuela, from October 8 to 10, 2003. Participants included directors of Social Investment Funds and regional and international agencies and organs.

The participants referred to the strategies pursued by international organizations to address poverty-related problems, particularly with respect to compliance with the Millennium Goals and those of the Third Summit of the Americas. They pondered the current social situation in the Americas; reviewed the Summits mandates and the Millennium Goals, and reflected on the ongoing relevance and importance of the Inter-American Program to Combat Poverty.

Reports on the current situation in the Hemisphere were produced, based on subregional and national experiences. They also examined the challenges involved in measuring poverty and inequality. Experts in this field analyzed the methodological challenges presented by varying definitions and ways of measuring poverty and their impact on the formulation of public policies for overcoming it. Special attention was paid to national efforts to gauge poverty. Participants also heard a description of the work carried out by the Social Network and they discussed corruption as a major obstacle to social development.

The Meeting adopted the “Declaration of Margarita,” which proposes guidelines for the Permanent Council and CEPAC to enable them, jointly and based on the results of the high level meeting, to decide on new actions for strengthening existing cooperation mechanisms aimed at supporting member states’ efforts to combat poverty. Both OAS organs are continuing their consideration of possible actions designed to implement and follow up on the aforementioned Meeting.

Sectoral meetings at the ministerial level

The XVIII Inter-American Travel Congress

The XVIII Inter-American Travel Congress was held in Guatemala City from June 18 to 20, 2003, attended by member states and permanent observers of the Organization and representatives of the private sector. Mr. Luis Felipe Miranda Trejo, Director of the Tourism Institute of Guatemala (INGUAT), was elected President of the Congress. The Vice President was Ms. Leda Sánchez de Parrales, Minister of Tourism of Nicaragua.

The Congress began with a presentation by the representative of Costa Rica, in his capacity as the outgoing Chair, on the activities carried out by the Permanent Executive Committee of the Congress, and a presentation by the Director of the Inter-Sectoral Unit for Tourism on progress made in implementing the resolutions of the XVII Travel Congress, held in 1997, and of the Technical Symposium held in 2000.

The sectoral authorities examined the situation of the tourism industry and its ability to recover following various global setbacks, as well as the impact of terrorism on economies that depend on tourism, and their implications for medium and long-term growth and development.

The meeting discussed tourism as state policy in pursuit of national social and economic development objectives and reviewed a number of suggestions in that area, including the development of a self-assessment guide incorporating best practices on an array of border issues; initiatives to improve air and seaport security; implementation of efficient and harmonized measures for air and sea transport; and the improvement of hotel and tour operator services.

One session provided an assessment of the cost and benefits of cruise tourism. It also reviewed recent health issues affecting international travel, in particular outbreaks of illness on cruise ships.

The Congress also looked into some of the critical factors influencing business viability in the tourism and hospitality sectors; diversification of the tourism product; and promotion of eco and nature tourism and community tourism.

Participants in the Congress reviewed the institutional alternatives for the operation and structure of the Inter-American Travel Congresses and studied the advisability of converting them into CIDI Ministerial Meetings and the possibility of establishing an Inter-American Committee on Sustainable Tourism Development. It was agreed to leave consideration of this topic to CEPCIDI at some later date.

The Congress received the new “Inter-American Program for Sustainable Tourism Development” and adopted the “Declaration of Guatemala” and the “Plan of Action for Sustainable Tourism Development in Collaboration with the Private Sector.” The report on the Congress and the decisions adopted can be found in document TURISMO/doc.15/03.

Third Meeting of Ministers of Education

The Third Meeting of Ministers of Education in the framework of CIDI was held in Mexico City from August 11 to 13, 2003. Mr. Reyes Tamez Guerra, Secretary of Public Education of the United Mexican States, was elected Chair. The Hon. Hazel Manning, Senator and Minister of Education of Trinidad and Tobago, was elected Vice Chair.

Participants reviewed progress on follow-up to the education mandates of the Summit of the Americas since the Second Meeting of Ministers of Education and activities carried out to prepare for the Third Meeting, aimed at consolidating and furthering the dialogue on hemispheric and subregional challenges and strategies.

The ministers considered the state of education in the Americas: the challenges posed, from a sub-regional perspective, by the demographic, social, and economic context; access, participation and progress in the educational systems; human and economic resources invested on education; quality of education; and the social impact of education. Reference was made to the need to update the national statistics database and align them to PRIE indicators; and to respond to a highly socio-economic and cultural heterogeneous context, with strong education contrasts. Commenting on the complexity of the situation, the Secretary of Public Education of Mexico addressed the importance of achieving consensus to face common challenges in the region.

The dialogue continued with the presentation of educational challenges facing each subregion in the Hemisphere, particularly the challenges of access, staying in the school system, dropout, and successful graduation, as well as challenges in respect of teacher training and quality and of bridging the gaps between urban and rural and indigenous schools through distance learning programs. Also analyzed were the challenges posed by globalization, the incorporation of information and communication technologies, the situation of single-parent families, the rise in drug use, and increased AIDS infection, and other factors.

In their presentations, the ministers emphasized the importance of analyzing the possibility of swapping debt service for education and the linkage between economic growth, the development model, and progress in education. They also added the need for countries of the Hemisphere to participate in international examinations such PISA, the pledge to use Information and Communication Technologies adequately, and the urgency of tackling the lag in teacher training and the participation of young people.

The United States delegation made a presentation on the Act referred to as “No Child Left Behind: Achieving Quality Education for All Children,” passed by U.S. Congress in 2001. The Act is aimed at improving the academic achievement of children and fostering education with democratic values. For this purpose, the U.S. delegation emphasized the importance of having the methodologies of teachers focus on the needs of the children.

The Ministers and Heads of Delegation highlighted the value of education as a social investment and the need for strategies to focus on the most vulnerable groups. Regarding this, they emphasized the importance of learning about the programs that have been successfully implemented in order to evaluate them and disseminate them throughout the region. Comments were made about the transformations of the curriculums that were made to tackle multicultural contexts, the insertion into a globalized world, and the incorporation of new technologies. Pending challenges regarding the supply of infrastructure and teacher training were mentioned, as well as the need to define priority areas, in a context where budget resources allocated to the education sector are insufficient in most countries.

A dialogue was also conducted with senior staff at the Inter-American Development Bank, the Economic Commission for Latin America and the Caribbean (ECLAC), and the United Nations Educational, Scientific, and Cultural Organization (UNESCO) regarding the challenges involved in financing education, in order to review the availability of resources to fund cooperation in education and strengthen regional mechanisms to support multilateral cooperation.

The meeting moved on to the presentation of the following hemispheric project profiles: The “Hemispheric Project on Equity and Quality,” aimed at tackling the challenges of repetition, overage students, graduation, and educational achievements in basic education; the “Hemispheric Project on Secondary Education,” which proposes the creation of a common framework to allow students to pass from secondary to vocational education and promotion of the universalization of the basic and compulsory phase of secondary school; and the “Hemispheric Project on Teacher Training,” whose general objective is to strengthen teacher training in the region so that it can meet the demand for quality, equity, and relevance by tackling the challenge of improving the quality of initial training, professional development, and teacher evaluation systems in the countries of the Hemisphere.

The Ministers of Education completed their analysis of the points on the agenda and decided to adopt the “Declaration of Mexico,” the text of which is appended to the report on the meeting in document CIDI/RME/doc.13/03.

It is also worth noting that at a special ceremony, attended by all the delegations and high-ranking officials of the Mexican Government, Mr. Reyes Tamez Guerra, Secretary of Public Education of Mexico, and Mr. César Gaviria, Secretary General of the OAS, signed the Accord for the free use of the Educational Television Satellite System (EDUSAT), which will be broadcasting educational programs for benefit of the 34 member countries of the OAS. At the signing, the Secretariat of Public

Education of Mexico gave antennas as a gift to all the delegations. On August 12, the Educational Channel of the Americas (CEA), integrated into the EDUSAT Network, was launched in real time. It is aimed at joining the efforts of different Latin American education models, with responsibility for programming in all OAS member countries. Channel 27 will have differentiated programs and will provide access to all the training materials of the countries. Its objectives are: contributing to education at all levels; building up international ties and using satellite television through the EDUSAT Network to expand service coverage quantitatively and qualitatively.

XIII Inter-American Conference of Ministers of Labor

The XIII Inter-American Conference of Ministers of Labor was held in Salvador de Bahía, Brazil from September 24 to 26, 2003. It was chaired by Mr. Jacques Wagner, Minister of Labor and Employment of Brazil. Pursuant to Article 11 of the Rules of Procedure of the Conference, the heads of the other delegations were declared vice chairs.

Participating in the Conference were representatives of all the member states of the Organization and representatives of the International Labour Organization (ILO), the Economic Commission for Latin American and the Caribbean (ECLAC), and the Pan American Health Organization (PAHO), together with members of the Permanent Technical Committee in Labor Matters (COTPAL), the Permanent Executive Committee of the Trade Union Technical Advisory Council (COSATE), and the Executive Committee of the Business Technical Advisory Committee on Labor Matters (CEATAL).

The Conference began its work with a review of activities carried out since the previous Conference, held in Canada, in 2001. It heard reports by the advisory bodies for workers and employers, respectively. The presentations highlighted the need for more collaboration with the public sector in overcoming the challenges posed by globalization, especially through partnerships between governments, workers, and employers. They agree on the need to focus on developing human capital as a key means of ensuring that both workers and enterprises stay competitive in integration processes.

The participants pointed out that much had been done to strengthen labor administration, promote tripartite dialogue, combat child labor, improve labor laws, and incorporate a gender perspective in labor policies. The Conference also surveyed workers' health and safety issues and their inter-relationship with economic development, democracy, equity, and human rights.

The Conference proceeded to hear presentations on current labor challenges in each of the five sub-regions of the Hemisphere, followed by a review of the relationship between economic and labor policies, and corporate social responsibility. Finally, the ministers adopted the Declaration and Plan of Action of Salvador, the text of which can be found in document TRABAJO/doc.14/03.

Inter-American Committees within the framework of CIDI (CIE)

First Meeting of the Inter-American Committee on Education (CIE)

The first meeting of the Inter-American Committee on Education, in the framework of CIDI, was held on August 13, 2003 in Mexico City, during the Third Meeting of Ministers of Education. It was held for the purpose of formally installing the Committee, pursuant to Article 24 of CIDI's Statutes, and electing its officers.

Mexico was elected chair of CIE. The delegations of Trinidad and Tobago and El Salvador were elected as first and second vice chair, respectively. It was agreed to hold the second meeting of CIE in September 2004.

First Meeting of the Inter-American Committee on Culture

The first meeting of the Inter-American Committee on Culture (CIC) was held on September 4 and 5, 2003, in Mexico City. CIC is a committee within the framework of CIDI, established to coordinate implementation of the dialogue among ministers of culture and to follow up on the mandates of the Summits of the Americas. CIC was installed pursuant to Article 24 of the Statutes of CIDI. It is composed of one representative for each member state of the Organization and it is chaired by Mr. Jaime Nualart, head of the delegation of Mexico. Mr. Denny Gélinas, head of the delegation of Canada, was elected First Vice Chair, and Mrs. Pilar Entrala, head of the delegation of Chile, was elected Second Vice Chair.

At the start of the meeting the OAS Secretariat gave a presentation on the role of culture in the Summits of the Americas process and on the importance of CIC in that context. The presentation also described cultural diversity as a factor cutting across all facets of reality and noted the intrinsic relationship between culture and development and the huge challenges facing CIC. The topics reviewed included follow-up to the Plan of Action of Cartagena de Indias, adopted in 2002, the extent to which the commitments undertaken have been met, outcomes, and future actions with respect to horizontal cooperation in connection with consolidated programs and the Inter-American Cultural Policy Observatory.

The Secretariat presented the Permanent Portfolio of Consolidated Cultural Programs, which contains 29 programs in 11 countries: an important component of cooperation strategy. CIC also proceeded to conduct a dialogue on project financing mechanisms.

Participants then heard a presentation of the feasibility study for the Inter-American Cultural Policies Observatory, the purpose of which would be to serve as the information wing of the CIC, establish links between initiatives and institutional resources, guarantee participation by nongovernmental players, develop an information network in each country, and generate first line and interactive information capacities.

The CIC agreed to draft a business plan that would ponder the conclusions of the Observatory feasibility study and address issues such as its financing, location, and modus operandi. The business plan will be drawn up by the CIC Technical Secretariat and submitted for consideration by member states through the virtual forum.

The CIC's work also included consideration of its work plan in connection with preservation of the cultural heritage; partnerships for development to consolidate alliances among international organizations and strengthen ties between member states of the OAS and civil society; cultural policies and cultural and economic development; and culture and sports. The activities the CIC decided to embark upon in order to pursue the aforementioned topics are to be found in its work plan, in document CIDI/CIC/doc.10/03.

Before calling the meeting to a close, CIC considered the preliminary agenda for the Second Meeting of the Ministers and Highest Appropriate Authorities of Culture, to be held in Mexico in 2004.

Third Meeting of the Inter-American Committee on Ports

The Third Meeting of the Inter-American Committee on Ports (CIP) was held in Mérida, Yucatán, Mexico, from September 9 to 12, 2003. It was attended by the highest-level governmental port authorities of the countries of the Hemisphere, as well as experts and executives from member states of the Organization, representatives of permanent observer countries, and international organizations.

The Committee proceeded to elect the Executive Board of the CIP for 2003-2007: Mexico was elected Chair and the United States, Uruguay, El Salvador, and Barbados were elected as the four vice chairs. The other members of the Executive Board are Argentina, Brazil, Canada, Chile, Costa Rica, Dominican Republic, Guatemala, Jamaica, Peru, and Venezuela.

One outcome of the meeting was adoption of the Plan of Action for 2004-2007. The Plan includes priority areas for action, such as reforms to port systems, port security, environmental protection, development of ports for cruise tourism, excellence in port management, the development of human potential, port facilitation, and others.

The CIP proceeded to establish the following Executive Board subcommittees, to achieve the Plan's objectives: The Subcommittee on Policy and Coordination (chaired by Mexico); the Subcommittee on Planning and Port Management (Chile); the Subcommittee on Statistics, Costs, and Fees (Peru); the Subcommittee on Port Development for Cruise Tourism; the Subcommittee on River and Lake Port Development (Brazil); and the Subcommittee on Training (United States).

The CIP agreed to hold a Hemispheric Conference on Port Security in Miami from February 25 to 27, 2004, for the purpose of assessing the status of port security in the Americas with respect to the IMO's ISPS Code. It also decided to hold a fourth meeting in Venezuela in 2005.

Nonpermanent Specialized Committees (CENPES)

The nonpermanent specialized committees are technical bodies which support CIDI in dealing with specialized matters or in developing specific aspects of inter-American cooperation in the priority areas established in the Strategic Plan.

The seventh meeting of the CENPES, convened by CEPCIDI, was held on October 28 and 29, 2003 at OAS headquarters. Thirty experts chosen by CIDI formed eight committees, one for each priority area of the Strategic Plan: Education, Economic Diversification, Trade Liberalization and Market

Access, Social Development and Creation of Productive Employment, Scientific Development and Exchange and Transfer of Technology, Strengthening of Democratic Institutions, Sustainable Development and Environment, and Sustainable Development of Tourism.

The sectoral CENPES carried out the technical evaluation and rating of the partnership for development projects listed in the programming proposal prepared by the Executive Secretariat for Integral Development for financing by the Special Multilateral Fund of CIDI (FEMCIDI) 2003. The CENPES analyzed and evaluated 112 projects presented by thirty-one (31) member states.

The programming proposal for FEMCIDI 2003 technical cooperation activities to be executed in 2004 was approved by the Management Board of the Inter-American Agency for Cooperation and Development in November 2002 and comprises ninety-nine (99) projects for a total of US\$9,226,346.

The distribution of FEMCIDI 2003 resources by sector is as follows: 27 projects in education, costing US\$3,026,117; four projects in culture (US\$131,843); 10 projects in trade (US\$798,602); 13 projects in social development (US\$937,289); 22 projects in science and technology (US\$2,047,984); six projects in democracy (US\$382,569); 10 projects in environment US\$1,012,842); six projects in tourism (US\$761,406); and one project in integral development (US\$127,694).

The distribution of FEMCIDI 2003 resources by geographical area is as follows: 39.55% for the English-speaking Caribbean, Belize, Guyana, and Suriname; 23.30% for Central America and Panama; 29.87% for the Spanish-speaking countries of South America and Brazil; and 7.28% for countries in North America.

Permanent Executive Committee of CIDI (CEPCIDI)

In the period covered by this report, CEPCIDI held 13 meetings. At the eighth regular meeting of CIDI, Ambassador Jorge Valero Briceño, Permanent Representative of Venezuela, and Ambassador Ricardo González de Mena, Alternate Representative of Panama, were elected Chair and Vice Chair of CEPCIDI, respectively, for the 2003-2004 period.

In the performance of its duties, CEPCIDI was assisted by the Subcommittee on Partnership for Development Policies, the Subcommittee on Program, Budget, and Evaluation, the Working Group in charge of organizing the XVIII Inter-American Travel Congress, and the Working Group to Identify a Strategy for Follow-up to the Monterrey Conference on Financing for Development.

One of the tasks CEPCIDI accomplished, through its Working Group, was to prepare for the XVIII Inter-American Travel Congress, held in Guatemala, in June 2003. For its part, the Subcommittee on Partnership for Development Policies worked on preparations for the XIII Inter-American Conference of Ministers of Labor, held in Brazil in September 2003.

CEPCIDI also took part in activities leading up to ministerial-level and inter-American committee meetings in the education, labor, culture, and ports sectors. It was also responsible for preparations for the eighth regular meeting of CIDI. CEPCIDI reviewed the draft agenda and schedule for the meeting, analyzed the supporting documentation and reports on each item on the agenda, and prepared the draft resolutions that were approved by CIDI and those submitted for consideration by the General Assembly at its thirty-third regular session.

In the Subcommittee on Program, Budget, and Evaluation, CEPCIDI followed up on implementation of the mandate assigned by resolution CP/RES. 831 (1342/02) on Use of Excess Resources of the Reserve Subfund of the Regular Fund of the OAS. That resolution appropriated US\$4,000,000 to CIDI for the implementation of Summit of the Americas mandates, US\$2,000,000 of which was to be spent on education initiatives.

Based on a recommendation of the Subcommittee on Program, Budget, and Evaluation, CEPCIDI decided to allocate US\$855,000 to the “Proposal to Enhance Trade-related Capacity Building and Preparedness for the Free Trade Area of the Americas Process, 2003-2005,” an initiative being coordinated by the Trade Unit of the General Secretariat.

CEPCIDI further established that the areas of science and technology, culture, social development, sustainable development, labor, and tourism would have access to resources of the Reserve Subfund and allocated each of them US\$190,833.33 to execute projects, subject to certain minimum criteria that CEPCIDI also established.

Finally, the seventh meeting of the nonpermanent specialized committees was convened in August 2003 and held at OAS headquarters on October 27 and 28, 2003.

II. GENERAL SECRETARIAT

THE GENERAL SECRETARIAT

Chapter XVI of the Charter describes the functions and attributes of the General Secretariat, the OAS' central and permanent organ headquartered in Washington, D.C. Elected by the General Assembly, the Secretary General directs the General Secretariat, serves as its legal representative and participates in all meetings of the Organization with voice but without vote. The Secretary General has the authority to bring to the attention of the General Assembly or the Permanent Council any matter that, in his judgment, could affect the peace and security of the Hemisphere or the development of the member states. It is the Secretary General's responsibility to establish whatever offices he deems necessary within the General Secretariat, to determine the number of staff members, appoint them, regulate their duties and functions, and fix their remuneration. The Assistant Secretary General, also elected by the General Assembly, is the Secretary of the Permanent Council and an advisory officer to the Secretary General, whose functions he performs during the latter's temporary absence or permanent disability. The Assistant Secretary General also acts as the Secretary General's representative in all matters which the latter entrusts to him.

OFFICE OF THE SECRETARY GENERAL

In keeping with the policy and practice decided by the General Assembly and with the pertinent decisions of the Councils, the Office of the Secretary General, under the provisions of Article 111 of the Charter, directs the functions associated with the promotion of economic, social, juridical, educational, scientific, and cultural relations among all the member states of the Organization.

Activities in Support of Democracy

Over the course of the past year, the Office of the Secretary General invested a great deal of effort in the preservation and promotion of representative democracy in the region, specifically in Bolivia, Venezuela, and Haiti.

Following an outbreak of violence in February 2003 in which over 30 lives were tragically lost, and following a request from the Government of Bolivia, the Secretariat sent a mission to Bolivia to investigate those events. Upon completing its on-site visit, the mission produced the "Report of the Organization of American States (OAS) on the events of February 2003 in Bolivia." This report was presented to the government of Gonzalo Sánchez de Lozada. In October, President Sánchez de Lozada again faced increasing political pressure. A representative from the Office of the Secretary General was dispatched to Bolivia to help mediate discussions between the opposition and the government. Faced with further outbursts of violence, President Sánchez de Lozada took the decision to resign and allow a new government to be formed under Vice President Carlos Mesa Gisbert, thereby permitting a constitutional and peaceful solution.

Over the course of the past year, the OAS worked in Venezuela to facilitate dialogue and to find a peaceful, constitutional, and electoral resolution to the political polarization that grips the country. In conjunction with the Carter Center, the OAS, through its Special Mission, has facilitated dialogue between the democratically-elected government and the opposition. With the assistance of the OAS, the two sides have made significant progress. In August, the appointment of a new National Electoral Council (CNE) was an important step forward in the effort to guarantee that all Venezuelan citizens freely exercise their right to vote in accordance with Article 72 of the country's constitution. In November, at the invitation of the Venezuelan government and the newly formed CNE, we observed the first phase of the signature collection process for the recall referendum. More than 50 observers traveled to 20 of the 24 states in the country to observe the signature gathering. To the credit of the Venezuelan people and the government, the signature collection was carried out in an overall atmosphere of peace and tranquility.

The OAS also made significant logistical efforts to field a comprehensive mission to observe the verification and validation of the signatures for the recall referendum. As February, 2004 came to a close, the CNE had not yet reached a final decision on the validity of those signatures. By that time, we had some disagreements with the Electoral Council regarding validation of the signatures. The Organization remains committed to helping the Venezuelan people find a peaceful, democratic and constitutional solution to the political impasse that grips their country, in accordance with Permanent Council resolution CP/RES. 833, "Support for the Democratic Institutional Structure in Venezuela and the Facilitation Efforts of the Secretary General."

During the past year, the Office of the Secretary General continued to support the Special Mission to Haiti. In August, I named Ambassador Terence Todman of the US as OAS Special Envoy to Promote Dialogue in Haiti. The appointment was in response to a request to promote communication between the government and the opposition at the Santiago General Assembly. Ambassador Todman was at the forefront of negotiations to establish a provisional electoral council to ensure free and fair elections. Despite our best efforts, the final outcome of the political crisis in that country was not one that we had either wanted or envisioned.

The Secretariat also entered into an agreement to observe the peace process in Colombia. Over the past year, the government of President Alvaro Uribe Velez has increasingly turned to the OAS for support in his efforts to achieve a lasting peace in his country. The confidence invested in our Organization by the Colombian government was manifest with the January signing of the "Agreement on Monitoring the Peace Process in Colombia." This agreement allows for the OAS to launch a technical mission that will monitor the demobilization, disarmament, and reintegration of illegally organized armed groups into society. The Mission to Support the Peace Process in Colombia (MAPP/OEA) will provide verification and technical support to the process. Sergio Caramagna, who oversaw the OAS's successful demobilization efforts in Nicaragua, heads our mission in Colombia.

Prevention of conflicts

On February 7, 2003, the Ministers of Foreign Relations of Belize and Guatemala, together with the OAS Secretary General and the Assistant Secretary General, signed an agreement to establish a transition process and confidence-building measures between Belize and Guatemala.

That agreement established a new framework, called the "Transition Process", under which the Parties agree to work constructively and in good faith until they reach a final just, equitable, honorable, and permanent solution to their territorial dispute. The framework outlines the responsibilities of the Parties and also assigns duties and responsibilities to the General Secretariat of the Organization of American States, and to the international community through the establishment of a "Group of Friends" to support the peaceful resolution of the Belize-Guatemala territorial differendum. The Group of Friends held its first meeting on October 6, 2003 at OAS Headquarters.

Central to the framework is the establishment of an Office of the General Secretariat in the Adjacency Zone, which opened for business on July 1, 2003. The Office's principal functions are to monitor the parties' compliance with the confidence-building measures, designed to reduce tensions in the Adjacency Zone, and to encourage respect of the human rights of the inhabitants of the area.

Support for the Committee on Hemispheric Security

The General Secretariat provided the needed administrative and technical support to the Committee on Hemispheric Security for fulfilling its mandates from the General Assembly in Santiago and the Summit of the Americas, as well as for holding the Special Conference on Security in Mexico.

As part of its work, the General Secretariat is preparing an inventory of confidence- and security-building measures, and a registry of experts in this area, for distribution to member states on an annual basis.

With the cooperation of the United States government, the General Secretariat pushed ahead with the development of an electronic system whereby member states can submit their reports on application of confidence- and security-building measures, and coordinate these measures with the pertinent agencies, such as the Inter-American Committee against Terrorism (CICTE) and the Inter-American Drug Abuse Control Commission (CICAD). This system is to begin operation in 2004.

In response to the mandates from the General Assembly, the OAS General Secretariat adopted a number of measures to address the special security concerns of small island states. In particular, it presented a final report, in March, on the study on the safety of nuclear waste shipment through the Caribbean, prepared in collaboration with the International Maritime Organization (IMO) and the International Atomic Energy Agency.

Pursuant to resolution AG/RES. 1800 (XXXII-O/02), the General Secretariat provided administrative and secretariat support to the Consultative Committee for the Inter-American Convention against the Illicit Manufacturing of and Trafficking in Firearms, Ammunition, Explosives and Other Related Materials.

Prevention of violence

The General Secretariat continued to support efforts to prevent violence in the Americas, through the work of the Inter-American Coalition for the Prevention of Violence, established in June 2000. The Coalition members are the OAS, the Inter-American Development Bank (IDB), the United Nations Educational, Scientific and Cultural Organization (UNESCO), the Pan American Health Organization (PAHO), the World Bank (IBRD), and the Centers for Disease Control (CDC).

Terrorism (Support to CICTE)

At the third regular session of CICTE, in San Salvador, member states renewed their political commitments and confirmed their intention to combat terrorism, approving the Declaration of San Salvador, the CICTE Work Plan for 2003, and the recommendations for the Special Conference on Hemispheric Security.

The CICTE held its first meeting of National Points of Contact (NPC) on July 14 and 15 in Washington D.C. That meeting laid the basis for communication and exchange of information among counter-terrorism experts of member states. The agenda included discussion of training initiatives under the auspices of the CICTE Secretariat, communications tools available to the NPCs, the status of the CICTE work plan, and the role of the NPC. Twenty-five of the 34 National Points of Contact attended.

The OAS General Assembly adopted two resolutions dealing with terrorism at its thirty-third regular session. The first recognizes that every member state must take measures to ensure a secure data exchange network. The issue of cybersecurity is being considered in the Committee on Hemispheric Security, in coordination with CICTE and REMJA. The second resolution dealt with the protection of human rights and the struggle against terrorism. It calls on member states to adopt the Inter-American Convention against Terrorism, and in that context to take all possible measures against terrorism, while respecting the Universal Declaration of Human Rights. This last resolution urges backing for the work of CICTE and increased support for CICTE on the part of member states,

through implementation of the Convention

On October 7, the OAS organized a special meeting in follow-up to the United Nations assembly of March 6 on counterterrorism strategies. The event was sponsored by CICTE and the UN Committee against Terrorism (CDC). The central theme was the role of regional and international organizations in capacity building and policy implementation. More than 200 representatives attended, from various regional and subregional organizations, as well as organizations devoted to the specific issues considered.

The fourth regular session of CICTE was held in Montevideo, Uruguay, from January 28 to 30, 2004. Delegations confirmed their commitment to take the necessary measures to prevent, combat, and eradicate terrorism, while ensuring strict and full respect for the rule of law, fundamental liberties, human rights, international humanitarian law, and international rights of refugees. States were once again invited to accede to the United Nations conventions on terrorism and to ratify, as appropriate, the Inter-American Convention against Terrorism.

DEPARTMENT OF PUBLIC INFORMATION

The Department of Public Information was reorganized under Executive Order 99-2. The Department's purpose is to conduct an information-gathering and reporting program by way of print journalism, radio, television, photography, the Internet, reference services, public relations, and production. All this is done to bring news of the Organization of American States (OAS) to the public in the member States and thus increase knowledge and understanding of the Organization's purposes, programs, and accomplishments.

Strategic Communications

One of Strategic Communications' main objectives is to increase coverage of the OAS in the United States media. Contacts continued to be strengthened with foreign correspondents posted across the hemisphere, especially as a result of the Secretary General's facilitation mission in Venezuela and the new dissemination activity that the Department of Public Information (DPI) conducted at the session of the General Assembly and at other ministerial and high-level meetings held in 2003. The latter included the Third Meeting of Ministers of Education, held in Mexico City; the XIII Inter-American Conference of Ministers of Labor, held in Brazil; the High-Level Meeting on Poverty, Equity and Social Inclusion, held in Venezuela; the Special Conference on Security, also held in Mexico City, and the Inter-American Forum on Political Parties, held in Colombia. Having a representative to issue press releases, maintain close contacts with local journalists and do whatever is needed to give them access to information and to sources: all this helps build up coverage.

For budgetary reasons, publication of the print version of *OAS News*, a newsletter targeted at audiences everywhere in the hemisphere, had to be discontinued. A total of 15,000 copies per issue was produced and then distributed to local contacts, the media, academic institutions and civil society by way of the OAS' national offices.

Strategic Communications also produces a number of basic informative documents about the OAS. These documents, which are for general consumption, are updated regularly and published in English and Spanish for distribution at conferences and meetings. They are also in electronic format at the Organization's Internet portal.

Multimedia Products and Services

In 2003, the Multimedia Products and Services area (DPI/Multimedia Unit) continued to expand coverage and improve communications, products and services by using electronic media and digital technology. The Unit organizes, produces and maintains the OAS' Internet portal, provides video services (including broadcasts that are live or pre-taped in video format or carried over the Internet, digitalization of videos, videoconferencing, and production of documentaries on topics of interest to the Organization), photography services and publication of the *Americas Forum*, a monthly e-zine sent to over 45,000 subscribers in the academic world, government, the media, nongovernmental organizations and civil society. The e-zine carries articles about current issues at the OAS, as well as news, reports and interviews.

The OAS' Internet portal received more than 4.8 million hits in 2003, which is an increase of roughly

20% over the previous year. The most visited Internet pages were the news and press releases, juridical and other law-related documents, job opportunities, the search engine, and information on the thirty-third regular session of the General Assembly.

The Unit handled more than 164 Webcasts in 2003, among them the meetings of the Permanent Council –including the special meetings to discuss events in Haiti, Bolivia, and Venezuela; visits to the OAS by presidents and distinguished figures; ceremonies held to sign agreements and for ratifications of conventions; and a number of ministerial and high-level meetings. Videos were taped of a number of events, to be circulated to television stations and networks. The Unit also produced 24 interactive videoconferences, four seminars and three roundtables carried over the Internet.

In the video area, a new video in the series *Americas Alive* was produced, this one on the history of the OAS/UPD electoral observation process. The 30-minute program is circulated in English and Spanish among television stations in the member States and will soon be available in French. Working in cooperation with CIM, the Unit is putting together programs that focus on women's leadership in the Americas. Video documentaries were also produced in DVD format by the Art Museum of the Americas, the Unit for Sustainable Development and Environment (UDSMA), and the missions of the member countries.

The Unit also offers its services to a number of OAS inter-American and specialized bodies. For example, it broadcast several meetings of the Inter-American Commission on Human Rights (IACHR) and press conferences by the Inter-American Drug Abuse Control Commission (CICAD).

Radio

The Radio area continues to digitalize its programming and has developed an Internet page at the OAS' portal. In Spanish, the area produces "*Escenario*," which is carried over radio stations in Latin America and reports news on events related to the hemisphere's agenda.

The program *Focus on the Americas* is produced for audiences in the countries of the English-speaking Caribbean. This weekly, 30-minute e-zine is circulated on compact discs and airs on 26 radio stations. It features live, trans-Atlantic linkups, now more common on popular stations in the Caribbean. This is done with the help of guest experts in studios on both sides of the Atlantic. Audience participation by way of incoming phone calls is another frequent feature. OAS Radio's transmissions continue to be distributed via satellite feed.

Americas Magazine

The General Secretariat published six issues of *Americas Magazine*, identical in Spanish, English and French. A total of 55,000 copies of each issue were printed. Out of that, roughly 30,000 were sent to subscribers around the world; another 18,000 were distributed at magazine stands in the United States and Canada. Many copies are also sent to the governments and institutions in the member States, either directly or by way of the national offices of the General Secretariat. Proceeds from subscriptions and sales at magazine and newspaper stands account for about 45% of the magazine's total cost.

The Secretariat continued to implement the recommendations made in the "Three-year Plan of Action

to Strengthen *Americas* Financial Situation.” In early 2004, a special sales promotion will be conducted in Canada with the backing and support of FOCAL (the Canadian Foundation for the Americas). Also, the staff at *Americas* has been actively exploring new academic markets for the magazine, conducting special sales promotions with university libraries in the United States and Canada. With the help of the OAS’ national offices, a marketing survey was conducted in the member States to prepare to negotiate contracts with magazine distributors and increase sales of the magazine at newspaper stands abroad.

The General Secretariat is also conducted a number of campaigns to increase and promote sales of the magazine using a variety of marketing strategies. As part of the subscription sales campaign in the winter of 2003, 55,000 letters were sent to potential subscribers, offering a 2004 *Americas* agenda as a gift. This year’s agenda is devoted to democracy, and was produced in cooperation with the Unit for the Promotion of Democracy. *Americas* Magazine is also sold over the Internet at *MagazineCity.net* and *doctormag.com*. All proceeds from subscriptions and sales of the Magazine, no matter what the source, are used to cover the costs of producing and publishing the magazine.

DEPARTMENT OF LEGAL SERVICES

Under Executive Order 96-4, which spells out the Department's functions, the purpose of the Department of Legal Services is to deal with legal matters that arise in connection with the Organization's activities, its relations with other entities, and application of its internal rules and regulations. The Department accomplishes its objectives by providing advisory legal services and representation in litigation and negotiation. It also helps draft legal documents for the General Secretariat, the political bodies and other organs within the Organization. Given its nature, the work is extensive, varied and intensive.

Inquiries

According to the Correspondence Log, the DSL answered, in writing, 593 inquiries from various offices of the General Secretariat, the political bodies and the delegations. Of those, 271 were legal opinions. It also reviewed 178 agreements. The Department's principal clients were the Secretariat for Management, with 116 inquiries, the Inter-American Agency for Cooperation and Development (IACD), with 84 inquiries, and the Unit for the Promotion of Democracy (UPD), with 82 inquiries. The Department answered, in writing, more than ten inquiries from each of the following areas as well: the Office of the Assistant Secretary General and its various areas, at 66; the Unit for Sustainable Development and Environment, at 27; the Retirement and Pension Committee, at 23; the Inter-American Drug Abuse Control Commission (CICAD), at 19; the Office of the Secretary General's Chief of Staff, at 15; and the Trade Unit, at 12.

Advisory services to the political organs

The DSL provided legal advisory services at the sessions of the General Assembly, the meetings of the Permanent Council, and the Joint Working Group on the Restructuring and Modernization of the OAS, mainly on administrative-, labor-, budget- and procedure-related matters. It advised the Permanent Council and the Advisory Committee on Administrative and Budgetary Affairs (CAAP), particularly with regard to the legal questions associated with the salary increase not provided for in the 2003 program-budget and the amendments to the Staff Rules. It also prepared legal opinions, draft resolutions, and the working papers requested of it.

In the case of the Inter-American Council for Integral Development (CIDI) and its organs, the DSL provided advisory services on the creation of the Inter-American Committee on Culture and on the accommodation of the Inter-American Travel Congresses to fit into the structure and activities of CIDI. It was legal advisor at the Eighteenth Travel Congress in Guatemala and at the meetings of CIDI, CEPCIDI and the Management Board of the IACD.

For CITEI, the DSL prepared draft resolutions and advised the chair and the various delegations attending the XIII Meeting of Permanent Executive Committee of CITEI (COM/CITEI) in Calafate, Argentina, and the Steering Committee at headquarters. The inquiries touched upon procedural matters, amendments to the regulations governing Associate Membership, and financial and administrative business.

The DSL also cooperated with the Assembly of Delegates of the Inter-American Commission of

Women and answered a number of questions that its Executive Secretariat put to it during the course of the year, including advice on an agreement with USAID to support a program against the trafficking in persons.

Under the Cooperation Agreement with the Inter-American Institute for Cooperation on Agriculture (IICA), the DSL served as legal advisor at the XXIII Regular Meeting of the IICA Executive Committee and the Twelfth Meeting of the Inter-American Board of Agriculture, held in Panama. It prepared regulations and model contracts for associate personnel, a set of regulations and a plan to encourage payment of quotas on time. It also answered a number of inquiries on labor-related and financial issues, prepared the documents necessary for the dissolution and liquidation of the AgriFuture Foundation, and reviewed draft contracts with Oracle.

The DSL participated in the meetings that the Directing Council of the Inter-American Children's Institute held in Chile and Washington. There, the Department submitted legal opinions on budgetary matters, parliamentary order, the election of the Director General, and the use of the Institute's own capital. It answered queries from the Director General concerning institutional and labor-related issues and about cooperation agreements.

In the case of the Inter-American Defense Board (IADB) and the Permanent Council's Committee on Hemispheric Security, the DSL presented one legal opinion and a number of draft resolutions on modernization and reform of the IADB. It also provided the latter with advisory services on issues related to human resources and fundraising.

For the Retirement and Pension Committee, the DSL prepared new provisions on Policies and Procedures and advised the Committee and the Secretary-Treasurer on application of the Plan, enforcement of the Regulations, and on tax- and labor-related matters. With the Committee's approval, it also published the codified Regulations for the Plan.

The Department of Legal Services assisted the Rowe Fund Committee, particularly with negotiation of an agreement with a Bolivian private non-profit that will take on the operational functions and serve as trustee to facilitate the award of loans to more Bolivian students. The Department also advised the Secretariat of the Fund on legal and administrative matters.

The Department has an attorney assigned fulltime to CICAD and through that attorney took part in CICAD's programs in legal development and control of arms smuggling and money laundering. These activities, featured in CICAD's report, included preparation of provisions for control of arms brokers in CICAD's Model Regulations on Firearms, which CICAD adopted; advisory assistance in connection with the Inter-American Convention against the Illicit Manufacturing of and Trafficking in Firearms; review and negotiation of cooperation agreements; drafting of amendments to the Model Regulations on Money Laundering to control the financing of terrorism; and training for countries interested in using the system of oral arguments at trial.

Advisory assistance to the General Secretariat

To help arrange for the holding of the Special Summit and other international meetings held in Mexico, the Department of Legal Services represented the Offices of the Secretary General and the Assistant Secretary General in the negotiation of the corresponding agreements and in setting up a trust for administration of the funds to finance those meetings. The Director of the DSL is serving as chairman of the technical committee that oversees the trust fund. Also, to help get the activities of the Administrative Secretariat of the Free Trade Area of the Americas up and running in Mexico, the DSL concluded negotiations on the establishment of a trust fund to run the Administrative Secretariat, prepared the corresponding agreements and the model contracts for personnel associated with the trust fund, and helped coordinate the award of contracts and the recognition of privileges and immunities accorded to staff of the Administrative Secretariat.

The DSL advised the Office of the Assistant Secretary General (OSGA) on the Agreement to Establish a Transition Process and Confidence-Building Measures between Belize and Guatemala. It then conducted a mission to the two countries to begin the legal steps for the land transfer in order to facilitate the resettlement of residents from the adjacency zone. The Department also participated in the review, negotiation and finalization of agreements with donors to the Special Mission in Haiti, and provided advisory assistance in settling that mission's administrative and labor issues.

The Department of Legal Services also counseled the OSGA on labor, tax and real estate matters and on the privileges and immunities in the administration of the offices of the General Secretariat away from headquarters. It launched a process to get recognition of the tax-exempt status of an official vehicle sold in a member State. The DSL helped draft and negotiate a number of agreements, prominent among them a cooperation agreement with the International Red Cross. It also provided legal advisory services to the OSGA in connection with its activities as Secretariat of the Permanent Council. The Department also advised the Secretariat for Meetings and Conferences with the language and review of agreements and contracts associated with meetings like the regular session of the General Assembly and those of the Model General Assembly.

The DSL assisted the IACD Executive Secretariat with the drafting and negotiation of agreements with public- and private-sector donors and participants for specific projects and helped it prepare and refine the model agreements for project execution. It continued to help prepare the legal documents associated with Phase II of the Project on Housing Reconstruction in Communities Hit by Hurricane Mitch in Honduras, and participated in the respective tendering process. The DSL advised the Director General on the legal requirements that had to be met for a cooperation agreement with Taiwan, proposed the pertinent guidelines, and drew up a draft trust contract to facilitate the receipt and management of Taiwan's resources, subject to compliance with those guidelines and the approval of the pertinent political bodies.

The Department also advised the Executive Secretariat of the Inter-American Commission on Human Rights (IACHR) on labor-related matters and negotiated out-of-court settlements. It also helped the Executive Secretariat of the IACHR review agreements with donors for some of the Commission's projects.

The DSL continued to assist the Unit for the Promotion of Democracy (UPD) with organization and review of agreements and contracts for the electoral observation missions, such as the agreement

concerning procedure for the signature-collection electoral observation mission in Venezuela, those for de-mining and funding thereof, projects for automation of various electoral processes and systems and projects to modernize the State and citizen participation in electoral processes. The Department also provided advisory services in the negotiation and preparation of agreements with donors. It prepared a legal opinion on the possibility of sending an electoral observation mission to an OAS observer country.

The Department of Legal Services collaborated with the Unit for Sustainable Development and Environment on the preparation and review of agreements to execute projects in various countries, including preparation of the agreements with the countries participating in the World Bank-financed "Guaraní Aquifer System" project, and the project on the "Water Resources of the La Plata Basin." The DSL provided advisory services to the Inter-Sectoral Unit for Tourism to assist with preparation and review of agreements for projects in a number of countries and for the establishment of a fund to attract external financing for the development of small hotels in the Caribbean.

The DSL advised the Secretariat for Management on the negotiation and wording of various legal documents. These included the contracts to lease office space in the GSB, the construction contracts for the renovation work in the Main Building, and other major service contracts. It drafted and reviewed a number of Administrative Memoranda, such as the one concerning Budgetary and Financial Rules; Guidelines for the Tuition Reimbursement Benefit for Training and Career Development; the use of tax exemption cards for GS/OAS purchases; and on the vehicles in the member States registered under the name of the General Secretariat of the Organization of American States. It also continued to provide advice on budgetary matters and on the disposition of any excess in the Reserve Subfund, and administrative matters having to do with the interpretation of rules for application to concrete cases, such as requests for a hearing and reconsideration, repatriation benefits, use of the education subsidy, home leave, and personnel policies.

It continued to work with the Office of the Inspector General by reviewing the terms of the contracts for audits conducted in the various member States, answering inquiries and participating in audits of projects and cases, providing their legal foundation. Such was the case with the audit and investigation done of the General Secretariat's office in one member State, which corrected the existing legal problems using the Organization's rules and regulations.

The Department of Legal Services continued to provide corporate and tax-related legal advice to nonprofit entities associated with the Organization, such as the Foundation for the Americas, the Inter-American Studies Foundation of the OAS Model General Assembly, the Women of the Americas Foundation and the Young Americas Business Trust. It continued to help the Art Museum of the Americas with the drafting and review of legal documents related to art exhibits, including issues related to cost, shipping and insurance of art work.

Staff of the DSL continued to serve with various committees and working groups of the General Secretariat, either as members and/or legal advisors. These included the Insurance Committee, the Selection and Promotion Committee, the Publications Committee and the Sales Committee.

Litigation

The DSL defended the General Secretariat in cases brought before the Administrative Tribunal. It responded to a complaint filed by a former staff member whose fixed-term contract was not renewed and who also was asking the Tribunal to order the General Secretariat to pay damages and injuries resulting from an alleged misapplication of the performance-evaluation procedure. The Tribunal dismissed the petition and did not order the General Secretariat to pay any costs.

It also argued that another complaint was inadmissible on the grounds that it was not submitted on time. Nevertheless, the Tribunal heard the complaint and suggested that the parties arrive at a negotiated settlement before the Tribunal took up the case again. The attorneys for the parties did achieve that negotiated settlement.

The Department of Legal Services has just asked the Administrative Tribunal to dismiss a complaint filed by someone who is asking to be recognized as a staff member based on that person's 23 years of service with the General Secretariat in Argentina.

Over the course of the year, the DSL advised various areas of the General Secretariat on decisions to avert litigation and helped the hearing officers and the Reconsideration Committee to find solutions to labor disputes with the best interests of the General Secretariat in mind.

OFFICE OF THE INSPECTOR GENERAL

The activities of the Office of the Inspector General (OIG) are responsive to the provisions of the General Standards to Govern the Operations of the General Secretariat -Chapter XV, Preparation of the Program-Budget- and Executive Order No. 95-05. Those provisions establish the internal audit function that helps the Secretary General and the governing bodies monitor to ensure that the various levels of administration are fully discharging their responsibilities with regard to the programs and resources of the General Secretariat. The purpose is to ensure a systematic review of the General Secretariat's operating procedures and financial transactions at headquarters and at its offices in the member states. The Inspector General's Office also checks to ensure that the established policies, rules and practices are being observed and carried out correctly, efficiently and economically.

Audits

During the period between March 1, 2003 and February 29, 2004, the Office of the Inspector General conducted 9 audits to check operations and to monitor for compliance, and for a systematic review of the internal accounting and management systems. It also conducted one inspection and one investigation. In carrying out its functions, the Office endeavored to cover as much activity at headquarters as possible. The focus was on the higher-risk operations and on those with the most potential for greater efficiency, economies and effectiveness. The Office of the Inspector General operated independently, with unrestricted access to all functions, activities, operations, records, properties and staff of the General Secretariat, both at headquarters and in the field.

During this period, the practical activities involved in the audits at headquarters were performed to evaluate the internal and administrative controls and to check that OAS directives and procedures were being observed. The OIG reviewed the long-distance phone call activity at headquarters, the operations of the Department of Financial Services, of the Columbus Memorial Library, of the Inter-American Commission of Women, the Messenger Unit, travel costs at headquarters, the Department of Procurement Management Services, performance contracts, and the offices of the OAS General Secretariat in the Dominican Republic, Paraguay and El Salvador to determine whether they were performing their activities according to OAS regulations and procedure.

The Secretary General approved all the audit reports and recommendations.

The Office of the Inspector General also checked 11 projects executed in various member States to make certain that the agreements were being observed and to determine whether the stated objectives were accomplished. The projects audited were as follows: (1) Incorporation of the Gender Perspective; (2) A Study of the Trafficking of Women and Children for Sexual Exploitation in the Americas; (3) Follow-up of the Convention of Belém do Pará; (4) Organizational development of the National Drug Commission; (5) Workshop on the Promotion and Defense of the Rights of Children and Adolescents in the Inter-American System for the Protection of Human Rights; (6) Project for Modernizing the Civil Registry (MORECIV); (7) Modernization of Electoral Institutions; (8) Model Regulations for the Control of the International Movement of Firearms, Their Parts and Components, and Ammunition; (9) "Document Catalog Retrospective Conversion Services"; (10) International Seminar on Small Business Incubators, and (11) Political Training School Program.

Other activities

The Office of the Inspector General continued to monitor to ensure that the recommendations made in the Office's earlier reports were being implemented. The Office continued to provide advice and assistance through its analyses, evaluations, investigations and recommendations about the activities reviewed, and served as an observer on a number of General Secretariat committees.

The Inspector General files quarterly reports and an annual report on its activities, with both the Secretary General and the Permanent Council.

PROTOCOL OFFICE

The Protocol Office plans and coordinates the official ceremonies of the political bodies of the Organization of American States (OAS), the Permanent Council, the Secretary General, the Assistant Secretary General, and the Executive Secretariats. It serves as liaison between the permanent missions to the OAS and the United States Department of State in matters concerning the missions' privileges and immunities. It also organizes and coordinates the use of the OAS' Main Building for protocol-related and social functions.

Protocol and Ceremony

The Protocol Office organized protocol meetings for the President of Italy, the President of Uruguay, the President of Nicaragua, the President of Bolivia and the President of Paraguay, and a special meeting of the Permanent Council for a visit by the Delegation from the European Union. It also organized the ceremonies in celebration of Pan American Day, the anniversary of the birth of Simón Bolívar, and the ceremony to commemorate the Discovery of America-Encounter of Two Worlds. The office coordinated ceremonies at which 8 permanent representatives presented their credentials and the courtesy visits made by a number of Permanent Observers. Receptions were organized to bid farewell to the ambassadors of Nicaragua, Ecuador, Colombia, the Dominican Republic, the United States and Guatemala.

The Protocol Office also provided protocol-related assistance for all the openings of the exhibits of the Art Museum of the Americas. It also organized all the ceremonies held for signature, deposit or ratification of protocols and other agreements between the Organization and the member States. At the regular session of the General Assembly held in Santiago, Chile, the Office organized a large reception that the Secretary General hosted for some 500 guests.

The "OAS Directory of Missions, Heads of State/Government and Senior Government Officials, OAS Organs and Affiliated Entities" was updated and published in print and at the OAS Internet-Intranet portal. Congratulatory letters were prepared and sent to the Permanent Representatives and Observers on the occasion of their countries' independence day.

Management of the Main Building

The Protocol Office manages the use of the Main Building. In the course of the year, more than 300 receptions, luncheons, dinners and conferences were held there. The proceeds from leasing the building in 2003 will be some US\$190,000. The Protocol Office was also instrumental in coordinating 17 "Country Weeks," which are weeks assigned to member States and observers to host and stage cultural or academic events. The Office also helped organize 4 art exhibits and 9 recitals unrelated to the Country Week programs. It worked closely on organization of the Americas Food Festival, organized by the Organization of Women of the Americas (OMA) whose members include the spouses of the ambassadors accredited to the OAS. The Office provided them with support and advisory assistance throughout the year.

Support to the Permanent Missions, the General Secretariat, and liaison with the Department of State

The Protocol Office reviewed and processed some 3,950 requests from the Permanent Missions and their staff before they were filed with the Department of State. These included accreditations, requests for issuance of visas, changes to them, or visa extensions and renewals; applications for work permits, importation and purchase of duty-free goods; filing for and renewal of tax exemption cards and driver's licenses, and forms having to do with vehicle registration, verification of insurance, or sale or exportation of vehicles. The Office also arranged visas for high-ranking OAS officials and letters for driver's licenses for OAS staff.

OFFICE OF EXTERNAL RELATIONS

The Office of External Relations (ORE) was established by Executive Order 97-4, of July 23, 1997. Its purpose is to advise the various offices of the General Secretariat and the governing bodies on all activities associated with external relations, while promoting and maintaining communication with the headquarters country of the Organization, nongovernmental organizations, academic institutions, the private sector, nonprofit organizations, and the like.

Permanent Observers

The Office of External Relations is in charge of day-to-day management of the activities involving the permanent observer countries, which are taking an ever greater interest in the Organization's activities and participating therein. By holding informative meetings, exchanging documents and information, visits by high-ranking government officials from those States and special events, the Office of External Relations helps to promote these countries' active involvement and cooperation in the General Secretariat's activities.

There are currently 59 Permanent Observers to the Organization. Three more States received permanent-observer status in the OAS: Slovenia, Nigeria and Luxemburg. In 2003, the Organization was the recipient of sizeable contributions from these countries, in cash and in kind. The Office of External Relations negotiated a significant portion of those contributions, either directly or by acting as an intermediary. The ORE also organized a number of donation-related ceremonies in order to publicly acknowledge the observer countries' support for the Organization's activities and arranged for publication of the respective press releases.

Of the official visits made by high-ranking government officials of the permanent-observer countries, particular mention should be made of the visit by the President of Italy, the Honorable Carlo Azeglio Ciampi, who addressed a protocolary meeting of the Permanent Council. There, the Italian chief of State said that he was optimistic about the dialogue that the European Union and the OAS had embarked upon. President Ciampi, the first Italian head of State to visit the Organization, took the opportunity to report that Italy would again establish a Permanent Mission to the OAS. During this same period, talks were held between the OAS and the European Union. The latter was represented by a delegation headed by the Deputy Minister of Foreign Affairs of Italy, Mr. Mario Baccini, and its Director General for the Americas, Ambassador Ludovico Ortona. Ireland, which will be the next country to serve in the presidency of the European Union, was represented by Patrick Walshe, Assistant Secretary General of Ireland's Department of Foreign Affairs.

Also, a high-level meeting was organized between the Secretary General of the Council of Europe, Mr. Walter Schwimmer, and the Secretary General and Assistant Secretary General of the OAS, to discuss issues of common interest, such as human rights, the war on drugs, corruption, terrorism and the strengthening of democracy.

The ORE also maintains and regularly adds to its Internet page on Permanent Observers, which features information and documents relating to Permanent-Observer status, detailed information about each permanent observer, and general data on contributions from permanent observers and their participation in the Organization's activities. During the period this report covers, the ORE translated

this page into Spanish. Previously, it was only available in English.

Working closely with the technical areas, the ORE prepared and distributed a file containing details on a number of technical cooperation projects administered by the General Secretariat and for which funding from the observer countries is being sought.

Other activities

One important project that the ORE undertook was the creation of a “Speakers Program” which is an exhaustive database of experts in a variety of disciplines, from within the Organization, the permanent missions, and outside institutions, to serve as panelists or speakers at Organization-sponsored events. This database is being made available as a reference document, because it contains complete information on the contacts, such as name, profile, area of specialization, contacts, place of work, background, professional experience and references as a lecturer or speaker.

The Speakers Bureau, the Center for Latin American Studies of George Washington University and the Council on World Affairs teamed up to organize a lecture series. The topics discussed at these events were the Special Conference on Security, held in Mexico, the Special Summit of the Americas, and the results of the Ministerial Meeting held in Miami about the FTAA process. These lectures are intended to enrich the hemispheric dialogue on issues that are priorities for the member States and attracted 600 people from the local community, among them diplomats, scholars, experts from think tanks, government representatives and representatives of NGOs and the private sector.

Special events were also organized through the Speakers Bureau, such as the television program on “Children and the Environment,” done under the joint auspices of PAHO; the round table on “Child Labor, Poverty and Education,” featuring a recognized expert on the subject, Kailash Satyarthi, President of the Global March against Child Labour; a videoconference with California Lutheran University, to report on the Organization’s main activities; and a videoconference on “Trafficking in Persons in the Hemisphere,” organized in conjunction with the Inter-American Commission of Women (CIM).

The Office also organized its annual seminar for young leaders, called “Project Americas,” in conjunction with the Baker Institute for Public Policy at Rice University in Houston, Texas. The main theme of the seminar was “Democracy in the Hemisphere: Challenges and Opportunities.” This seminar brought together a group of 16 leaders from various countries of the hemisphere. Ambassador Luigi R. Einaudi, Assistant Secretary General of the OAS, was present as the Organization’s representative and principal speaker.

Approximately 3,800 visits and 164 tours and information sessions about the OAS were conducted for high schools, universities and other institutions. The visitors included government officials, specialists from think tanks, officers in the armed forces, students and academics, and others.

The ORE continued to expand its database, which by now has over 3,000 local contacts interested in participating in the Office's activities. The Children's Corner, the OAS Internet page designed as a cyber-center for information and training useful to children, students, teachers and the general public, also continues to be updated regularly.

SECRETARIAT FOR THE SUMMIT PROCESS

On May 31, 2002, the Secretary General signed Executive Order No. 02-03, creating the Secretariat for the Summit Process to replace the Office of Summit Follow-up. The latter had been established by Executive Order 98-3, of July 16, 1998, to coordinate the activities and do follow-up on the mandates assigned in the Plan of Action of Santiago, from the Second Summit of the Americas. The Secretariat for the Summit Process is the office within the General Secretariat that advises the Secretary General, the Assistant Secretary General and the political organs of the Organization on matters related to summit follow-up.

Secretariat for the Summit Process

Since the Third Summit of the Americas, and in compliance with resolutions AG/RES. 1824 (XXXI-O/01), AG/RES. 1847 (XXXII-O/02) and AG/RES. 1965 (XXXIII-O/03), this Office has been serving as Secretariat for the Summit Process. As such, it provides technical and logistical support to the meetings of the Summit Implementation Review Group (SIRG) and its Executive Council and Steering Committee; drafts, maintains, updates and publishes all documents of those meetings at the governments' section of the Summit of the Americas Information Network; serves as the institutional memory of the Summit process; constantly updates information on the activities conducted to follow-up on the mandates approved by the chiefs of State and heads of government of the Americas, and provides all information that the countries require about the Summit process. This past year, the Secretariat has also conducted a number of activities to bring the Summits of the Americas and their mandates to the attention of the various sectors of society in our Hemisphere.

Support provided to the proceedings of the Summit Implementation Review Group (SIRG)

The Secretariat for the Summit Process provided support to the SIRG meetings held in Washington, D.C. in April 2003 and in Santiago, Chile, in June 2003, and the five meetings held to prepare for the Special Summit of the Americas. For the April 2, 2003 SIRG meeting, the Secretariat provided logistical and technical support and compiled the Summit Implementation and Monitoring Chart, which also features the national reports presented by the countries on implementation of the mandates from the Summits. Later, during the regular session of the General Assembly held in Santiago, Chile, the SIRG held a ministerial meeting where the chairmanship of the Summit process was handed over to Argentina, which will host the IV Summit of the Americas. At this same meeting, a decision was made to hold a Special Summit of the Americas prior to the IV Summit.

In the preparations leading up to the Special Summit, Mexico took over the chairmanship of the SIRG and directed the *travaux préparatoires*, with the support of this Secretariat. The SIRG held five preparatory meetings: at OAS headquarters in Washington, D.C. in July and September of 2003; in Mexico City in October of that year, then in Washington again, from December 8 through 12, and finally in Monterrey, Mexico, January 8 through 10, 2004. At these meetings, the Secretariat for the Summit Process helped with negotiation of the Declaration of Nuevo León by providing technical advisory services and logistical support, forwarding the pertinent documents to the national coordinators, translating the documents and publishing them at the Internet site for the governments to access.

At the Special Summit of the Americas, the Secretariat for the Summit Process introduced a report titled “*Advancing in the Americas: Progress and Challenges*” about implementation of the mandates from the Quebec Summit.

The Secretariat for the Summit Process maintains and manages the Internet page of the Summit of the Americas Information Network, which the general public can access but which also contains a section reserved exclusively for the use of the national coordinators of the Summit process. This page features the basic documents pertaining to the Summit process: speeches, national reports, declarations and summaries of the SIRG meetings, reports from the relevant ministerial meetings, and information about other activities carried out and related to implementation of the mandates from the Summits for the Americas and about civil society’s participation in this process.

Follow up of meetings of ministers and high-ranking officials, related to the Summit Process

As part of the follow up of the ministerial meetings related to the Summit process, at every SIRG meeting this Secretariat presents a report on the most recently held ministerials. In doing so, the Secretariat for the Summit Process coordinates with the technical areas of the OAS in charge of the topic in question, and attends and supports these ministerials. The Secretariat for the Summit Process is in charge of coordinating civil society’s participation in these meetings. During the period covered in this report, the Secretariat has provided its support to the following meetings:

- V Meeting of Ministers of Transportation, Ixtapa, Mexico, 8–9 May 2003
- III Meeting of Ministers of Education in the framework of the CIDI, Mexico, 12-13 August 2003
- Meeting of Ministers of Health, Washington, D.C., 22-26 September 2003
- XIII Inter-American Conference of Ministers of Labor, Salvador, Bahia, Brazil, 24-26 September 2003
- High-level Meeting on Poverty, Equity and Social Inclusion, Isla Margarita, Venezuela, 8-10 October 2003
- II Meeting of Ministers and High-level Authorities Responsible for Policies on Decentralization, Local Government and Citizen Participation, Mexico City, 17 October 2003
- Conference on Corporate Social Responsibility, Panama, 26-28 October 2003
- Special Conference on Security, Mexico City, 27-28 October 2003
- Ministerial Meeting on Agriculture and Rural Life, Panama, 11-12 November 2003
- VIII Meeting of Ministers of Trade, Miami, Florida, 21 November 2003.

Joint Summit Working Group for the Summits

A Joint Summit Working Group of international organizations was established by a memorandum of understanding signed in July 2001. It is a partnership among the Inter-American Development Bank (IDB), the Pan American Health Organization (PAHO), the United Nations Economic Commission for Latin America and the Caribbean (ECLAC), the Organization of American States (OAS), the Inter-American Institute for Cooperation on Agriculture (IICA), the Andean Development Corporation (CAF), the Central American Bank of Economic Integration (CABEI), the Caribbean Development Bank (CDB), and the World Bank. The OAS Secretariat for the Summit Process provides secretariat services to that Working Group and is in charge of coordinating its activities.

This Group has met periodically to share information about the activities to follow up on and implement the mandates from the Third Summit of the Americas. The OAS Secretariat for the Summit Process convokes the meetings, presents an agenda, drafts the minutes of the meeting, compiles joint reports and conducts a follow-up on the decisions adopted. This group of institutions participated in the SIRG meetings held in 2002. At SIRG's April 2003 meeting, the Secretariat presented a report on activities conducted in furtherance of the Summit mandates. At the OAS General Assembly, a Hemispheric Report was presented to the ministers of foreign affairs and the heads of each institution, containing all the activities conducted by the members of that Working Group in furtherance of the Summit mandates.

At the invitation of the President of the IDB and the Secretary General of the OAS, the heads of all the organizations partnered in this Working Group met for a second time on December 10, 2003. The purpose of the meeting was to improve coordination and cooperation on the implementation of the mandates from the Third Summit of the Americas. Also participating in this meeting were the national coordinators for the Summits.

The heads of this Group's member organizations attended and participated in the Special Summit of the Americas, held in Monterrey, Mexico, January 12 and 13, 2004.

Disseminating the Summit Process

The Secretariat for the Summit Process organized the following events as a way of publicizing information about the implementation of the mandates from the Summits of the Americas:

- Regional Seminar with Civil Society, at the Facultad Latinoamericana de Ciencias Sociales (FLACSO) [Latin American School of Social Sciences, Santiago de Chile, June 2003
- A meeting of the ESQUEL Group Foundation to inform the NGOs in the Washington area about the Special Summit of the Americas, Washington D.C., September 26, 2003
- An informative session about the Summit of the Americas, targeted at the Permanent Observer Missions to the OAS, Washington D.C., September 30, 2003
- An essay contest on the Special Summit of the Americas, for undergraduate and graduate students
- An informative session about the Summits, targeted at the Washington area NGOs, Inter-American Dialogue, Washington D.C., October 7, 2003
- A meeting at the OAS with groups from the private sector, to talk about the Summits of the Americas, Washington D.C., October 17, 2003
- An informative meeting about the Summits for the Washington Political Community, Center for Security and International Studies (CSIS), Washington, D.C., November 3, 2003
- An event with civil society, organized in partnership with the North-South Center during the Americas Business Forum and the Trade Ministerial, Miami, FL, November 17, 2003
- Breakfast with the private sector and the Council of the Americas, Miami, FL, November 21, 2003
- Regional Forum "Civil Society in the Process of Hemispheric Integration within the Framework of the Special Summit of the Americas," Mexico City, November 24-25, 2003
- Regional Seminar with the Press, Washington, D.C., December 12, 2003
- Forum with civil society, Monterrey, Mexico, January 11, 2004
- Forum with the private sector, Monterrey, Mexico, January 11, 2004

- Presentation of the prizes in the Essay Contest, Monterrey, Mexico, January 11, 2004
- Presentation of the report “Advancing in the Americas: Progress and Challenges,” Monterrey, Mexico, January 11, 2004.

Mobilization of resources

The Secretariat for the Summit Process made a special effort to marshal resources in 2003, and received contributions from member countries (Argentina, Brazil, Canada, Chile, El Salvador, Mexico, Suriname and the United States) and from the organization “Partners of the Americas.” The additional resources enabled it to publicize the Summit Process with the media, civil society, the private sector and the youth of the Americas and to prepare the extensive report on the Summits’ progress, which reviewed the advances made on the 18 issues in the Quebec Plan of Action. That report was the basic document that the Presidents and Chiefs of State used for their talks at the Special Summit of the Americas held in Monterrey, Mexico.

Support provided to the Committee on Inter-American Summits Management and Civil Society Participation in OAS Activities

The Secretariat for the Summit Process provided this Committee with technical support and coordinates civil society’s participation in its meetings. It also keeps the register of nongovernmental organizations accredited with the Organization.

The Secretariat for the Summit Process provided technical support at the seven (7) meetings this Committee held. It prepared reports and the draft work program, examined applications from nongovernmental organizations to register with the Organization, and performed other functions. Particular mention should be made of this Committee’s special meeting on March 28, 2003, attended by more than 30 representatives of civil society. There, they explained their views about these institutions’ participation in OAS activities. A number of organizations cited resolution CP/RES. 840, approved by the OAS Permanent Council and titled “*Strategies for Increasing and Strengthening Participation by Civil Society Organizations in OAS Activities,*” which they regarded as a step forward in the cooperation and collaboration with nongovernmental organizations. At the afternoon session of that day’s meeting, the Committee heard civil society’s views on implementation of the Summit mandates on issues like hemispheric security, education, and good governance. These issues were selected because of the upcoming Special Conference on Security, the XXXIII regular session of the OAS General Assembly –whose theme would be ‘Good Governance for the Americas,’ and the III Ministerial Meeting of Education. The organization *Corporación PARTICIPA* presented an oral report on how the civil society strategy being conducted by *PARTICIPA*, *FOCAL*, the *Coordinadora Regional de Investigaciones Económicas y Sociales (CRIES)*, the Political Science Department at the *Universidad de los Andes (UNIANDES)* and *FLACSO Chile* to monitor implementation of the Quebec Plan of Action was progressing.

The Secretariat for the Summit Process also coordinated the record of 78 civil society organizations in OAS activities, bearing in mind the “Guidelines for Participation of Civil Society Organizations in OAS Activities.”

Civil Society

During the regular session of the General Assembly held in Santiago, Chile, the Secretariat for the Summit Process organized a working session involving representatives of over 100 nongovernmental organizations, the Secretary General and the ministers of foreign affairs of a number of member States. The purpose was to discuss civil society's role in the Summit mandates' implementation. The discussion touched upon issues related to the strengthening of democracy, the protection of human rights, and compliance with other mandates established at the Summits of the Americas.

To strengthen relations with civil society and its participation in the Summit process, the Secretariat for the Summit Process has kept the Web page devoted to this subject up to date. It has also updated the database of nongovernmental organizations registered with the OAS and those that participated in the Summit of the Americas. The Secretariat has an e-mail address to improve contact with civil society organizations and send and receive documents on the subject.

Civil society at the ministerial meetings

The Secretariat for the Summit Process was instrumental in enabling representatives of civil society to participate in the ministerials and specialized meetings held within the framework of the Inter-American Council for Integral Development (CIDI), including the III Meeting of Ministers of Education, and those held within the broader OAS framework, such as those on Decentralization, Hemispheric Security, and the VIII Meeting of Ministers of Trade.

Civil society's participation in the Summit process

From early on, civil society was involved in the activities leading up to the Summits through its participation in regional forums held in Washington, D.C. in March 2003; in Santiago, Chile in June 2003; in Mexico City in November 2003; again in Washington, D.C. in December 2003, and finally in Monterrey, Mexico in January 2004.

Support to the Working Group to prepare the Draft Declaration on the Rights of Indigenous Peoples

The Secretariat for the Summit Process provides technical and logistical support to the Permanent Council's Working Group to Prepare the Draft Declaration on the Rights of Indigenous Peoples. It helped prepare the Group's work program and has presented proposals to a number of cooperation agencies in an effort to persuade them to finance the participation of indigenous representatives in the negotiation of the draft Declaration, and to enable the General Secretariat, the States and the indigenous peoples to communicate better and share their experiences.

The Secretariat for the Summit Process attended the meetings of the Working Group, which is examining and discussing the consolidated text of the Draft Declaration prepared by its Chairman on the basis of the original proposal prepared by the Inter-American Commission on Human Rights (IACHR). That proposal took into account the contributions, observations and suggestions presented by the indigenous peoples since the process of drafting the Declaration began.

In furtherance of AG/RES. 1919 (XXXIII-O/03), adopted by the General Assembly at the session it held in Santiago, Chile in June 2003, the Secretariat provided its support to the Initial and Second Meetings for Negotiations with Indigenous Representatives to Build Consensus on the American

Declaration. Both working meetings were held at OAS headquarters, the first from November 10 through 12, 2003, and the second from January 23 through 26, 2004. The indigenous peoples of the hemisphere were well represented at those meetings, which served as opportunities to hear opinions and analyze the texts of the articles in Section One (Scope of Application), Section Two (Human Rights), Section Three (Cultural Rights), and Section Four (Organizational and Political Rights) of the Draft American Declaration on the Rights of Indigenous Peoples.

These working meetings have also been an opportunity to review the progress in international and domestic law on the subject and the principles and practices about traditional forms of ownership, land, territories and natural resources.

The Secretariat for the Summit Process continued to administer the Specific Fund to Support the Preparation of the American Declaration on the Rights of Indigenous Peoples, which received contributions from Brazil, Canada, Nicaragua, the United States and Finland, and the Database of the Indigenous Peoples of the Americas, which has close to 500 entries.

Other activities

The Secretariat for the Summit Process manages the official Web site of the Western Hemisphere Transportation Initiative (WHTI), which enables the Ministers of Transportation to communicate with each other and publish their follow-up reports on this topic.

OFFICE OF SCIENCE AND TECHNOLOGY

The Office of Science and Technology (OST) was created by Executive Order No. 97-1, of January 29, 1997. This is the advisory office on all matters pertaining to science and technology. Its duties and functions are: to strengthen the technical capability and programs that have some scientific and/or technological component; to assist the member states in matters within its competence; to cooperate with and support the activities of the Executive Secretariat for Integral Development; to foster the exchange and circulation of specialized information, and to coordinate the Inter-American Prizes awarded within its area of specialization.

The Office of Science and Technology (OST) coordinated and facilitated activities that were instrumental in discharging the mandates from the OAS General Assembly, the Summits of the Americas and other representative bodies of the Hemisphere, in matters related to science, technology and innovation, and their interaction with other areas like trade, education, social development, sustainable development and environment, information technologies, entrepreneurial development and strengthening of small- and medium-sized enterprise (SME), in efforts to reduce poverty in the hemisphere. Accordingly, the OST continued and even expanded its role as an instrument for synchronizing and coordinating policies in science, technology and innovation. As Technical Secretariat of the Inter-American Committee on Science and Technology (COMCYT) and of the process of preparing for the First Hemispheric Meeting of Ministers and High-Ranking Officials in Science and Technology in the Framework of CIDI, the OST coordinated the Special Meeting of the COMCYT held in Lima, Peru in May 2003. Among the agreements adopted at that meeting was a decision to hold the Ministerial Meeting in November 2004, to develop the proposed Science and Technology agenda for the next Summit of the Americas; the Fourth Regular Meeting of COMCYT in March 2004, to discuss the hemisphere's policies in science and technology, in priority areas as determined by the countries, including science, technology and innovation to make the productive sector more competitive; science and technology for social development; scientific and technological development in the Americas, and the popularization of science and technology.

The OST is also conducting the Hemispheric Cooperation Program, which has two components: the Project in Hemispheric Cooperation in the Development of Science and Technology Policy, and the project in Science, Technology and Innovation to Increase Competitiveness.

The Hemispheric Cooperation Project is geared toward developing hemispheric policies in science and technology in each priority area. To that end, a series of workshops was organized, with experts and national decision-makers. The first workshop, on improving the competitiveness of the productive sector, was held in Argentina, November 17-19, 2003. The second was on scientific and technological development in the Americas and was held in Ecuador, December 10-12, 2003. Participants were introduced to leading-edge technologies in the areas of advanced networks and information infrastructure, materials and nanotechnology, clean technologies and the environment, and biotechnology. Workshops are planned for early 2004 in Kingston, Jamaica, and Brazil: the Kingston workshop will be on social development, and the Brazilian workshop will deal with the popularization of science and technology. To combine the recommendations and policies coming out of these four workshops, a meeting will be held in Panama during the first half of 2004 to prepare the final document, which COMCYT will present to the First Meeting of Ministers.

On the subject of science and technology policy, the OST has kept up contacts with academies of sciences in the Americas. A meeting was held in Washington on August 14 and 15, 2003, to discuss the possibility of a collaborative effort among academies of science in the Americas to build scientific capacity and excellence for the hemisphere's sustainable development.

The OST headed the Panel on Science and Technology for Social Development at the IACD Conference on the Elements of a New Consensus to Confront Poverty in the Americas, organized by the OAS' Inter-American Agency for Cooperation and Development (IACD/OAS), PAHO and the IDB and held in Washington D.C., November 19, 2003. The Panel concluded that social and economic development and poverty reduction cannot be achieved without science and technology; that in making decisions, governments and donors must employ strategies that take account of the transversal impact of science and technology and make science and technology basic tools for development.

In the area of Technological Services, the OST continued to support efforts to consolidate the Inter-American Metrology System (SIM) and the Inter-American Accreditation Cooperation (IAAC), especially with the formation of the FTAA on the horizon. Technical advisory assistance was provided to both organizations as they conducted their activities and coordination meetings. Germany's *Physikalisch-Technische Bundesanstalt* (PTB) provided financial and technical support in these areas. All the member states have participated, cooperated and shared experiences, mainly in the area of metrology. Efforts in these areas are basically geared toward improving the productive sector composed mainly of small- and medium-size enterprises.

Through the Specialized Biotechnology and Food Technology Network (SIMBIOSIS) for Latin America and the Caribbean, the OST worked to improve management of biodiversity and to help launch the Biosafety Protocol approved in Canada in 2000. The OST provided support to the Biosafety Protocol Symposium held in Venezuela, in November 2003, geared toward training personnel in the Protocol's implementation in all countries of the hemisphere, for the sake of standardized treatment that meets FTAA requirements. The development of biotechnology indicators is also being promoted. Support was recently provided for a workshop held in Colombia on this subject, in partnership with Colombia's Science and Technology Observatory, to establish a model and form for the member states to use in compiling data.

In the area of information technologies and telecommunications, over the years the OST has built up considerable experience in interconnecting, creating and expanding networks, through the Hemisphere Wide Inter-University Scientific and Technological Information System (RedHUCyT). That experience is now being drawn upon to move Latin America and the Caribbean to more advanced levels of connectivity, facilitating access to the new generation of advanced Internet applications and technologies in the region.

The OST provided its support in developing and consolidating specialized science and technology information systems, including the SIM (Inter-American Metrology System), the RICYT (the Ibero-American/Inter-American Network of Science and Technology Indicators), SIMBIOSIS, INFOCYT (Latin American and Caribbean Scientific and Technological Information Network) and RELAQ (Latin American Chemistry Network). It maintains mirror pages of these systems on the Internet. The OST has also started to work with other projects like ScienTi -a database of more than 300,000 curricula vitae of scientists in the region- and CLARA, *Cooperación Latino Americana de Redes*

Avanzadas -an undertaking that the European Community is supporting. OAS headquarters was the site of a meeting with representatives of CLARA, the IDB and the Internet2 Consortium, to map out strategies for joint collaboration.

On the subject of Science and Technology Indicators, the OST continued to support the activities of the RICYT Network, providing permanent technical advisory services, in conjunction with the Ibero-American Program of Science and Technology for Development, in order to devise new regional indicators and strengthen the network.

In 2003, the OST took on the topic of gender in science and technology. It is planning to launch a project to develop relevant policies and recommendations for the ministers of science and technology in this hemisphere, all in coordination with the Inter-American Commission of Women (CIM) and other international organizations. Experts in the area are preparing case studies on Latin America and some of the advanced countries, which will be the discussion papers used at a workshop planned on this subject for 2004, contingent upon the financial support requested of the Canadian International Development Agency (CIDA) in 2003.

The OST has recently ventured into the area of digital government. With support from the United States' National Science Foundation and the OAS' CICAD, the OST is trying to develop a system enabling countries to share information, in real time, on specific subjects. At present, work is underway to develop a technological model for automation of the immigration process and border control between two countries.

The OST has remained in constant contact with the IACD's Division of Human Development, mainly on evaluating topics for fellowships and coordination of Ibero-American workshops, in conjunction with the CYTED Program.

In all these areas, the OST monitored developments closely through its contacts with the national science and technology organizations and the various institutions and agencies involved and through the technical visits it made to various countries during the period, including Argentina, Canada, Chile, Colombia, Ecuador, Mexico, Nicaragua, Peru and Uruguay.

TRADE UNIT

The Trade Unit was created by Executive Order No. 95-4, of April 3, 1995. Its basic purpose is to assist the member states in trade-related matters, which includes the functions assigned to the Organization of American States (OAS) at the Third Summit of the Americas in connection with the establishment of the Free Trade Area of the Americas (FTAA). Its functions are: to provide technical support to the Special Committee on Trade (CEC); to study the various aspects of trade relations in the Hemisphere; to ensure effective coordination with regional and sub-regional integration organizations, and to strengthen the trade information systems.

In its resolution AG/RES. 1973 (XXXIII-O/03), “Trade and Integration in the Americas,” adopted at its thirty-third regular session, the General Assembly reaffirmed the OAS’ commitment to supporting the process of free trade and economic integration in the Hemisphere.

Free Trade Area of the Americas (FTAA)

During the period covered in this report, the Trade Unit assisted the member states at three different levels of the FTAA process: the meetings of the FTAA negotiating groups; the Eighth Trade Ministerial, held in Miami, Florida, on November 20; and the four vice ministerial meetings –the first in Puebla, Mexico in April; the second in San Salvador, El Salvador, in July; the third in Port-of-Spain, Trinidad and Tobago, in September, and the fourth in Miami, Florida, in November. These activities were coordinated with the other two institutions on the Tripartite Committee (TC), namely the Inter-American Development Bank (IDB) and the Economic Commission for Latin America and the Caribbean (ECLAC).

The support that the Unit provided to the negotiating groups centered around their mandate and included data collection, studies, analysis and technical assistance the groups requested.

In the Miami Ministerial Declaration, the Ministers made several specific requests of the Tripartite Committee (TC), namely: 1) that the TC and the Consultative Group on Smaller Economies (CGSE) continue to support the Trade Negotiations Committee (TNC) to keep the TNC report on the results of the progress achieved in relation to the treatment of differences in the levels of development and the size of economies in each Negotiating Group up-to-date; 2) that the CGSE, with the support of the TC, “present recommendations to the TNC at its eighteenth meeting on financing methods and facilities to address the adjustment needs resulting from the differences in the levels of development and size of the economies of the hemisphere”; and 3) that the countries, with the help of the TC, finalize the trade capacity building (TCB) strategies and organize sub-regional meetings with donors to continue talks on TCB strategies.

During this period, the Unit continued to provide support to seven of the ten negotiating groups: Investment; Services; Intellectual Property Rights; Subsidies, Antidumping and Countervailing Duties; Competition Police, and Dispute Settlement. The Unit also offered technical assistance to the Market Access Negotiating Group, on the subject of Standards and Technical Barriers to Trade. The Unit also provided its assistance to the Technical Committee on Institutional Issues, the Consultative Group on Smaller Economies, the Committee of Government Representatives on the Participation of Civil Society, and the TNC’s Subcommittee on Budget and Administration.

The Tripartite Committee also continued to comply with concrete requests made by the Ministers in the Toronto, Buenos Aires and Quito Ministerial Declarations.

Foreign Trade Information System

The purpose of the Foreign Trade Information System (SICE) is to provide up-to-date and complete information on trade in the hemisphere, in the OAS' four official languages. Ever since SICE's data was made available at the Web page (www.sice.oas.org), the number of users has increased steadily and numbered around 1,802,648 in 2003.

SICE has documents on the following topics: the FTAA process; trade agreements and bilateral investment agreements between OAS member countries; intellectual property; commercial arbitration; trade-related institutions; general information about the countries; businesses and chambers of commerce; and figures on, *inter alia*, trade flows, tariffs and prices.

SICE and the FTAA's Administrative Secretariat run the FTAA's Documents Distribution Service, first launched on May 1, 1999. The service allows restricted access to documents generated during the FTAA negotiations. By the close of 2003, over 28,000 documents could be accessed at the site.

The FTAA's Official Website

As part of the TC, SICE runs the FTAA's official Website, which contains all the public documents of the FTAA process, databases, publications, and relevant information about the progress of the negotiations.

As a result of one of the mandates from the ministerial meeting held in Toronto in November 1999, the Trade Unit-SICE, as a member of the Tripartite Committee, is responsible for keeping current the calendar of deadlines established by the Negotiating Groups for inputs from delegations.

Inter-institutional cooperation

As a partner on the TC, the Unit continues to work closely with the IDB and ECLAC to provide support to the various fora of the FTAA process. It has also worked on specific projects with other international institutions like the World Trade Organization (WTO), the United Nations Conference on Trade and Development (UNCTAD), the World Bank, the Organization for Economic Co-operation and Development (OECD), and subregional bodies like the Latin American Integration Association (ALADI), the Central American Bank for Economic Integration (CABEI), the Andean Community, CARICOM's Caribbean Regional Negotiating Machinery (CRNM), MERCOSUR, and the Secretariat for Central American Economic Integration (SIECA).

Gender Equity and Equality

In its effort to mainstream the topic of gender equity and equality into the trade agenda, the Unit gave a presentation on the FTAA at the First Meeting of the *Ad Hoc* Inter-Institutional Forum on Gender Equality of the Inter-American Commission of Women (CIM) on February 19, 2003. On December 9 and 10, it gave a presentation at CIM's III Follow-up Meeting to the Inter-American Program

(SEPIA), which was on Gender and Education. There, the Unit presented a document in English titled: *Trade Liberalization, Gender and Development: What are the issues and how can we think about them?*

Technical cooperation

Trade-related capacity building is a basic component in the activities that the OAS Trade Unit performs. In compliance with the mandates received from the Heads of State and Government of the countries of this hemisphere at the Summits of the Americas, the OAS provides technical support to the FTAA negotiations and technical assistance to the member states, particularly the smaller economies in order to facilitate their participation in the hemispheric integration process.

Following the approval of the FTAA Hemispheric Cooperation Program (HCP) at the Ministerial Meeting in Quito in November 2002, and pursuant to the General Assembly mandates in support of the HCP, the Unit has broadened its menu of trade-related capacity building activities in the Americas. This menu now features the following support areas:

Support with preparation of national or sub-regional trade-related capacity building strategies

The Unit worked with 11¹ countries on preparation of their national or sub-regional trade-related capacity building strategies. These strategies define, prioritize and articulate the trade-related cooperation needs in three main areas: preparation for negotiations, implementation of trade commitments, and adaptation to integration, which includes maximizing the benefits of that integration, including productive capacity and competitiveness in the region.

Training of government officials and trade-policy dialogues with civil society

In 2003, the Unit conducted the following training activities:

- *Advanced training program for government officials on multilateral and regional trade approaches for the Americas.* The OAS organized and financed this course in 2003 in partnership with the WTO. It was held at the University of the West Indies in Barbados and Georgetown University in Washington, D.C. The course had two sessions: one at Georgetown University for Spanish-speaking participants, and the other for English speakers at the University of the West Indies. The WTO has recommended this course as a model for the short-term trade policy courses on the Doha Development Agenda.
- *Workshops, lectures and dialogues on trade policy, for high-ranking executives, managers and other leaders.* This type of training, primarily targeted at the business sector,

¹¹ As determined by the division of labor among the institutions on the Tripartite Committee, the OAS assisted the following countries with preparation of their strategies: the Bahamas, Barbados, Belize, El Salvador, Uruguay, and the countries of the Eastern Caribbean (Antigua and Barbuda, Dominica, Grenada, Saint Lucia, Saint Kitts and Nevis, and Saint Vincent and the Grenadines). The support provided to the countries of the Eastern Caribbean was made possible thanks to financing provided by the Canadian International Development Agency.

was conducted in Central America in conjunction with the ministries responsible for trade policy and business associations. It has been designed with a view to supporting trade-related capacity building and promoting dialogue within public and private sectors and civil society, all within the framework of the HCP.

- *Workshops, lectures and dialogues on specific trade issues.* These were targeted at government officials in such areas as government procurement, investments, competition policies, intellectual property, contingent protection, services, dispute settlement, and technical barriers to trade, which are areas of the Trade Unit's expertise. During the period covered by this report, these events were held in the Bahamas, Belize, Bolivia, Ecuador, Guyana, Honduras, Jamaica, Peru and Trinidad.
- *Alliances with academic institutions, to develop trade policy training programs.* With this new type of support, the Trade Unit is endeavoring to form a critical mass of "instructors" in trade-related issues and disciplines and to establish alliances with academic institutions, think-tanks, and business associations. The idea is to build up the local capacities and thereby make trade-related training programs sustainable at the national and regional levels. While the program was launched in Central America with 12 trainers from the region, the Trade Unit expects to expand the program into the Caribbean, the Andean Community, Panama and the Dominican Republic, and will arrange additional resources to that end.

Encouraging contacts among members of academic communities

The Trade Unit continued to encourage members of the academic communities in the hemisphere who are interested in trade and integration issues to share information. It did this through the Research Network on Trade in the Americas (NetAmericas). The Trade Unit and the CABI teamed up to host a conference in Tegucigalpa, Honduras, on "Integrating into the World and Regional Economies: the Challenges for Central America."

NetAmericas is designed to encourage sharing of information and research findings on issues related to hemispheric integration. It is open to individuals with a record of scholarly research and academic publications relating to trade policy and economic integration in the Americas. The principal beneficiaries are academics and the smaller economies, which in NetAmericas now have a tool enabling them to access relevant research on trade and integration in the hemisphere.

Program supporting initiatives aimed at modernizing government procurement systems. The Unit is working with the Secretariat of the Andean Community on an analysis of government procurement systems and on orchestrating technical cooperation initiatives aimed at supporting the development of strategies and the design of projects to modernize government procurement systems. The initial thrust is on-line publication of information on government procurement transactions. A similar initiative proposed jointly by the IDB and the OAS is being discussed with the Central American countries. The Unit has an additional contribution from the United States Mission to the OAS to provide technical cooperation for these undertakings and is working with the Institute for Connectivity in the Americas (ICA).

Program to support the participation of small-, micro- and medium-size enterprise (SMME) in government procurements and access to e-markets and on-line technical services. In training, research and dissemination of information, the Unit has recent surveys on support for SMMEs' participation in government procurement and e-commerce, surveys done by the Unit under projects

supported by FEMCIDI and the United States Mission to the OAS. Those surveys will be made available on line. The Unit has also established cooperative relations with the Ministry of Planning, Budget and Management of Brazil, SEBRAE, and the United States' General Services Administration (GSA), given the amount of experience these entities have in organizing programs to teach SMMEs how to participate in government procurement.

Publications

In November 2003, the "Trade Unit Studies" Series published a work by José M. Salazar-Xirinachs, titled *The FTAA and Development Strategies in Latin America and the Caribbean*. Other studies were published in February 2004, one by Maryse Robert titled *Do Trade Agreements Trade Away the Right to Regulate? A Look at Existing Provisions on Goods, Services and Investment*; another by Luis Niscovolos and Sherry Stephenson, titled *Services Regulation and Trade Agreements: Dispelling Misunderstandings*; and a third by Paul Fisher, titled *Policy approaches on trade and the environment in economic instruments in the Western Hemisphere*.

Enhancing transparency and dissemination of trade-related information using information technologies

The OAS is conducting a number of activities to enhance transparency through the use of information technologies:

Trade Education Database. Built with support from USAID, this database contains information about training courses in trade policies. (<http://trt.ftaa-alca.org/searchted.asp>)

Trade-related Technical Assistance Needs Database. Prepared as part of the support that the OAS provides to the FTAA Consultative Group on Smaller Economies, this database affords access to information on technical assistance resources and provides donors with more information about the trade-related assistance that the participating countries require. (http://trt.ftaa-alca.org/ta/spanish/SearchTACountry_s.asp)

The Intranet of the advanced training program for government officials on multilateral and regional trade approaches for the Americas: the function of this portal, which the Unit and SICE administer jointly, is to provide participants with the research materials that they will use in the course.

The Special Committee on Trade and its Advisory Group

The Special Committee on Trade (SCT) and its Advisory Group did not meet in 2003. Consequently, the Trade Unit did not have occasion to provide these bodies with support. At its thirtieth regular session, in Windsor, Ontario, the General Assembly resolved "To accept the recommendation of the Chairman of the SCT, based on his consultations with the member states of the SCT, to maintain the *status quo*, that is, to maintain the existence of the SCT without convening the Committee."

UNIT FOR SOCIAL DEVELOPMENT AND EDUCATION

The Unit for Social Development and Education was created by Executive Order No. 96-5, of June 1996. It is responsible for providing technical and operational support to the member states and to the OAS' deliberative bodies in the following areas: strengthening educational systems; promoting job opportunities and job training, and formulating public policies and strategies aimed at combating poverty and discrimination. To achieve this objective, the Unit conducts and coordinates studies, research, and exchanges of information and experiences. It also promotes training, supports initiatives to build partnership among countries, among international cooperation and development agencies, and among governmental and nongovernmental institutions on formulation of policies in social development, education, culture, employment.

In the course of 2003, the Unit continued to support the OAS' political fora, provide advisory assistance and strengthen inter-American cooperation in the areas of education, employment, social development and culture. The Unit's priorities have been follow-up of the mandates from the Summit of the Americas, the General Assembly and the CIDI. To comply with those mandates, the Unit has worked in close partnership with agencies of the inter-American system, international cooperation and development agencies, government agencies and civil society organizations.

Social Development and poverty reduction

Social Network of Latin America and the Caribbean

In 2003, the Unit for Social Development and Education continued to serve as Technical Secretariat of the Social Network of Latin America and the Caribbean. In that capacity, it managed the Network's voluntary fund and collaborated in the staging of the Annual Conference, seminars and internships provided for in the Network's 2003 work program. The Tenth Annual Conference of the Social Network was held in Santiago, Chile, October 1 through 3, 2003. The event was organized by the Social Network, the Solidarity and Social Investment Fund and the OAS. The meeting approved the 2004 Work Program and the Declaration of Santiago. During the period covered by this report, two seminars were organized: "Poverty Eradication: Responding to Basic Needs or Community Development?", Ocho Rios, Jamaica; and the "Third Course on Designing, Monitoring and Evaluating Social Projects", Santiago, Chile (ECLAC).

Under an agreement signed with the Inter-American Development Bank (IDB), the OAS General Secretariat serves as executing agency of the Intra-Regional Internship Program among the Social Network's member institutions. As part of this program, it teamed up with the INDES and the IDB to organize the "Seminar on Best Practices in Policy Coordination and Social Management for Executives of the Social Investment Funds, Members of the Social Network," held in Washington, D.C., June 2 through 6.

High-level Meeting on Poverty, Equity and Social Inclusion

Pursuant to resolution AG/RES. 1854 (XXXII-O/02), "Poverty, Equity and Social Inclusion," the OAS provided CEPAC with support during preparations for the High-Level Meeting on Poverty, Equity and Social Inclusion, held on the Isla de Margarita, Venezuela, October 8 through 10. The Unit on Social Development and Education served as Technical Secretariat of the Meeting.

Promotion of Democracy: The Role of Civil Education

Following the directives from the Third Summit of the Americas, in keeping with the Inter-American Democratic Charter, and in furtherance of the mandate contained in resolution AG/RES. 1869 (XXXII-O/02), "Promotion of Democratic Culture," the Unit for Social Development and Education did a study on mainstreaming democratic values and principles into the member states' education programs. That study was examined during the Second Meeting of the Project's Advisory Committee, held on April 29 and 30, 2003. Adjustments were made to include suggestions and input. The final version of this paper was published in a definitive report, in Spanish and English.

Education

In response to the mandate received from the Third Summit of the Americas and in its capacity as Technical Secretariat of the Third Meeting of Ministers of Education in the framework of CIDI, the Unit organized a number of meetings and took active part in others, all in order to prepare the content and better identify the educational challenges and best practices for horizontal cooperation.

Third Meeting of Ministers of Education in the framework of CIDI

The Third Meeting of Ministers of Education in the framework of CIDI was held in Mexico City, August 11 through 13, 2003. The Declaration of Mexico recounts the initiatives to be undertaken in the area of new technologies, to promote scientific research and its application to education; promote gender equity through education; preserve the hemisphere's cultural diversity; explore financing strategies and the need to forge a real hemispheric alliance for education.

First Meeting of the Inter-American Committee on Education (CIE)

The First Meeting of the Inter-American Committee on Education was held in Mexico City, Mexico, August 13, 2003. There, the resolutions approved at the Third Meeting of Ministers of Education were reviewed, instruments were introduced within the inter-American system that can support the CIE's activities, and a decision was made to hold the first special meeting shortly to determine how the resources provided for in resolution CIDI/RME/RES. 9 (III-O/03) will be earmarked. That meeting was held on December 4 and 5.

Meeting of the CIE's Officers

As Chair of the CIE, Mexico convoked a meeting of the Committee's officers, which took place in Washington on December 4 and 5, 2003. The purpose of the meeting was to begin discussing the programming of activities in response to the mandates that the CIE received from the Meeting of Ministers. Participating were delegations from Mexico, El Salvador, Trinidad and Tobago, Canada,

Honduras, Brazil, Ecuador, Saint Lucia and the United States. Decisions were made to work on-line and to meet in April 2004 to determine the timetable and budget for each activity.

Preparatory Meeting for the Third Meeting of Ministers of Education in the framework of CIDI

The Preparatory Meeting was held in Buenos Aires, Argentina, April 9 through 11, 2003. In attendance were delegations from 24 member states and representatives of international organizations.

They were there to examine the progress made with and challenges encountered in the activities carried out in response to the commitments undertaken at the Summit of the Americas. The proposed calendar and declaration were discussed. After examining the Rules of Procedure of the Inter-American Committee on Education, approved through resolution CEPCIDI/RES. 81 (LXXXVI-O/02) in November 2002, the delegations proposed to amend those Rules of Procedure in order to create an Executive Committee. The delegations present decided to put together hemispheric projects centering around three main themes: teacher education; quality with equity, and secondary education.

Meeting of the Coordinators of Hemispheric Projects

In the march up to the Third Meeting of Ministers of Education, the member states decided to focus on three hemispheric projects that capture and synthesize the five educational priorities established at Punta del Este by responding to the challenges of quality with equity, teacher training and secondary education. These hemispheric projects draw from the lessons learned from the seminars on Consolidated Programs and use the same method of horizontal cooperation, while using the best educational programs in each country. The hemispheric projects are for all the member states and each is coordinated by one country and co-coordinated by five countries representing the sub-regions.

To accent the hemispheric quality of these projects, the Unit for Social Development and Education convened the hemispheric and sub-regional coordinators to a meeting held in Washington, D.C., November 18 and 19, 2003. The main purpose was to put together the proposals for the projects that will be implemented starting in 2004, using funds from the Multilateral Special Fund of the CIDI (FEMCIDI).

- As Technical Secretariat of the Third Meeting of Ministers of Education, the Unit was instructed to combine the contributions from international organizations with the effort being made by the countries in putting together the three hemispheric projects. In the process of exploring ways to enrich and apply each project presented by the countries, the Inter-Agency Meeting on Education was held on July 18 and 19, 2003, at the facilities of the Institute of Advanced Studies for the Americas (INEAM) in Miami, Florida. The purpose of the meeting was to get all the viewpoints and contributions made by the international agencies active in the area of education. The representatives of the agencies evaluated what their agencies would be able to contribute -technically, financially or in kind- to the work that will be conducted among the countries of the hemisphere in the 2004-2008 quadrennium. Representatives of UNESCO's Regional Office of Education for the Latin American and Caribbean countries (UNESCO/OREALC), the Inter-American Development Bank (IDB), UNICEF, the Organization of Ibero-American States for Education, Science and Culture, the Andrés Bello Agreement and the World Bank took part.
- *Launch of the on-line Forum.* At the member states' request and acting in its capacity as Technical Secretariat of the Meeting of Ministers of Education, the Unit for Social

Development and Education launched an Education On-Line Forum to discuss and follow up on the commitments undertaken at the Preparatory Meeting of the Third Meeting of Ministers of Education and to put together the three hemispheric projects.

- *Education-related videoconferences.* In cooperation with Mexico's Secretariat for Public Education (SEP) and the World Bank Institute, three videoconferences were conducted to further develop the design of the hemispheric projects in equity and quality, teacher education, and secondary education. Participating were the ministers of education of the countries coordinating these projects. They shared the findings of their analyses and suggested what the challenges specific to each sub-region of the hemisphere might be.
- *Civil Society Meeting.* With the support of the Secretariat for the Summit Process and the Unit for Social Development and Education of the OAS, the Government of Colombia convoked a meeting on "Civil Society Participation in Education," held in Bogota on July 28 and 29, 2003. The purpose of the meeting was to capture civil society's vision of the work being carried out through the OAS, with particular reference to the themes of the three hemispheric projects.

Cooperation Agreement between the OAS and Mexico's Secretariat for Public Education (SEP)

In the spirit of cooperation, Mexico, by way of the SEP, offered all the member states free access to the Mexican Educational Satellite System "EDUSAT." With the use of this signal and the educational programming developed by the SEP, joint programs can be conducted that will raise the quality of basic education across the hemisphere. The SEP launched the Educational Channel of the Americas on the occasion of the Third Meeting of Ministers of Education.

Horizontal cooperation strategy/ Permanent Portfolio of Consolidated Programs

The Unit for Social Development and Education continued the work it is conducting in response to the education ministers' commitment to strengthen horizontal cooperation among countries through seminars at which educational experiences are shared. These seminars have been held since 2002. Thanks to the combined effort of the countries offering the courses, those interested in the courses, the Unit for Social Development and Education and the IACD, the following seminars were conducted:

- *Education Management in Mexico and Argentina.* Held from February 17 through 27, 2003, officials from Argentina, Chile, Colombia, El Salvador, Mexico, Peru and Uruguay participated in this program. (For more information, please visit this workshop's website at: <http://www.oas.org/udse/gestion/>)
- *Adult Distant Education.* Held in Mexico City from February 24 through March 7, 2003, the participants in this seminar were from Colombia, Ecuador, El Salvador, Honduras, Nicaragua, Paraguay, Peru, and Uruguay. For more information, please visit the seminar's Website at: <http://www.oas.org/udse/sea/>
- *Seminar – Workshop for the Caribbean.* Held from July 14 through 18, 2003, in Miami, the purpose of this workshop was to support cooperation in the Caribbean region, reflecting upon the six education programs that were submitted for critical transfer during 2002 and 2003, and given the particular characteristics of this region. There was also discussion of the Hemispheric Projects in Education. Participating in the seminar-workshop were high-ranking officials from the ministries of education of: Antigua and Barbuda, the Bahamas, Belize,

Grenada, Guyana, Jamaica, St. Kitts and Nevis, St. Lucia, St. Vincent and the Grenadines, and Trinidad and Tobago. Also present were officials from CARICOM and the OECS. For more information, please see the Website for this seminar at: <http://www.oas.org/udse/caribworkshop>

In this first phase of critical transfer of consolidated programs, some 28 member states participated in one or more seminars conducted in the last two years, eloquent testimony to the countries' commitment to supporting this process.

Promotion of Civic and Democratic Values

In compliance with resolution AG/RES. 1957 (XXXIII-O/03), "Promotion and Strengthening of Democracy. Follow-up to the Inter-American Democratic Charter," the Unit for Social Development and Education and the Unit for Promotion of Democracy are working in partnership, helping the OAS Permanent Council to comply with the mandate from the General Assembly, which is that it convoke a Special Meeting on the subject "Promotion of Democratic Culture through Education." This meeting is planned for the first quarter of 2004.

The Technical Secretariat is also conducting a hemisphere-wide survey to identify the consolidated programs in education for democracy and civic values in the various member states through the horizontal cooperation strategy developed with the Permanent Portfolio of Consolidated Programs.

Following the directives from the Third Summit of the Americas, research was conducted in conjunction with the University of Maryland and with the support of the United States Department of State, on strengthening democracy in the Americas by cultivating civic and democratic values.

The challenges of funding education

At the request of the Ministers of Education, with help from the World Bank the Unit organized a videoconference on the proposal of a debt-for-education swap being discussed in various international fora by the ministers of this hemisphere. The videoconference was on November 21, 2003. Participating were the Minister of Education of Argentina, the Vice Ministers of Education of Peru and Colombia, and the Open Society Institute.

The Unit for Social Development and Education also participated in a meeting convoked by the IACD, PAHO and the IDB to discuss how to generate proposals and talking points in the hemisphere on the challenges that education faces. The panel, which was moderated by the Unit, consisted of professors and researchers Steven Klees, Noel McGinn, William Cummings and Jim Williams.

The Unit continued to receive World Bank support for implementation of the knowledge and consultancy network (CONARED) strategy, through which the cooperation commitments materialize and which provides technical and policy-related tools to further the dialogue among the hemisphere's ministries of education.

OAS/Harvard University-Rockefeller Center Cooperation Program

Under an agreement concluded with Harvard University's Rockefeller Center for Latin American

Studies, during the summer three students assisted the Unit with education-related work. Salient among their activities are preparation of hemispheric and sub-regional diagnostic studies on equity and quality in education, teacher training and secondary education. The diagnostic document prepared was presented at the Third Meeting of Ministers of Education.

Employment and labor development

Thirteenth Inter-American Conference of Ministers of Labor (IACML)

As Technical Secretariat of the IACML, the Unit for Social Development and Education supported the preparations for and organization and holding of the Thirteenth Inter-American Conference of Ministers of Labor, held in Salvador, Bahia, Brazil, September 24, 25 and 26, 2003. In that capacity, the Unit did the following:

- Organization and coordination of the Preparatory Technical Meeting of the XIII Inter-American Conference of Ministers of Labor, held in Brasilia, Brazil, July 23 and 24, 2003. The delegations at this meeting approved the preliminary versions of the Salvador Declaration and Plan of Action and examined a proposal on the use of excess resources in the OAS Subfund for Labor.
- Architecture, updating and administration of a virtual forum (www.oas.org/udse/CIMT) to help further develop the preliminary versions of the Salvador Declaration and Plan of Action and to make it possible for the member states and the advisory bodies of the Conference to participate more fully by way of the Internet. This Virtual Forum was launched in June 2003.
- Organization and coordination of the Thirteenth Inter-American Conference of Ministers of Labor. The Conference was attended by 26 national delegations, 22 of which were headed by their respective Ministers of Labor. Also attending were 30 representatives of the hemisphere's main organized labor organizations, and 14 representatives of business associations. Also participating in this Conference was the International Labor Organization (ILO), whose Director-General was present, the IDB, the Pan American Health Organization (PAHO), and other international organizations.
- Preparation of the Final Report of the Thirteenth Inter-American Conference of Ministers of Labor. This report contains all relevant documents and summarizes the meeting's proceedings. It is available in the Organization's four official languages and in CD-Rom format.

Promotion of horizontal cooperation

As part of the Horizontal Cooperation Strategy for which it is responsible, the Unit compiled the Portfolio of Consolidated Programs in the Labor Area on CD-Rom and distributed it during the Thirteenth Inter-American Conference of Ministers of Labor. This Portfolio contains the best known and most relevant programs being conducted in the Hemisphere in the following areas: 1) modernization of labor administration; 2) job training and certification of job skills; 3) occupational health and safety; and 4) gender equity. On the issue of occupational health and safety, the Unit worked in conjunction with the Inter-American Agency for Cooperation and Development (IACD) and the OPD. The Portfolio is an information tool about programs that could be shared by means of horizontal cooperation; as such, it is updated regularly.

Support to job training and certification of labor skills

Recognizing how vital certification of job skills is to improving the labor force's employability, the Unit is committed to supporting stronger training and competencies-certification systems. Accordingly, the Unit took part in the Sub-regional Workshop on "*Challenges of Professional Training in the Andean Sub-Region*," organized by the Andean Community and held in Lima, Peru in April 2003. With support from the IACD and Mexico's Labor Competency Standardization and Certification Council (CONOCER), the Unit is planning to conduct a virtual course on certification of labor competencies, which it expects to launch sometime in 2004 through the Education Portal of the Americas.

Inter-agency coordination

On December 8 and 9, 2003, the Unit for Social Development and Education held a Planning Meeting for the XIII IACML. The ILO, the IDB, PAHO and ECLAC's Washington office took part in that meeting, as did the ministries of labor of Brazil, Mexico, Canada, the United States and El Salvador as members of the Troika and coordinators of the Conference's Working Groups. The meeting approved the schedule of activities and a document spelling out the sources of financing and responsibilities of the various actors involved in carrying out these activities, which will make it possible to complete the Salvador Plan of Action.

Culture

First Meeting of the Inter-American Committee on Culture (CIC)

The CIC held its first meeting in Mexico City on September 4 and 5, 2003, under the auspices of Mexico's National Council for Culture and the Arts (CONACULTA). As this Committee's Technical Secretariat, the Unit for Social Development and Education conducted the following activities:

Support with preparation and approval of the CIC's Rules of Procedure, by means of extensive consultations with the member states. The process began in July 2002 and culminated with CIDI's approval of the Rules of Procedure in April 2003.

Design and administration of the CIC's Website (www.oas.org/udse/cic) to lend continuity to the Committee's activities, enable an exchange of ideas, know-how and practices, and provide a permanent channel of communication among its members. The content of the Website was dictated by the CIC's mandates and priority activities.

Organization and coordination of the First Meeting of the CIC, in partnership with CONACULTA. This meeting was entirely devoted to developing the CIC's Work Plan, which contains the principal activities that the Committee will have to conduct in order to discharge the mandates of the Cartagena de Indias Plan of Action.

Inter-American Cultural Policy Observatory

The Unit for Social Development and Education coordinated the feasibility study of the Inter-

American Cultural Policy Observatory (OIPC), prepared by Dr. Raj Isar, former Director of Cultural Policies at UNESCO. Dr. Isar was assisted by an advisory committee of distinguished experts who reviewed, commented on and added to the study, drawing upon a variety of sub-regional perspectives.

The study was introduced at the CIC's first meeting and suggests three possible options for the Observatory's structure. The Ministers of Culture and other cultural authorities will make their decision at the CIC's next meeting.

Horizontal cooperation strategy

The Unit for Social Development and Education continues to update the Permanent Portfolio of Consolidated Programs in Culture, which contains the programs that the cultural ministries and authorities want to share with their counterparts. This Portfolio is a cornerstone of the horizontal cooperation strategy that the Unit steers. In 2003, it held an initial workshop where participants were able to share their knowledge and know-how and that focused on Canada's experience with the "Young Canada Works" Program run by the Department of Canadian Heritage. This first workshop was in Ottawa, October 27 through 31, 2003. Participating were representatives of the cultural authorities of: Antigua and Barbuda, Chile, Colombia, Dominica, El Salvador, Guatemala, Mexico, Nicaragua, Peru and Saint Vincent and the Grenadines. As part of the workshop, participants put together project profiles, based on the critical transfer of the Canadian experience. Those project profiles will continue to be fleshed out and improved with technical support from the OAS and the Department of Canadian Heritage.

Fostering civil society's participation, cooperation agreements with other multilateral international organizations

The Unit for Social Development and Education signed agreements with the Department of Canadian Heritage and the Andrés Bello agreement to finance activities associated with the feasibility study on the Inter-American Cultural Policy Observatory and the holding of the CIC's First Meeting. It also established a virtual forum at the CIC Website, where government representatives can log in their observations and comments on the CIC and its Work Plan. Eventually, civil society will be invited to do likewise.

UNIT FOR SUSTAINABLE DEVELOPMENT AND ENVIRONMENT

The Unit for Sustainable Development and Environment was created by Executive Order No. 96-6, of June 28, 1996. It is the General Secretariat's principal unit for matters directly related to sustainable development and environment. Its purpose is to support the activities of the Organization, its organs and entities in formulating policies on sustainable development and environment in the region. It devises, evaluates, and executes the technical cooperation projects in its areas of competence and provides advisory services and technical support on matters related to sustainable development, including the programs designed to develop environmental legislation, the transfer of environmentally sound technologies, and environmental education. The Unit is also active in areas highlighted by the hemispheric summits and has a particularly vital role to play in monitoring the Santa Cruz Plan of Action, adopted by the Summit of the Americas on Sustainable Development (Santa Cruz de la Sierra, Bolivia, December 1996).

The Unit's activities in 2003 were driven by the mandates from the Summits; the resolutions approved by the Organization's General Assembly; the mandates emanating from the Inter-American Program for Sustainable Development, approved by the General Assembly at its twenty-seventh regular session, held in Lima, Peru, June 1997; the Strategic Plan for Partnership for Development 2002-2005, and the resolutions approved at the Third Regular Meeting of the Inter-American Committee on Sustainable Development, February 11 and 12, 2002.

At the present time, the portfolio of projects that the USDE currently has underway totals approximately US\$65 million. More than 95% of that amount is financed with funding from sources outside the OAS. The Unit's Web page features the principal activities currently in progress and their links, and its success stories, and can be visited at the following Web address: <http://www.oas.org/usde>.

Activities associated with the Bolivia Summit

The activities to coordinate and follow up the Santa Cruz Plan of Action continued. The Unit assisted the Working Group on Sustainable Development established by CEPCIDI, under the recommendation of the Inter-American Committee on Sustainable Development (CIDS), at its Third Regular Meeting.

In furtherance of the mandates related to the Santa Cruz Plan of Action and contained in the Inter-American Program for Sustainable Development, the USDE conducted the following activities:

The Inter-American Biodiversity Information Network (IABIN) was created in 1996 as an initiative of the Summit of the Americas. This initiative is designed to provide the infrastructure for the information network (such as standards and protocols) as well as the scientific content that the countries of this hemisphere need to improve decision-making, especially where human development and preservation of the biodiversity are at odds. In support of conservation of biodiversity, IABIN was consolidated as an internet-based forum for technical and scientific cooperation. In each of the 34 countries in the Summit process, IABIN Focal Points promote coordination in the collection, sharing, and use of biodiversity information. They are contributing to the steady progress made by the Latin American and Caribbean Governments in increasing the extent of protected areas from less than

200 million hectares in 1975 to over 400 million hectares today. Activities of phase PDF-B are programmed to conclude in March 2004 with the presentation to the Global Environment Facility of a financing proposal for US\$4 million, out of a total project cost of US\$20 million, to carry out the next phase of IABIN. The IABIN web page is completely operational in Spanish and English, including its bio-information matrix.

The Unit continued to promote with the member states the implementation phase of the Inter-American Strategy for the Promotion of Public Participation in Decision-Making on Sustainable Development (ISP), acting on resolution CIDI/CIDS/RES. 6 (III-O/02), approved by the Inter-American Committee on Sustainable Development (CIDS III). It also continued to back efforts to put that strategy into practice, promoting close collaboration between the public and private sectors on issues of sustainable development and environment.

In the area of environmental law, regulations and policy, cooperative partnerships have been developed at a hemispheric and regional level to strengthen economic, social and environmental regimes to assure that they are mutually supportive and contribute to sustainable development. In this area, special attention has been given to environmental sustainability of trade liberalization, economic instruments, cleaner production and energy efficiency. The Inter-American Forum on Environmental Law (FIDA) has been instrumental in moving forward these initiatives. FIDA was the brainchild of the Summit of the Americas on Sustainable Development. FIDA is working with governmental and nongovernmental partners in the Americas to conduct national evaluations of the environmental impact of the proposed Free Trade Area of the Americas Agreement (FTAA) and to discuss alternative policies with OAS member states. Studies on Argentina and Brazil were completed and reviewed by groups of experts in March and May 2003, respectively. Early in 2004, work will begin on the reports on Paraguay, Uruguay and two or more Central American countries.

Activities related to the Summit of the Americas

Property Registration

In compliance with mandates from the Second and Third Summits of the Americas, a cooperation agreement has continued with the United States Agency for International Development (USAID) to further the advances made with implementation of the program to improve property registration records. That program is being carried out through the Virtual Office of the Inter-Summit Property Systems Initiative (IPSI), a mechanism that USAID and the OAS created for that purpose, with funding provided by USAID. During the Summits, member states expressed their commitment to rationalizing and standardizing their respective national property registration systems. IPSI is providing support by displaying information in its portal to the numerous on-going efforts throughout the hemisphere to reform aspects of property information systems. The IPSI website is currently undergoing transformation, which includes decentralization of content generation and management. Involvement of multilateral institutions is also being emphasized to avoid parallel efforts that may fragment resources and leave the user community confused about where to go for property and land information. As a result, discussions have taken place with the World Bank (WB) and the Inter-American Development Bank (IADB) on how IPSI may collaborate and share information with these institutions to strengthen efforts to foster the process of rationalizing property registration systems.

Renewable Energy

The Unit continued to serve as technical secretariat of the Renewable Energy in the Americas (REIA) Program. In 2003, REIA undertook a series of new initiatives and broadened the scope of some of the activities already underway. REIA led promotion of sustainable energy alternatives throughout the region and helped catalyze the adoption of the Renewable Energy Incentives Law in Guatemala, and the preparation of Sustainable Energy Plans in Saint Lucia, Dominica and Grenada. As part of the Global Village Energy Partnership/Latin America and the Caribbean (GVEP-LAC), it promoted the preparation of the Hemispheric Conference on Rural Energy, in Bolivia, in June 2003, that included support in seeking additional funding for the organization, identification of participating countries, and the creation of the dialogue with those countries identified to develop national strategies on rural energy.

Disaster Management

In compliance with Summit mandates, the Unit continued the development of projects designed to contribute to the reduction of vulnerability to natural hazards. It participated in the Inter-Agency Technical Committee meetings (ITC) of the Forum of Ministers of the Environment of the United Nations Environment Programme (UNEP) to share experiences in matters related to natural disasters.

Regional consultations were held in the area of transportation among specialists from Canada, Mexico, and the United States on cooperative measures that could be adopted to respond to disasters in the area of transportation. Execution of training and investigation projects were continued to develop trade corridors, with the collaboration of centers in Argentina, Brazil, Chile, Costa Rica, Ecuador, Honduras, Peru, United States and Uruguay. Continued support was provided to the Inter-American Committee on Natural Hazards Reduction (ICNHR), as well as the Permanent Council's Special Committee on Hemispheric Security.

Specific projects include:

- Caribbean Hazard Mitigation Capacity Building Program (CHAMP). The Unit, the Caribbean Disaster Emergency Response Agency (CDERA) and the Disaster Mitigation Facility of the Caribbean Development Bank (CDB/DMFC) developed a draft Model National Hazard Mitigation Policy for use in the Caribbean. A Regional Workshop/Policy Dialogue was convened to review and elaborate the draft Model. This workshop brought together a wide cross section of stakeholders, including government agencies and national disaster organizations from Belize, the British Virgin Islands, Grenada, Jamaica, St. Lucia and St. Kitts & Nevis, as well as representatives from regional institutions and international development agencies. The resulting policy will be used as a basis for establishing national hazard mitigation policies throughout the Caribbean.
- School Vulnerability Reduction Program and Hemispheric Plan for Disaster Reduction in the Education Sector (EDUPLAN hemisférico). A manual for locating schools in the least vulnerable areas has been prepared for dissemination. There are currently nine technical secretariats in six countries that work to implement EDUPLAN hemisférico. Options are being explored for the programming and presentation of the Third Hemispheric Conference on Education Sector Disaster Reduction.
- Small Valley Flood Alert and Vulnerability Reduction in Central America Program. Phase VI was implemented to assist more than 30 existing community-based SVP groups in six

countries by supporting the formation of a regional platform to support integrated small valley floodplain management in Central America. Preparations have included workshops for consultation with the SVP groups in the region, and an exchange of ideas with national, regional, and international NGOs and related multilateral and bilateral agencies to refine an initial scope of work and preconditions for an NGO consortium to coordinate the regional SVP platform. The output of this phase will be a regional dialogue leading to technical documents.

- OECS Saint Lucia Safer Housing Strengthening and Insurance Program.
- Preparation of Fourth Vulnerability Assessment Techniques and Application Workshop (VAT). The Third VAT was successfully presented, initiating an ongoing process at the CBD for its borrowing states, updating and broadening of the web site resource. The Fourth VAT Workshop has been convoked , and will be hosted by Louisiana State University.

The Unit is working with the General Secretariat, which chairs the Inter-American Committee on Natural Disaster Reduction (IACNDR), on preparing the draft of the Inter-American Strategic Plan for Disaster Reduction, Risk Management and Emergency Preparedness, for the member states to consider implementing.

Transportation Trade Corridors

The Inter-American Program for Training and Research for Trade Corridor Development (PROCORREDOR) consortium, with 14 collaborating centers, continues to support regional training and field research projects on complementary subjects aimed at advising governments, consulting with the private sector, and preparing the next generation of trade corridor development specialists. PROCORREDOR-collaborating centers from Argentina, Brazil, Chile, Costa Rica, Ecuador, Honduras, Peru, United States, and Uruguay are drawing on limited resources of their own to carry out national and bilateral activities, and are supporting the programming and presentation of the Third Hemispheric Conference on Vulnerability Reduction of Trade Corridors to Socio-Natural Disasters (TCC III) in Honduras in 2004.

The Transportation Trade Corridor Management project has been under execution by the Unit. Through a cooperative agreement with Germany's GTZ, the Unit had the services of a seconded specialist to work on integrating vulnerability reduction of road systems to natural hazards into ongoing technical work in the area of road maintenance and national dedicated road maintenance funds, including training, technical assistance and technology transfer. In addition the Unit and the Latin America Society of Road Transportation Environmental Units (SLUAT) has adopted the Hemispheric Plan for Environmental Management of Road Corridors, joined by IBRD, IBD and CAF. This technical guide is being updated under the auspices of SLUAT with OAS technical assistance, and progress was reported at the SLUAT meeting in 2003.

Water Management

The Unit continued its efforts to strengthen technical cooperation among the member states for integrated and sustainable management of water resources in transboundary basins and coastal areas. It continued execution of special projects that help shape national and regional policies on integrated management of water resources and coastal areas in various countries of the Americas. To this end, it implemented projects and activities in the basins of the Plata, Amazon, Bermejo, Grande de Tarija, Tolomosa, Sao Francisco, San Juan, and Pantanal and Upper Paraguay Rivers.

Strategic Action Program for the Bermejo River Binational Basin (SAP). The Unit continued the project implementation activities in the first half of 2003. In the Iruya zone, 97% of the construction work for erosion and flood control has been completed. The construction work is coupled with nonstructural activities with indigenous groups and environmental education programs. Other activities underway come under the components for institution building, erosion control structures in the Tolomosa sub-basin, environmental zoning, integrated management of natural resources (Santa Ana sub-basin) and development and implementation of an information and monitoring system for the Bermejo River Basin. The project is being conducted in cooperation with the governments of Argentina and Bolivia, through the Binational Commission for Development of the Upper Bermejo River and Grande de Tarija River Basin, with financial support from the Global Environment Facility (GEF). The project's activities are expected to be completed by October 2005.

Formulation of a Strategic Action Program for the Integrated Management of Water Resources and Sustainable Development of the San Juan River Basin and its Coastal Zone (SJRBC). The pilot projects and basic studies continued. A Binational Workshop on Public Participation was held in Granada, Nicaragua. A meeting of the Program's Steering Committee was held in Managua, Nicaragua. Creation of the project's institutional mapping tool was completed. A workshop was staged in San Jose, Costa Rica, to teach project staff and their national counterparts how to use the tool. Efforts were made to establish a binational management office for the project and to prepare a draft of the Strategic Action Program (SAP). To help mainstream the gender factor into the SAP, a gender analysis was done in the Basin. Finally, PROCUENCA-SAN JUAN participated in the Third World Water Forum in Kyoto, Japan. The project was introduced in Kyoto.

Integrated Management of Land-based Activities in the São Francisco River Basin Project. This project entered its final phase of execution. All the final reports of the sub-projects were presented to Technical Coordination and disseminated among the members of the São Francisco River Basin Committee (CBH-SF) at its meeting in São Roque. Also, the three subprojects that directly concern support enabling the Committee to function were presented, and the final version of the Diagnostic Analysis of the Basin (DAB) was distributed. The project participated in staging over 200 public events. The São Francisco DAB is already finished and is undergoing final review. The process of putting together the Strategic Action Program began when a consultant was hired to establish the TOR. At the Steering Committee's meeting in Brasilia, the outputs of the sub-projects and the programming up through the project's end were approved.

Implementation of Integrated Watershed Management Practices for the Pantanal and Upper Paraguay River Basin. In carrying out this project, contracts were awarded for the demonstrative projects' final outputs. The final phase of preparation of the Diagnostic Analysis began with a workshop, held in Campo Grande. The 130 workshop participants examined and confirmed the causal

link and the method used. A consultant was hired to prepare the terms of reference for preparation of the Strategic Action Program (SAP). At its meeting in Brasilia in June, the Steering Committee reviewed the schedule of events and mapped the strategy for involving Bolivia and Paraguay in the project.

Guaraní Aquifer Project. The activities to prepare for the project's launch continued. A technical workshop was held with various representatives of the national institutions of the participating countries to discuss and approved the Project's Operations Program for 2003. Five technicians were contracted, who will form the project's Technical Secretariat. Work was done on the terms of reference of all the activities planned for this year and on preparation of future seminars and workshops. The following activities related to this project were selected and got underway.

Strengthening of Brazil's Water Resources Sector (SRH). In the case of this project, activities got underway to assist the development of policies and technology transfers for management of water resources. Law No. 9433 on National Resources Policy was revised with an amendment introduced in Article 37, which governs the Water Resource Council, under decree No. 4613 of March 11, 2003. Agreement between the General Secretariat of the OAS and the Japan Water Resources Association (JAWA). The Unit continued coordination of this project's final report, which should go into circulation in late 2003.

Formulation of a Framework for Water Resource Management in the River Plate Basin. The Unit continued execution of this project. A Project Brief was prepared and presented, and was approved by the Global Environment Facility (GEF) for its Block B phase. Preparation of the brief was done with a GEF Block A grant, channeled through the United Nations Environment Programme (UNEP) and with the Unit's technical and financial assistance.

Sustainable Development of the Parnaíba Valley. This project's technical activities got underway with funding from the Government of Brazil and the World Bank.

Guarani Fund with Universities. The Unit launched this new activity in cooperation with the World Bank and the GEF. An advisory committee was formed, with one academic representative from each country to evaluate the more than 30 regional projects presented in 2003. Meetings have been held to evaluate the project proposals. The Unit continued its efforts to make water management part of health policy. The Unit's activities in this area were done in partnership with the Pan American Health Organization, Environment Canada, and other international agencies.

The Unit started preparation of a new technical cooperation project to support the Brazilian Amazon region. The project is the result of the activities conducted under the Program of Strategic Initiatives for the Brazilian Amazon (PRODEAM), which ended in 2002.

As an indication of a success story in the area of *Integrated Water Resources Management*, it is relevant to point out that all countries in the Americas are presently updating, reviewing or establishing water laws and institutional frameworks in order to implement integrated water resources management systems. Projects supported by GEF, the World Bank, and the UN, have contributed significantly to this achievement. The next World Water Forum will be hosted in Mexico in 2006. In Brazil, more than 40 river basin organizations at the national or provincial levels have been constituted.

At the present time, all Brazilian states have a water law and a water charges system, and have implemented a program to charge for the use of bulk water. In Central America, the GEF and the

OAS funded the San Juan River Basin project, which has enabled Costa Rica and Nicaragua to significantly strengthen their institutional framework and legislative instruments for integrated water resources management. Likewise, the countries of the River Plate Basin Treaty and the countries of the Amazon Treaty for Amazonian Cooperation are embarking on transboundary water projects focusing on integrated water resources management to achieve sustainable development.

Inter-American Water Resources Network

As the Network's Technical Secretariat, the Unit continued to provide support to the IWRN's Executive Committee, to the Advisory Council and to the Foundation for Inter-American Dialogue on Water Management. The Executive Committee and the National Focal Points held meetings in Arequipa, Peru. A planning meeting was held with Brazil's Water Resources Secretariat once the activities under the GEF's medium-size project, in cooperation with UNEP, got underway. The project was presented at the Third World Water Forum in Kyoto, Japan.

Project to strengthen the Inter-American Water Resources Network

The DELTAMERICA project got underway, for Development and Implementation of Mechanisms to Disseminate Lessons Learned and Best Practices in Integrated Transboundary Water Resources Management in Latin America and the Caribbean. The first meeting of the Directing Council was held in Arequipa, Peru, the same city that hosted the meeting that the National Focal Points of the Inter-American Water Resources Network held to launch the project. The First Sub-regional Dialogue was conducted in Brasilia, Brazil, as was a workshop on information systems. A technical coordinator was retained, and technical support personnel for the various activities were found in a number of member countries and hired. Preparations got underway to set up virtual forums in selected sub-regions. The project will last 18 months.

Hemispheric Follow-up Meeting to the Third World Water Forum

The Unit continued to serve as a hub enabling articulation among the National Focal Points of the Inter-American Water Resources Network and as the Organizing Committee for Day of the Americas of the Hemispheric Follow-up Meeting to the Third World Water Forum. The project's specific activities were decided and launched.

Information for making decisions regarding sustainable development

The Unit continued to execute the project on Capacity to Create Information Management Systems to Improve Decision-making for Sustainable Development for the Small Island Developing States of the Caribbean. Execution activities related to this project have included meetings with various international, regional and national organizations to discuss how the project can dovetail with activities either already underway or on the drawing board. The Unit worked with a number of organizations in the region, among them the University of the West Indies.

Activities associated with General Assembly mandates

Human Rights and Environment

In compliance with General Assembly resolution AG/RES. 1926, "Human Rights and Environment," the Unit continued to encourage institutional cooperation in the area of human rights and the environment in the framework of the Organization, in particular between the Inter-American Commission on Human Rights (IACHR) and the Unit for Sustainable Development and Environment.

It sought coordination between IACHR and USDE to map out a work plan and strategies for mandate compliance; promoted OAS-accredited civil society organizations' participation in USDE/IACHR initiatives on issue; coordinated with the Inter-American Forum on Environmental Law for an increase in activities related to the issue of human rights and the environment, including civil society participation in the work plan, and provided technical support to the Committee on Juridical and Political Affairs of the Permanent Council in compliance with the mandate in the resolution.

Climate Change

In compliance with General Assembly resolution AG/RES. 1864, "The Socioeconomic and Environmental Impacts of Climate Change on the Countries of the Hemisphere," the Unit prepared a follow-up project to the "Caribbean Planning for Adaptation to Global Climate Change (CPACC)" titled "Mainstreaming Adaptation to Climate Change (MACC)." External sources of financing were obtained from the Global Environment Facility. The Unit's role in preparation of the project related to MACC concluded in March 2003 with the acceptance of this document by the World Bank and the CARICOM Secretariat.

The Unit also carried out the development and final execution of a project related to the Establishment of a Multi-stakeholder Consultation on Water and Climate in the San Juan River Basin, Costa Rica and Nicaragua. It also developed projects on water and climate that included a) the establishment of a Caribbean dialogue on water and climate, and b) the development of a Regional Central American Small Valley Flood Alert and Vulnerability Reduction Program.

Adaptation to Climate Change is being mainstreamed into development planning in the Caribbean through an initiative taken by the Caribbean Development Bank (CDB) in conjunction with the OAS and the Canadian International Development Agency. The initiative aims to make natural hazard and climate change impact assessment part of the process followed by the Bank and the participating countries to prepare and evaluate projects.

Activities with international organizations

Inter-American Development Bank

Through the Unit, the General Secretariat's role continued in the official consultation launched by the Inter-American Development Bank to prepare the Bank's Environmental Strategy in conjunction with other organizations. It provided observations and comments on the Strategy, and will participate in any future consultation that the Bank may hold, as appropriate.

Inter-agency Task Force (IATF) on the Bolivian Summit Follow-up

The Unit continues to chair the Working Group on Mainstreaming Disaster Reduction in Development (MDRD) of the Inter-Agency Task Force (IATF). The Unit works closely with the Secretariat of the Summit Process to ensure that the IATF plays its proper role in performance of the Working Group's mandate within the context of the Summit follow-up process.

United Nations Environment Programme

At the invitation of the United Nations Environment Programme (UNEP), the Unit made a formal presentation to the Forum of Ministers of the Environment of UNEP at its meeting in Panama City, Panama, in November 2003.

INTER-SECTORAL UNIT FOR TOURISM

Established by Executive Order 96-7, the Inter-Sectoral Unit for Tourism (hereinafter referred to as the Tourism Unit) promotes interdisciplinary tourism development, strengthens and stabilizes practical cooperation with other regional and international organizations, revitalizes the Inter-American Travel Congress (CIT), and directs technical cooperation and training programs that promote sustainable development in the member States.

The Tourism Unit's Annual Work Plan is targeted at fulfilling the mandates and recommendations of the various Summits of the Americas, the Inter-American Program for Sustainable Tourism Development, the Plan of Action of the Inter-American Travel Congresses and the 2002-2005 CIDI Strategic Plan for Partnership for Development.

Support for tourism is based on recognition of the industry's potential as an engine for sustainable economic growth and development and on the need to keep diversification, innovation and upgrading of the tourism product ongoing in order to improve the member States' competitiveness in the international tourism marketplace. To accomplish these macro objectives and use the Tourism Unit's scarce human and financial resources to maximum advantage, the Unit's emphasis has been on an exchange of ideas and best practices among member states.

Formulation of policies and plans

Pursuant to its mandate to support member states in their efforts to develop tourism as an integral part of development policy, in 2003 the Tourism Unit provided assistance to the Government of the Bahamas for the hosting of a Sustainable Tourism Development Policy Workshop. Among the workshop's achievements were the identification of sensible and responsible measures to be taken to make the tourism industry's development sustainable, preparation of policy statements and establishment of the procedures for implementing initiatives agreed upon during the workshop.

Among OAS member states, Dominica was one of those hardest hit by the decline in tourism and the world economy after 2001. Given the continuing stagnation of the sector and the island's increasing dependence on tourism, assistance focused on this sector as the main catalyst of recovery. To aid this process, in 2003 the Tourism Unit completed a Tourism Revitalization Plan for the island and began to identify sources of funding to finance the Plan's implementation.

Education and training

One of the Tourism Unit's mandates is to support education at all levels and the development and training of human resources in the tourism industry. In carrying out this mandate, under the USAID-funded Small Tourism Enterprises project (STEP), in 2003 the Tourism Unit continued to work on establishing an infrastructure that helps keep the industry competitive and that maximizes the benefits that accrue from tourism and the contributions it makes to the region's development. To that end, the following activities were undertaken to build up capacity and the institutional underpinnings of the hotel sector:

Training and certification programs for small hotels

In 2003, the Tourism Unit continued to collaborate with partners like the CIDA-CPEC and the American Hotel and Lodging Association (AHLA) to put together and implement training programs for small tourism enterprises. Thanks to these partnerships, the following activities were completed in 2003:

Skills for Success Training Program - Certification Training of Instructors

In cooperation with CIDA-CPEC, training was provided under the Skills for Success program. Thanks to the program, 41 persons were accredited as Certified Hospitality Department Trainers (CHDT) in 2003. CHDT is a professional certification program that acknowledges the achievements of departmental trainers in the hospitality field.

An additional 125 hotel employees were also trained under the Skills for Success program, which is aimed at staff in the hospitality and tourism services, bringing the number of persons trained to 378 persons.

Other entry level training in various disciplines

During the year, the Tourism Unit also contacted the Culinary Institute of America (CIA) with a view to establishing a partnership with that institution. The CIA is one of the most recognized institutions for vocational and continuing education courses for hospitality industry professionals. This partnership is expected to raise the caliber of the training available to industry workers in participating member states.

Owner/manager training program

The Tourism Unit developed this program and tested it in workshop sessions with hoteliers and food and beverage managers. In 2003, negotiations were held with AHLA to enable the program to issue certificates. As a result, adjustments will be introduced into the program so that the AHLA can issue certificates, after which the Unit will use the course as its main program for training managers and owners of small hotels.

Partnership with CESO

In 2003, the Tourism Unit teamed up with Canadian Executive Services Overseas (CESO) to provide assistance to 109 hotels in the fields of hotel management, general hotel operations and food and beverage operations. A total of 406 persons received training. The assistance was delivered using CESO volunteers.

Security and safety training

Given the potential negative effects on travel and on the economies of those member states that rely heavily on tourism, in 2003 the Tourism Unit paid even more attention to the security issue. Accordingly, the Unit negotiated an agreement with the AHLA's Educational Institute for delivery of a series of security and safety seminars for persons working in the hospitality industry. Two seminars

were delivered in 2003 and a schedule developed for more seminars in 2004. The courses are being delivered at a level that will make it possible to issue certificates to participants. In its future activities, the Unit will be devoting even more attention to security and confidence-building measures that serve to stimulate tourism.

Public sector institution- and capacity-building

The Spirit of Hospitality training program, which includes video and supporting instructive materials, was developed under an agreement between the Tourism Unit and the AHLA, which also executed the program. Given that effective implementation of the STEP program depends on the capacity of counterpart coordinators in participating member states, the Spirit of Hospitality training program was conducted for STEP coordinators in the Caribbean during the summer of 2003.

Partnership with the Caribbean Tourism Organization (CTO) – Training and Tourism Awareness

In 2003, the Tourism Unit continued efforts to promote the sustainable development of tourism by fostering public awareness about the importance of the linkages between tourism and the environment.

This was carried out in partnership with the Caribbean Tourism Organization (CTO) and laid the foundation for development of working drafts for a Caribbean hosts program and programs to promote careers in the travel business and youth awareness. These programs are aimed at heightening awareness of the tourism industry and improving attitudes toward it. It is expected that once tested this activity will continue to be a major focus of cooperation between the two institutions.

In 2003, the partnership also resulted in the completion of workshops to introduce teachers to instructive manuals for schools and to teach them how to use them. In 2004 the materials developed under this partnership will be shared with other Spanish- and French-speaking member states of the OAS.

Tourism product development

In fulfillment of mandates of the Inter-American Program for Sustainable Development, the Tourism Unit continued its focus on developing and adopting standards for the tourism industry of the Americas to make them consistent with the international tourism market. In particular, the USAID-funded Small Tourism Enterprise Program continued work on developing standards and products for niche markets. During the period under consideration, the program conducted the following activities:

Development of logos and standards for hotels and related businesses in the tourism sector

In 2003, a nature lodging logo was developed providing for certification based on a new international standard developed as a joint venture between Ecotourism Australia and Green Globe 21.

Development of standards for tourism sites and attractions

This project is aimed at helping non-hotel small and medium-scale enterprises to develop and use sites and attractions as part of the tourism product. Work on this component commenced in 2003 by identifying and doing an inventory of 15 attractions in two participating states. The information collected is expected to be the initial input of a database of products, which can be developed and marketed as part of the Caribbean Experiences product.

In its efforts to help communities raise standards of service and quality of the sites and attractions up to international levels, the Tourism Unit also worked on identifying, recording and sharing best practices. In this regard, best practices -selected by issue and business- were examined and the advice given by operators on areas needing improvement were evaluated by a given benchmark.

In late 2003, work got underway to introduce a comprehensive program for development, management and sustainable use of sites and attractions, including forts, botanical gardens, museums, national parks and specialty products which can be offered through tourism operators. In 2003, evaluations were completed of access to over 20 attractions and non-hotel enterprises.

Environmental Management - Partnership with CAST

In 2002, the Tourism Unit worked with staff of USAID and the Caribbean Alliance for Sustainable Tourism (CAST) on an environmental emphasis program for small hotels, designed as the first in a series of initiatives to help small hoteliers with implementation of environmental management systems.

In 2003, over 135 owners of small hotels participated in the hotel environmental management initiative, bringing the total number who had completed the process to 200. Environmental assessments were done of 41 small hotels, and assistance was provided to 18 properties to perform their environmental assessments. Certification programs were conducted at 40 selected properties.

During 2003, 6 new brochures were developed and added to the array of environmental management materials available for distribution in electronic and print format. This material is primarily being circulated through the Resource Centers. Five (5) training courses were held for hoteliers in order to create awareness and provide information about environmental management systems. To sustain this educational component, 5 training videos will be produced as part of the initiative.

Central American small hotels assistance project

This project, which is patterned after the Caribbean Small Tourism Enterprise Project, involves six (6) member States (Guatemala, El Salvador, Honduras, Nicaragua, Costa Rica, Panama) and is intended to provide assistance to small hotel establishments in the region in order to improve their performance and competitiveness. The following were some of the activities undertaken as part of the project in 2003:

- Completion of a needs assessment study;
- Preparation of training materials;
- Beginning of a series of training programs in all six member states;
- Preparation of a proposal to be used as a reference document when contacting new potential

- partners or donors;
- Holding of meetings with Washington-based financial and donor agencies;
- Conclusion of partnership agreements with Canadian Executive Services Overseas (CESO) Canada, Centro para la Promoción de la Micro y Pequeña Empresa en Centroamérica (CENPROMYPE), TACA, the Asociación Costarricense de Profesionales en Turismo (ACOPROT), the Instituto Nacional de Aprendizaje (INA) Costa Rica and ITECAP Guatemala;
- Presentation of proposals to the Inter-American Agency for Cooperation and Development, the Government of Taiwan, the IDB-MIF (Panama) to get the assistance needed to continue the project;
- Convening of a number of meetings with the Consejo Centroamericano de Turismo (CCT) and the Secretariat for Central American Integration (SICA); and
- Design and implementation of the project's Web site.

In other activities, staff of the Tourism Unit visited Costa Rica in May to help tourism authorities prepare the new three-year project proposal to present for consideration and possible FEMCIDI funding. Unit staff also participated in three meetings of the Forum of the Central America Assistance Program in Panama, the coordinating mechanism for the project.

Coffee Tourism Route Project

The goal of the Coffee Tourism Route Project is to generate tourism revenues in the Los Santos region by using a native product like coffee, thus helping the participating communities diversify their predominantly coffee-based economies while also preserving their heritage and strengthening their culture. It will also mitigate the effects of the economic crisis caused by a prolonged period of depressed international coffee prices, by providing alternative revenue streams to Latin America's small coffee growers. The pilot project, which will improve coffee revenues by packaging and marketing the coffee experience as a tourism attraction, is being conducted in Costa Rica but other countries are showing an interest.

In 2003, the first year of activities generated so much interest that the project began to expand into other Central American countries. As a result, meetings were organized in coordination with and with the support of the tourism authorities in Belize, El Salvador, Guatemala, Honduras, Nicaragua, and Panama. These meetings were designed to enlist the partners' cooperation and commitment and to look at possible sources of technical and financial assistance for the project in these states.

Contacts were also established with Canadian Executive Services Overseas (CESO) and the Secretariat for Central American Integration (SICA). During the last quarter of 2003, plans were finalized for the January 2004 Meeting of Directors of the Coffee Route Project. That first meeting will be in Costa Rica.

Data processing systems and technology transfer

Institution- and capacity-building in the private sector. Delivery of technological assistance. Demand for the program of technological assistance to small tourism businesses continues to be high. In 2003 over 81 properties received technology assistance and 195 persons received technical training administered by volunteers from Net Corps Canada and Net Corps Americas. The volunteers

provided assistance, mainly with creating Websites and in the form of basic computer training.

Development of an Internet-based medium. In 2003, the Tourism Unit held talks with the International Finance Corporation about the possibility of the IFC providing financing for the launch and operation of Caribbean Experiences as a mechanism to provide assistance in the management of small hotels and to monitor the standards for this group. The entity would also allow participating hotels to enjoy the economies of scale that large chain affiliated hotels have.

Development of a virtual resource center on-line “Caribbean Innkeeper.com”. This project offers hotel operators, researchers, students and industry personnel a wide range of information about the operation of tourism businesses which they are able to access over the Internet. During 2003, staff of the Unit regularly maintained Caribbean Innkeeper as a virtual resource centre.

In December 2003, given the similarities and possible synergies to be gained, staff of the Unit began talks with the IFC with a view to taking charge of the management of the IFC’s SME portfolios, which target small- and medium-size enterprises.

Development of Physical Resource Centers. In 2003, work continued on complementing the virtual resource centers by increasing the number of physical resource centers. The centers feature training materials, a video library for small hoteliers created with the cooperation of the AHLA, a TV/Video viewing facility, Internet access and pamphlets and brochures. They also include CAST information about its programs and environmental management brochures prepared for the STEP program.

In 2003, centers were opened on Antigua and Barbuda and Nevis to complement the center opened earlier on St. Kitts. A “mobile” resource center was delivered to the Bahamas. These mobile centers are designed to increase outreach and reception at small hotels away from the main tourism centers.

Development of instructive brochures. The brochures are intended to introduce the best operating and management practices in the industry, and are available in electronic format or in hard copy. Use of the best practices shared in the brochures is expected to increase efficiency and operating profits of tourism businesses. In 2003, 6 new brochures were developed, bringing to 23 the total produced for training within the small enterprise sector.

Summit of the Americas and related activities

The XVIII Inter-American Travel Congress, where the Ministers of Tourism of the hemisphere convene, was successfully held in Guatemala in June 2003. The Congress allowed delegates the opportunity to receive technical reports on several issues related to tourism including the following: the impact of terrorism on the economies of tourism-dependent states and its implications for the medium- to long-term growth and development of member states; the new restrictions and regulations on air and maritime transportation and their implications for tourism-dependent states; health issues affecting international travel, in particular outbreaks of illness on cruise ships and SARS; factors influencing business viability in the tourism and hospitality sectors; development and adoption of technology with an emphasis on technology’s role and its impact on the way businesses in the tourism sector operate; and the increasing importance of eco-tourism and community tourism as niche products and market segments.

The event also provided an opportunity for certain financial institutions to provide information about what they are doing to support sustainable tourism development in the Americas. In addition, delegates received proposals outlining institutional alternatives for the operation and structure of the Inter-American Travel Congresses.

The Congress also approved a Plan of Action that will steer the Tourism Unit's work program over the next three years. It also concurred with the project concepts that were proposed to improve the availability and management of information for tourism purposes and for capacity building in the tourism sector. A comprehensive report of the results of the Congress has been prepared and is available under separate cover.

Project identification, assistance and related partnership activities

The Unit participated in various activities and projects in the region, including the following:

- First Regional Forum of the Central American Small Hotels Project, Panama, February 2003. As word of the activities of this project has spread, the Unit has received a request from Ecuador to help it develop a small-hotel assistance program for the Andean region. Therefore, the Unit will be visiting Ecuador and other countries of the Andean region to confirm the region's interest in the project and explore exchanges of experiences with similar projects in the Caribbean and Central America.
- Seminars on Tourism Satellite Accounts, El Salvador and Barbados, in October, to cooperate with other possible organizations (the World Tourism Organization, CTO/CARICOM, ECLAC/CEPAL).
- Expo Eco-tourism 2003 in Puerto Ordaz, Venezuela, to confirm cooperation and opportunities for projects in eco-tourism development and community tourism.
- The Unit cooperated with tourism authorities in the sub-regions of Central America, South America and the Caribbean to provide assistance with preparation of proposals for consideration and possible selection for FEMCIDI funding. As a follow-up to this involvement, staff of the Unit expect to play a key role in the execution of projects in the Bahamas and Central America.
- XVIII Travel Congress. The Unit prepared a number of papers and presentations, which are listed in the final report of the Congress. A paper was also introduced presenting proposals for the revitalization of the tourism sector in Dominica. During the year, staff of the Unit participated in Board of Directors meetings of the Caribbean Tourism Organization and the Caribbean-Central American Action. At the second of these two events, staff presented a paper titled *Biodiversity in Tourism*.

Financing

The Unit continued its talks with a number of financial institutions about the possibility of support for the Unit's activities. In regard to support for the proposed Tourism Investment Facility, conditional commitments for the facility have been received from the European Investment Bank and Inter-American Investment Corporation.

UTUR Resource Capacity

During 2003, the already limited capacity of the Tourism Unit to address the tourism demands of Member States and carry out mandates for which it is responsible was further constrained by the decision to freeze the second highest level position in the Unit. Also, attempts to ensure that available professional posts were filled with knowledgeable tourism personnel were frustrated. This matter will continue to be highlighted in the coming year.

UNIT FOR THE PROMOTION OF DEMOCRACY

Established through Executive Order No. 90-3, of October 15, 1990, pursuant to General Assembly resolution AG/RES. 1063 (XX-O/90), the Unit for the Promotion of Democracy (UPD) was created to support the member states in their efforts to preserve and strengthen their democratic political institutions and processes. The Unit carries out its work plan under the Program of Support for the Promotion of Democracy, which the Permanent Council approved in its resolution CP/RES. 572 (882/91).

The principal functions of the Unit for the Promotion of Democracy are as follows: i) to assist and support the political bodies of the Organization in their deliberations on the subject of strengthening and preserving democracy; ii) to work with the member states to modernize or strengthen their democratic institutions and processes; iii) to provide the member states with support in generating, disseminating and sharing information about political systems and democratic values; iv) to provide technical and substantive support enabling institutions and experts from the hemisphere to engage in dialogue and share their experiences in areas related to the promotion of democracy; v) to help enhance the transparency of electoral processes in the Organization's member countries by conducting electoral observations missions, and vi) to support the processes of national reconciliation and peace building.

In 2003, the UPD continued to support fulfillment of the democracy-related mandates from the Summits of the Americas, the General Assembly, and other political organs of the Organization, and the provisions of the Inter-American Democratic Charter.

Support to the Dialogue on Strengthening Democratic Governance

In 2003, the central theme of the Dialogue that the Heads of Delegation conducted during the General Assembly's thirty-third regular session was democratic governance in the Americas. To provide support for this Dialogue process, the Permanent Council requested that the various departments and units of the General Secretariat prepare supporting papers. In response to this request, the UPD prepared and distributed a document on the subject (AG/doc.4155/03), which drew comments from the delegations participating in the regular session of the General Assembly held in Chile.

Working in conjunction with the Secretariat for the Summit Process and with the support of the Latin American School of Social Sciences (Facultad Latinoamericana de Ciencias Sociales - FLACSO) in Chile, the Unit organized the workshop on "Civil society and governance: civil society forum in preparation for the OAS General Assembly," held one day before the opening of the regular session of the General Assembly held in Chile. In attendance were representatives of various civil society associations of the hemisphere. The forum laid the groundwork for the Dialogue that the Heads of Delegation had with civil society prior to the opening ceremony of the thirty-third regular session of the General Assembly. It was also an important step toward making that Dialogue with civil society a permanent feature of every session of the General Assembly.

As a result of its deliberations on the subject, the General Assembly adopted resolution AG/RES. 1960 (XXXIII-O/03) which spoke of the procedure for discussion and approval of a Program for Democratic Governance in the Americas. As part of this process, the General Assembly instructed the Unit for the Promotion of Democracy to organize a meeting of experts to prepare an analysis on

strengthening democratic governance in the region and to present the analysis, along with its recommendations, to the Permanent Council to be considered and then transmitted to the Special Summit of the Americas. Participating in that meeting of experts, held at headquarters November 12 and 13, were more than 50 specialists from the hemisphere and international organizations. The final report was presented to the Permanent Council, in keeping with the provisions of AG/RES. 1960.

Inter-American Forum on Political Parties

The Inter-American Forum on Political Parties (FIAPP) is a UPD program launched in late 2001 to take further action on the hemispheric mandates to strengthen and modernize political parties. The member States issued these mandates both in the Plan of Action of the Third Summit of the Americas and in the Inter-American Democratic Charter. Various institutions cooperate in the FIAPP, which brings together political parties, social sectors, academics, election authorities, the media and international cooperation institutions. The Forum's basic objective is to strengthen and reform political parties and party systems in the hemisphere. It does this through dialogue, a sharing of experiences, applied studies, specific advisory services and support.

The Forum's Advisory Council was consolidated in 2003. The Council meets every six months. Representatives of more than twenty-five institutions in various sectors gather to assign responsibilities, coordinate efforts and decide how the available resources can be used to best advantage to modernize political parties. The Council's first meeting (Washington, D.C., March 2003) and second meeting (Cartagena de Indias, Colombia, November 2003) highlighted a number of initiatives. Prominent among them were the High-Level Conference on Financing Democracy in the Americas, held in March in conjunction with the Carter Center, and publication of the *'Money in Politics Handbook: A Guide to Increasing Transparency in Emerging Democracies'* a product of the work being done with the United States Agency for International Development on the subject of disclosure and transparency in politics. The FIAPP also provided technical support to the Summit of Presidents of the Rio Group held in May and worked with the Latin American Parliament (PARLATINO) on the implementation of the guidelines from the "Cuzco Consensus on Democratic Governance and Political Parties." The Forum also participated in activities of international party organizations by attending the Conference of Leaders of the Christian Democrat Organisation of America (ODCA) in Caracas, Venezuela, and the XXII Socialist International Congress, held in Sao Paulo, Brazil.

On the subject of campaign and political party financing, the UPD -working with the International Institute for Democracy and Electoral Assistance (International IDEA)- has been preparing an analysis comparing the financing of political activity in the 34 member countries of the OAS. The analysis also makes specific recommendations to the member states on the subject. To get this study done, the UPD held a number of sub-regional workshops on the subject, discussing the manner in which this issue is addressed in Latin America, North America and the English-speaking Caribbean. As part of its input into the chapter of the study that deals with financing and gender, the UPD -in cooperation with the Inter-American Commission of Women (CIM) and International IDEA- convoked a working meeting to discuss the implications that the financing systems have for women's participation in politics. The working meeting yielded fresh insights into a subject that has, until now, been relatively unexplored.

As for advisory services and technical monitoring of political reform and modernization of the party

system, the Forum continued the Political Management and Democratic Values Program, which has been underway now for a number of years in Guatemala, ever since the Peace Accords were signed in that country. In 2003, the Forum continued to support the so-called “inter-sectoral roundtables” which culminated in passage of a national agenda that the 21 political parties agreed upon and signed.

In cooperation with the Inter-American Development Bank (IDB) and International IDEA, the Forum is completing a comparative analysis of the political parties in Central America and the Caribbean. In partnership with Cataluña’s International Institute of Governability (IIG), FIAPP also conducted a virtual forum on Political Party and Campaign Financing in the Americas.

FIAPP’s most important activity in 2003 was its Third Annual Meeting, held in Cartagena de Indias, November 23 through 25. More than 100 leaders representing 50 political parties in 20 countries of the hemisphere attended, as did representatives of other sectors of society. The discussions focused on three areas: political party and campaign financing, how the parties relate to other sectors of society, and reforms recently undertaken or under consideration in Bolivia, Brazil, Colombia, Peru and the Central American countries. The meeting was also an opportunity to learn about the work that other institutions are doing in this area, such as the IDB, the major party foundations in Brazil, PARLATINO, International IDEA, the Friedrich Naumann Foundation, the Netherlands Institute for Multiparty Democracy (IMD), the National Democratic Institute for International Affairs, the International Republican Institute, among others.

Program to Support Decentralization and Citizen Participation Processes

As Technical Secretariat of the High-Level Inter-American Network on Decentralization (RIAD), the UPD supported the holding of the Second Meeting of Ministers and High-Level Authorities Responsible for Policies on Decentralization, Local Government, and Citizen Participation at the Municipal Level in the Hemisphere, held in Mexico City, November 24 through 26. The Meeting approved the “Mexico City Plan of Action on the Decentralization and Strengthening of Regional and Municipal Administrations and Citizen Participation.”

As RIAD’s Technical Secretariat, the UPD coordinated implementation of the “Mexico City Plan of Action” with the Network’s Chair and Vice Chair (Mexico and Brazil, respectively) and with the regional vice chairs (Jamaica, Guatemala, Mexico and Peru). It also improved contacts with international agencies in order to form the multi-representative international technical cooperation support group to serve as financial and technical support for RIAD, as called for in the Plan of Action.

Also during this period, RIAD’s Website was redesigned and two training activities were devised on the subject of decentralization, in cooperation with the Latin American and Caribbean Institute for Economic and Social Planning (ILPES) of the Economic Commission for Latin America and the Caribbean (ECLAC) and the Universidad Alberto Hurtado.

The UPD also conducted a number of sub-regional activities on the issue. In the English-speaking Caribbean, the Unit and the United Nations Development Programme helped organize a Forum on Local Governance in Small States, hosted by the Government of Saint Vincent and the Grenadines and focusing on the members of the Organization of Eastern Caribbean States. In the Andean Community, the UPD teamed up with FLACSO-Ecuador on a publication about decentralization processes in the region. In MERCOSUR, the UPD supported the Specialized Meeting of Municipalities of MERCOSUR (REMI) with studies on decentralization and local autonomy. Finally, a

project on “Support for the Strengthening of Political Decentralization Processes in Central America” was implemented with IDB financing.

Program to Support Strengthening of Legislative Institutions

Most of the activities conducted under the Program to Support Strengthening of Legislative Institutions (PAFIL) in 2003 focused on strengthening legislative support for the strategic topics on the hemispheric agenda. The Unit helped organize the Second Meeting of the US-Venezuela Inter-Parliamentary Forum, known as the Boston Group. The latter is the result of a combined effort of the UPD, the Permanent Mission of the United States to the OAS, the House Subcommittee on Hemispheric Affairs of the United States Congress, and the National Assembly of Venezuela.

As Technical Secretariat Pro-Tempore of the Inter-Parliamentary Commission of the Forum of Presidents of the Legislative Branches of Government of Central America and the Caribbean Basin (FOPREL) and with financial support from the Government of the United States, the Unit executed the project titled “Legislative Action to Combat Terrorism.” Under this project, an ambitious plan was established to support ratification of the Inter-American Convention against Terrorism and modernize the relevant laws in the Central American countries and the Dominican Republic. El Salvador was the venue of the “First Central American and Caribbean Basin Inter-Parliamentary Forum on Combating Terrorism” and discussions moved forward to being legislative action in this field in the MERCOSUR countries.

In the anti-corruption field, support was provided to the meeting on “Parliaments and Control of Corruption: Political Challenges in Latin America,” organized by the World Bank in Sao Paulo, Brazil. During that meeting, the Latin American Chapter of Parliamentarians Against Corruption (PLACC) was formed. At the request of Costa Rica’s Legislative Assembly, the UPD provided technical cooperation to the Central American Inter-Parliamentary Committee on Drug Trafficking and Corruption (CICONA).

In the field of international trade negotiations, the UPD, FOPREL, and MERCOSUR’s Joint Parliamentary Committee (CPC) teamed up to begin an analysis of the role of legislatures in matters related to trade treaties. In response to a request from the CPC, the UPD moved forward on arrangements to work in the field of inter-parliamentary integration. The Unit provided support to the presidents of the Central American congresses in conducting inter-parliamentary activities on the subject of security.

The UPD also supported the work of sub-regional inter-parliamentary institutions. With Canada’s financial support the UPD provided technical cooperation to the Inter-Parliamentary Forum of the Americas (FIPA) for the holding of its second annual meeting. It also provided permanent technical support to FOPREL, assisted with the work being done by the CPC, and began talks with the Andean Parliament for specific joint measures on strategic issues on the inter-American agenda.

In the area of institutional strengthening and modernization of parliamentary institutions, the UPD worked on preparations for the First Inter-American Forum on Legislative Modernization, to be held in 2004, and began to design a project to strengthen political control and budgetary oversight for the Paraguayan Congress. As part of the Program in Political Management for Lawmakers, two high-level courses were held, one in El Salvador and the other in Paraguay. Finally, as part of the UPD’s

foray into the field of e-congress, the design of a new Website was completed. Its purpose is to help improve the performance of lawmakers in the member countries and make them more efficient.

Program for Promotion of Democratic Leadership and Citizenry

The UPD conducted the Third Regional Course on Democracy and Political Management for Young Leaders of MERCOSUR (Joinville, SC, Brazil- July 2003) and the First Andean Regional Course on Democratic Governance for Young Women Leaders (Quito, Ecuador, August 2003). The course conducted in Brazil was done in conjunction with a number of private and state academic institutions and foundations of the major political parties in Brazil, and with the support of the Konrad Adenauer Foundation-Brazil and the Christian Democrat Organization of America (ODCA). The course in Quito was given in conjunction with CIM, the United Nations Development Fund for Women (UNIFEM), the Program for the Support of Women's Leadership and Representation (PROLEAD) and the IDB's Inter-American Institute for Social Development (INDES). With financial support from the IDB, the Program of National Training Courses for Young Democratic Leaders (CALIDEM) ran six courses on democratic institutions, values and practices. The courses were held in Chile, Ecuador, Honduras, Nicaragua, Panama and Paraguay.

The UPD also continued to strengthen the course follow-up mechanism and the institutions from which the course participants come. As part of this mechanism, technical cooperation was provided to the Secretariat for Social Action of the Office of the President of Paraguay, to develop the general guidelines for the institutional communication strategy.

In 2003, the UPD stepped up its cooperation with the General Secretariat's Unit for Social Development and Education, to provide member states with assistance on cultivating the culture of democracy and education for democracy, central themes of the Inter-American Democratic Charter. In this connection, the UPD and the Unit for Social Development and Education assisted the Permanent Council as it prepared for a special meeting on "Promotion of Democratic Culture through Education" to be held in 2004. Also held was a Seminar on Teaching Democratic Values and Practices in the Formal Education System, in Montevideo, Uruguay, in association with the UDSE, the Ministry of Education, the National Administration of Public Education of Uruguay, and the United States Center for Civic Education.

Strengthening Electoral Systems and Modernization of Civil Registries

In 2003, the Unit for Promotion of Democracy continued the programs to strengthen and modernize the electoral institutions in Ecuador, El Salvador, Guatemala and Paraguay. To that end, the UPD maintained special programs to promote the use of more modern tools and procedures in the field of election organization, promotion of citizen participation and application of modern election technology.

In Guatemala, Honduras and Paraguay, the UPD conducted civil registry programs to modernize the procedures, security controls and training in citizen registration and registry security.

As part of the activities conducted to share success stories and horizontal cooperation initiatives, the UPD strengthened cooperative relations with the electoral authorities of Brazil, Canada, Panama and Paraguay with whom the General Secretariat signed horizontal cooperation agreements. Special mention should be made of the second experiment in horizontal cooperation between electoral

institutions in the hemisphere (Brazil-Paraguay): this experiment in horizontal cooperation succeeded in computerizing 50 percent of the voting in the presidential elections held in Paraguay in April. Another horizontal cooperation initiative was the First Inter-American Meeting of Electoral Authorities, which the UPD held in March with the support of the Superior Electoral Tribunal of Panama. Representatives of 22 electoral institutions in the member states of the Organization attended this meeting, which discussed issues related to the use of technology in organizing elections and formed the Inter-American Electoral Technology Network (RITE).

In 2003, the UPD conducted a number of workshops and seminars in Guatemala, and disseminated publications there, all to foster a culture of democracy and assist the electoral process held in Guatemala in November and December.

In 2003, the UPD focused on ensuring that electoral processes would increasingly become the most reliable, direct and efficient means for individuals to participate and legitimize their opinions and political decisions by exercising their civic duty and right to vote. Working meetings were held with the election authorities of Colombia, the Dominican Republic, Ecuador and El Salvador to discuss technological advances and the efficiency of the electoral processes.

Promotion and Dissemination of the Inter-American Democratic Charter

This new inter-American instrument is vital to strengthening and collectively defending democracy in the hemisphere. Therefore, in keeping with the stated interest of the member states, in 2003 the UPD launched a series of activities to promote and publicize the content of the Inter-American Democratic Charter. It designed a distance education program to instruct teachers in how to teach the principles, values and practices of democracy, in accordance with the principles of the Charter. The courses and seminars that the UPD has developed and executed for some years now on the subject of democratic culture and political management –in combination with the other activities of the Unit- have become a vehicle to teach the Charter’s principles to young leaders of the hemisphere and other sectors that shape public opinion, such as political parties, the media, civil society organizations, academic institutions, and so on.

In cooperation with the Department of Public Information, the UPD did a television spot on the Charter, as part of a series of spots to be produced about this instrument. The UPD also worked with the Inter-American Children’s Institute (IIN) on production of a television spot about the Charter, this one targeted at children. Both initiatives are intended to create greater public awareness of the importance of the Inter-American Democratic Charter and to publicize the OAS’ mandate to consolidate democracy in the hemisphere.

Finally, the Inter-American Democratic Charter was reprinted, this time in passport size. This version has been widely circulated in programs and activities conducted by the Unit and the Permanent Missions to the Organization, among others.

Information and Dialogue on Democracy

In order to efficiently circulate the most important news related to the development of democracy in the hemisphere, and information on specific UPD activities, the Unit strengthened its capacity to generate and disseminate that information by electronic means and in print materials. In 2003, the

UPD concentrated its efforts in this area on updating and adapting the information contained on the Unit's Web page, in order to better respond to the growing demand for information about its activities.

The Unit continued to collaborate with Georgetown University's Center for Latin American Studies on development of the "Political Database of the Americas." This database is an important source of academic materials, primary documents and statistical data on political issues in the hemisphere. The database was therefore updated regularly throughout the year, to add the latest available information on such topics as cabinets, comparative studies, decentralization, election laws, constitutions, election results and political parties.

The Unit also worked on production of the e-bulletin *UPDate*, various reports on electoral observation missions, special reports and final reports on the UPD's activities and seminars.

Special Program on Promotion of Dialogue and Conflict Resolution

The Special Program made headway on implementing the Central American Program for Strengthening Democratic Dialogue (PCA), working with an institutional framework laid out in conjunction with the countries of the region. Among the activities conducted under this sub-regional program, the Special Program provided technical cooperation to help the process of National Dialogue instituted by the Government of Honduras and plans ongoing collaboration in the process of monitoring the scope of the national dialogue in that country.

The Special Program also launched efforts to support the Government of Bolivia with design and implementation of a program to prevent and settle conflicts. The Program also established a permanent presence in the country to provide the follow-up and advisory services that these topics require.

The Program "Culture of Dialogue: Development of Resources for Peace building" (PROPAZ) ended in March 2003, thus concluding one of the UPD's most successful and important efforts to support the peace process, political dialogue and growth of democracy in Guatemala. The ProPaz Foundation -a new, autonomous Guatemalan institution- has been established in the program's place and will continue to support dialogue and social consensus-building in Guatemala, drawing upon the PROPAZ experience.

In coordinating its activities with other multilateral organizations, the Special Program took active part in the Democratic Dialogue Project headed up by the UNDP, to build shared methodological platforms for analyzing and applying dialogue practices in the region. The Special Program helped organize the Workshop on Experiences in Dialogue in Guatemala, which was an opportunity for institutions that encourage democratic dialogue in the country to share their experiences and lessons learned. Generic guidelines were formulated to improve future institutional measures in democratic dialogue; and finally, the Special Program also helped create a model for how organizations active in the area of dialogue can cooperate with one another.

Electoral Observation Missions

The Organization's Electoral Observation Missions (EOMs) are one of the UPD's most visible activities and have a greater immediate impact in terms of tangible support for the democratic

processes in the member states. In 2003, the UPD organized and conducted two Electoral Observation Missions (Guatemala and Grenada). The UPD also conducted missions to follow the electoral processes in the following countries: Argentina (2), Colombia and Costa Rica. It conducted a Technical Monitoring Mission in Paraguay on the occasion of the presidential elections, and a joint OAS/Carter Center mission to observe signature collection in Venezuela.

Comprehensive Action against Antipersonnel Mines (AICMA)

In discharging its mandate to support national reconciliation, peace building and compliance with the Convention of Ottawa by its States party, the AICMA Program continued to support activities against antipersonnel mines in the hemisphere. Specifically, the AICMA assisted Argentina, Chile, Colombia, Ecuador, Guatemala, Honduras, Nicaragua and Peru in 2003. With assistance from the AICMA, by the end of 2002 Costa Rica was able to declare itself free of antipersonnel mines. The essential elements of this effort continued to be to provide and coordinate funding, with the support received from various donors and the technical advisory services received from the Inter-American Defense Board (IADB).

Under the humanitarian demining component, the program collaborated directly with the beneficiary member States in removing more than 48,000 mines. As a result, Nicaragua –the most severely affected country in Central America- has completed 70 percent of its goal of eliminating all the antipersonnel mines planted in Nicaragua during the internal armed conflict there. In Honduras, the Program's activities are wrapping up and should be finished during the first quarter of 2004. Plans are to complete the programs in Guatemala and Nicaragua in 2004 and 2005, respectively. In 2003, coordinated operations were conducted on both sides of the border between Peru and Ecuador. As a result of these operations, in October 2003 the National Police of Peru, with the Program's assistance, completed the removal of the antipersonnel mines planted in the vicinity of more than 600 power towers in the country.

The OAS' leadership in supporting the Ottawa Convention was self-evident, as it assisted the States party from the region with the preliminary preparations necessary to properly participate in the First Review Conference scheduled for November 2004 in Nairobi, Kenya. To that end, the UPD held the first of two regional seminars in Lima in August 2003, and programmed the second for Quito in June 2004. As part of the program's support for the Convention, AICMA also helped various member states destroy their mine stockpiles. In the last three years, stockpiles totaling 650,000 mines have been destroyed in Argentina, Chile, Colombia, Ecuador, Honduras, Nicaragua and Peru. In March 2003, the Government of Colombia signed a framework cooperation agreement with the Organization, covering the areas of preventive education, assistance to victims of antipersonnel mines and establishment and maintenance of a database. Later in the year, Argentina and Chile signed agreements with the OAS to obtain support in destroying mine stockpiles.

To help serve the needs of the affected population, the Unit continued to provide its support to the Assistance Program for Victims of Unexploded Mines and Ordnance. This program has helped more than 500 victims in Central America, most in Nicaragua. In 2003, the assistance to mine victims continued to grow with the introduction of a post-rehabilitation job training program, in cooperation with Nicaragua's National Institute of Technology (INATEC), which has trained more than 100 people since its establishment. To enable mutual cooperation in this area, the AICMA organized a regional seminar on assistance to mine victims, held in Bogota in November 2003. Participating in the

seminar were representatives of a number of member states, international organizations and nongovernmental organizations.

With the support of the Geneva International Centre for Humanitarian Demining in Switzerland, the AICMA program fine-tuned installation of the Information Management System for Mine Action (IMSMA) in Nicaragua. It also installed the system in Ecuador and Peru. IMSMA is a primary data bank for prioritizing demining activities, preventive education, and efforts to assist victims. At the present time, the program has this system in Colombia, Guatemala, Nicaragua, Ecuador and Peru.

OFFICE OF THE ASSISTANT SECRETARY GENERAL

Under Article 115 of the Charter of the OAS and in keeping with the policy and practice decided by the General Assembly and with the respective resolutions of the Councils, the Office of the Assistant Secretary General is the Secretariat of the Permanent Council, provides advisory services to the Secretary General, and is in charge of the other activities that the Secretary General entrusts to it.

The Office of the Assistant Secretary General provided technical and operational support for the thirty-third regular session of the General Assembly in Santiago, Chile. It also coordinated technical and operational services in preparation for the thirty-fourth regular session of the General Assembly to be held in Quito, Ecuador, in June 2004.

Pursuant to Executive Order 97-2, the office coordinated, supervised and provided follow-up to the activities of: the Secretariat for Conferences and Meetings, the Executive Secretariat of the Inter-American Commission of Women (CIM), the Columbus Library, the Inter-American Children's Institute (IIN), the Art Museum of the Americas, the Inter-American Emergency Aid Committee, and the Offices of the General Secretariat in Member States. It continued to orchestrate cooperative arrangements with the United Nations and its specialized agencies, the organs of the inter-American system, the Association of Caribbean States, and the Central American Integration System (SICA), among others. It also performed specific functions involving coordination with the Caribbean Community (CARICOM) and the Inter-American Development Bank (IDB) with respect to the situation in Haiti.

The office continued to support the efforts of the Secretary General in seeking solutions to the political and institutional crisis afflicting Haiti, in accordance with the expressed desire of member states of the Organization. It maintained close coordination with the head and the deputy head of the Special Mission, and with the OAS Special Envoy for promoting dialogue in Haiti.

It organized and participated in meetings of the Group of Friends of Haiti, and participated in the meeting of the working group to recommend adjustments to the mandate of the OAS Special Mission for strengthening democracy in Haiti.

The Office of the Assistant Secretary General also continued to support the work of the Office of the Secretary General in negotiating a peaceful settlement to the territorial differendum between Belize and Guatemala. On February 7, 2003, the Ministers of Foreign Relations of Belize and Guatemala, together with the OAS Secretary General and the Assistant Secretary General, signed an Agreement to Establish a Transitional Process and Confidence-building Measures between Belize and Guatemala.

That agreement established a new framework, called the "Transition Process", under which the Parties agree to work constructively and in good faith until they reach a final just, equitable, honorable, and permanent solution to their territorial differendum. The framework outlines the responsibilities of the Parties and also assigns duties and responsibilities to the General Secretariat of the Organization of American States, and to the international community through the establishment of a "Group of Friends" to support the peaceful resolution of the Belize-Guatemala territorial differendum. The Group of Friends held its first meeting on October 6, 2003 at OAS Headquarters.

Central to the framework is the establishment of an Office of the General Secretariat in the Adjacency Zone, which opened for business on July 1, 2003. The Office's principal functions are to monitor the Parties' compliance with the confidence-building measures, designed to reduce tensions in the Adjacency Zone, and to encourage respect of human rights of the inhabitants in the area.

In September 2002, the President of El Salvador, Francisco Flores, and the President of Honduras, Ricardo Maduro, committed themselves to completing the demarcation of the land frontier between their two countries within 18 months. All outstanding sections of the frontier were established by a ruling of the International Court of Justice (ICJ) in 1992, but technical difficulties with the interpretation of the ruling prevented completion of the demarcation process. As a result of these difficulties, and the decision to expedite the demarcation of the frontier, the two governments requested the technical assistance of the OAS General Secretariat and the Pan American Institute of Geography and History (PAIGH). The General Peace Treaty signed in 1980 by the two countries contains provisions that assign specific responsibilities to PAIGH for appointing a third arbitrator to resolve technical differences between the parties with respect to demarcation of the frontier.

In April 2003, the Office of the Assistant Secretary General and the General Secretariat of PAIGH responded positively to the application naming Mr. John O. Gates of PAIGH as the third arbitrator. Mr. Gates' task is to arbitrate all differences of a technical nature, i.e. purely engineering questions submitted by the two countries such as, for example, in case of inconsistency in the geodesic coordinates and the "geographic features" mentioned in the ICJ ruling of 1992.

Since July 2003, Mr. Gates, accompanied by an adviser to the Assistant Secretary General, has been conducting visits to the border zone. On the basis of these on-site observations, the text of the ICJ ruling of 1992, documents prepared by the El Salvador-Honduras Special Commission of Demarcation, satellite imagery, and other technical tools, the third arbitrator has been offering definitive solutions, respected by both countries, to the technical problems encountered by the Commission. It is expected that demarcation will be completed within the time limit established by Presidents Flores and Maduro.

The Assistant Secretary General, in his capacity as Secretary of the Permanent Council and its subsidiary organs, cooperated with representatives of member countries and observers in preparing and conducting its 24 regular meetings, 10 special meetings, 6 protocolary meetings, and one joint meeting of the Council with CEPCIDI and with the Presidents of the Permanent Council. He also monitored the work of the commissions and working groups of the Permanent Council, in the course of approximately 150 meetings.

OFFICES OF THE OAS GENERAL SECRETARIAT IN THE MEMBER STATES

The Offices of the OAS General Secretariat in the Member States assist with the preparation, execution, and evaluation of the OAS' technical cooperation programs in their respective countries. They represent the General Secretariat, provide support to the Organization's other activities, and help publicize its purposes.

The Office of the Assistant Secretary General supervised Coordination of the OAS Offices in the Member States, which continued to assist the various areas of the General Secretariat in discharging the mandates received from the governing bodies.

A number of the OAS' offices, especially the OAS/Haiti, OAS/Venezuela and OAS/Bolivia offices, deserve special mention for the support they provided during the period covered in this report, and that they continue to provide to the Secretary General and the Assistant Secretary General to facilitate resolution of the political problems besetting those countries. Similarly, the OAS offices in Belize, Guatemala, and Nicaragua have been particularly helpful in providing assistance to the Secretary General in his role as a witness of honor in the settlement of the territorial *differendum* between Belize and Guatemala, as has the OAS office in the adjacency zone between the two countries. On a number of occasions, the directors of these three offices have played important roles in facilitating the Secretary General's work by dealing with any difficulties that came up while the Secretary General was performing his functions as a witness of honor. Similarly, the OAS offices in Honduras and El Salvador have been particularly helpful to the Assistant Secretary General in his role of facilitator in the demarcation of the borders between the two countries.

The OAS offices in Grenada and Guatemala provided invaluable assistance to the OAS' Electoral Observation Missions (EOMs) in those countries. In Guatemala, the Office assisted the EOM in the two rounds of the presidential elections and provided it with support. It did all the necessary coordination work and provided invaluable support to the Mission's chief, while keeping officials at headquarters apprised of events in the country.

Also, pursuant to the mandate contained in resolution AG/RES. 1974 (XXXIII-O/03), for the second consecutive year the Secretariat presented a document containing the work programs and a report on the funds or subsidies that each office received from its host government.

An important step was taken to enhance the administration of the offices when the Assistant Secretary General sent a memorandum to the directors of the National Offices, dated October 31, 2003. Its purpose was to: (i) underscore the need for staff members of the Offices of the General Secretariat in the Member States ("GS/OAS Offices") to comply with the General Standards, the Field Financial Manual, Budgetary and Financial Rules, the Budgetary and Financial Manual, Executive Orders, Staff Rules, Administrative Memoranda, Directives and other administrative issuances of the General Secretariat ("GS/OAS"); (ii) seek collaboration in addressing certain issues/problems, identified by the Inspector General in recent audits of GS/OAS Offices; (iii) inform staff members of the implementation of a system of "spot-checks" at GS/OAS Offices, and (iv) remind directors and other staff members that the failure to comply with GS/OAS rules and regulations as set out in the above-mentioned legal instruments regarding performance of their fiduciary responsibilities would have serious consequences.

The following are some of the most important activities either undertaken or supported by the Offices of the General Secretariat this last year:

Administrative and logistical support provided to the organs of the OAS

The OAS Offices in the member states provided extensive administrative and logistical support to the various organs and departments of the General Secretariat at headquarters, which included: negotiation of arrangements for meetings, seminars and other activities, travel plans, procurement of local and support services, and participation in project planning activities.

In particular, the OAS Offices performed the following functions:

- Administrative functions associated, for example, with assisting the Secretariat of Conferences and Meetings with preparation of various ministerial-level meetings, including the Special Conference on Security held in Mexico in October 2003.
- Representation of the General Secretariat at various workshops, conferences, and symposia, as the Organization's institutional presence in the member states.

Cooperation-related support

The OAS Offices in the member states have actively promoted integral development through their role in the activities in partnership for development administered by the Inter-American Agency for Cooperation and Development (IACD) and other areas of the OAS General Secretariat. Working in cooperation with the Agency, the OAS Offices provided OAS technical cooperation services to the member states. Most of the Offices provided direct assistance with preparation of projects to be submitted to the IACD seeking funding. They were also instrumental in the support that the General Secretariat provides to the Free Trade Area of the Americas (FTAA). The Offices conducted negotiations related to seminars, workshops, and training sessions on the subject and provided support to the activities conducted by the IACD's Department of Information Technology for Human Development, the Office of Cultural Affairs, the Office of Science and Technology (OST), the Inter-American Drug Abuse Control Commission (CICAD), the Inter-American Telecommunications Commission (CITEL), the Trade Unit, the Unit of Social Development and Education (USDE), the Unit of Sustainable Development and Environment (USDE), the Inter-Sectoral Unit for Tourism, the Unit for the Promotion of Democracy (UPD), the Inter-American Commission on Human Rights (IACHR), the Inter-American Commission of Women (CIM), the Inter-American Children's Institute (IIN) and the Executive Secretariat for Integral Development (SEDI). The following activities are of particular note:

- Combating drugs: The OAS offices assisted CICAD with the efforts undertaken to prepare and/or modernize national anti-drug plans. They also provided their support to facilitate the member states' participation in the Multilateral Evaluation Mechanism (MEM).
- Promoting women's human rights: under the cooperation programs conducted by the CIM Executive Secretariat, the OAS offices in the member states were instrumental in staging the seminars and workshops held as part of the program to promote equal treatment for women in the public and private sectors.
- Strengthening democracy: Working in cooperation with the UPD, the OAS Offices in the Member States were instrumental in increasing citizen participation in the political process by

the support they provided to the EOMs, the peace processes and strengthened democratic institutions. A number of offices have also worked with the UPD and the Department of Public Information to circulate information about the Inter-American Democratic Charter, in compliance with mandates from the General Assembly and the Permanent Council. The OAS Office in Uruguay, for example, organized a seminar in Montevideo on the Inter-American Convention against Corruption. One of the speakers was the Minister of Foreign Affairs of Uruguay, His Excellency Didier Operti.

- Promoting free trade: In cooperation with the Trade Unit and under its supervision, the national offices helped facilitate the member states' participation in the FTAA negotiations and the related technical cooperation.
- Support provided in connection with the Inter-American Convention against Corruption. In cooperation with the Secretariat for Legal Affairs, a number of OAS offices in the member states, including the office in Suriname, helped with arrangements for regional seminars to apprise government officials and members of the judiciary about how the Convention operates and the obligations it presupposes.
- The internship program organized by the OAS Office in Uruguay builds upon the Office's experience and work, and gives Uruguayan citizens the opportunity to learn from that experience. The annual evaluation seminar run by the OAS Office in Ecuador is another important activity.

Exchange of information

In partnership with the Department of Public Information and the Office of External Relations, the OAS Offices served as the principal agents of information exchange in the member states. Information was constantly being shared back and forth between the OAS Offices in the Member States and (local, regional, and international) governmental agencies, NGOs, and news agencies. The OAS Offices also regularly announced seminars and workshops in their respective countries, to publicize the OAS' various technical assistance programs being carried out in the countries. The Offices in the Member States also followed political events and economic developments in their respective member states and reported their observations to the pertinent areas at headquarters, in the form of reports and informative bulletins.

The Office of the Assistant Secretary General will work with the Department of Public Information to produce articles and documentaries publicizing the work of the OAS Offices in the Member States.

Cooperation with other donors

Most if not all OAS Offices in the Member States stayed in regular contact with the local offices of international donors and other multilateral organizations to strengthen coordination inside the local donor community and facilitate execution of current and future projects. In many instances, the OAS Offices also took part in the monthly or quarterly meetings held by the local donor community and, when requested, cooperated on the informative meetings held for donor missions visiting the country and officials of other governments. In some cases, the OAS offices organized those meetings.

The coordination with donors was perhaps more intensive in the case of entities of the inter-American system in those areas where the cooperation programs that the OAS conducts in the member states were exceptional or of considerable importance to those countries.

Mandates from the Summits

Most OAS Offices in the Member States continue to provide headquarters with support in executing the mandates from the Summits of the Americas. Just half the offices are participating in measures to support the General Secretariat's activities as an "institutional partner" in the Summit Process. It is evident that more guidance is needed from the pertinent areas of the Secretariat in order to use the Offices in the member states to greater effect when executing the Summit mandates. The Secretariat for the Summit Process has recognized this and, working in collaboration with the Office of the Assistant Secretary General, will design specific activities and initiatives that use the Offices more efficiently and effectively to facilitate execution of Summit mandates. One possibility now being examined is the support that the Offices might be able to provide to civil society in each member state to enable it to participate in the work of the OAS.

SECRETARIAT FOR CONFERENCES AND MEETINGS

The Secretariat for Conferences and Meetings was created in March 1997 by Executive Order No. 97-2, pursuant to General Assembly resolutions AG/RES. 954 (XVIII-O/88) and AG/RES. 1381 (XXVI-O/96). Its mission is to identify, integrate, administer, and modernize the conference services that the General Secretariat must provide to the OAS' governing bodies. The Secretariat for Conferences and Meetings is composed of the Office of the Director and three divisions, whose functions are to provide and coordinate conference services, services in the official languages, and production and distribution of documents and information.

In the period covered in this report, the modernization process provided for in Executive Order 97-2 continued and expanded. Some of the remodeling work in the General Secretariat buildings was completed, and services for Organization meetings were improved and modernized. This process was done in coordination with the Department of Technology and Facility Services (DTFS) in order to minimize the impact of the remodeling and modernization on space needs.

Management of conferences and meetings

The Office of the Director of the Secretariat for Conferences and Meetings (SCR) continued to implement the policy of modernizing the simultaneous interpretation equipment, a process that began the previous year in order to make all that equipment digitally compatible. The financial support provided by the Permanent Council for the renovation process will make it possible to pursue this policy throughout the renovation process recently started on the General Secretariat's Main Building. Specialized purveyors of conference service equipment and the DTFS will also be providing technical support throughout this process as well. The new digital equipment, in combination with the conventional meeting services, provides a package of integrated "multimedia" services that are compatible with those of the Department of Public Information. "Multimedia" provides the needed flexibility and immediate facility for holding the Permanent Council's meetings and deliberations, while allowing the remote, real-time presence of other participants with audio-video conferences and simultaneous interpretation services in the OAS' four official languages.

With technical support from the Secretariat for Management, the Secretariat for Conferences and Meetings continued to hammer out administrative procedures for managing the financial resources for the Organization's meetings using the OASES system. In developing and operating computerized systems, the Secretariat continued to expand and broaden the cooperation between the SCR and the DTFS to fully integrate the computerized platform of conference services. Simpler and more user-friendly Internet access to these services is now available to all users and to the general public through remote access. Users are now able to use this medium to obtain the official documents on the agenda of the meetings. The information stored in a database of references accessible to the public can also be consulted through remote access.

Conference Services

The Secretariat for Conferences and Meetings provided logistical support to organize and hold approximately 576 meetings. Some 531 meetings of the governing and technical bodies, the Permanent Council and its subsidiary bodies, CIDI and its subsidiary bodies and the other organs and specialized agencies of the inter-American system, such as the Inter-American Commission on Human Rights (IACHR), the Inter-American Commission of Women (CIM), the Inter-American Telecommunications Commission (CITEL), the Inter-American Drug Abuse Control Commission (CICAD) and the Inter-American Children's Institute (IIN) were held at headquarters, whereas 45 high-level meetings were held in the member states, including the regular session of the General Assembly, the XXXIII and XXXIV regular sessions of the Inter-American Drug Abuse Control Commission (CICAD), technical meetings of the IACHR, CITEL, CICAD and others. For the meetings held in the member states, human and technological resources had to be mobilized from OAS headquarters and taken to the countries hosting the meetings. During this period, the Secretariat updated a six-month calendar of OAS meetings as a tool to use the equipment and personnel required for conference services to maximum advantage.

Language Services

The Secretariat continued its policy of updating equipment and procuring software in the four languages. One important step was the effort made to initiate and maintain professional and functional contacts with language services divisions in other international and domestic organizations, with a view to sharing terminology and glossaries. The e-library has been updated with the addition of documents recently published by the OAS.

The SCR's List of Contract Translators and Interpreters has grown significantly as the names of professionals from everywhere in the Hemisphere have been added. A particular effort has been made to find more translators and interpreters in the member states, as they represent a sizeable savings in the costs of providing language services at meetings held away from headquarters.

Documents and Information Division

The Documents and Information Division played an important role in the production and distribution of official General Secretariat documents and helped the permanent missions of the member states and the permanent observer states locate reports and information produced within the framework of the OAS' governing bodies. The following figures give an idea of the volume of work the Division produced in the period covered in this report.

- Printing and distribution of 4,450 classified documents in the four official languages of the OAS, for a total of 3,241,768 pages. This volume of work has meant a considerable savings on the costs of printing and distributing documents needed for policy discussions.
- Printing and distribution of 17,800 invitations for the Art Museum of the Americas and the Protocol Office.
- Use of computerized systems and databases for managing production, storage, and documents management using the IDMS system.
- Supplying needed information and technical support to the Permanent Council, its committees and working groups, the CEPCIDI and its subsidiary bodies, and all the permanent missions of

the member states, the permanent observers, and other organs and agencies of the inter-American system that requested information services and official OAS documents.

- The volume for the period from December 2003 to February 2004 can be calculated at 5% of the above-mentioned figures.

By the end of the period covered in this report, the output of internally printed documents was at its highest level of production efficiency thanks to the modern, sophisticated and high-speed equipment that the SCR has acquired over the last ten years.

The next step in this modernization policy will be to change the obsolete distribution equipment, replacing it with faster machines. The new machines, which will cost less to maintain, offer enormous advantages for purposes of distributing documents, publications, invitations, and the like.

Model General Assembly

The Secretariat for Conferences and Meetings provided support for the “Edgar Maya” Model OAS General Assembly for Universities, held April 13 through 18, 2003, in Washington, D.C. The Model General Assembly is held under the joint auspices of the Inter-American Institute of Diplomacy, a nonprofit foundation whose Faculty Council is made up of faculty members from colleges and universities with a long history of association in this field.

The MOAS Inter-American Studies Foundation has reiterated its interest in providing support to the activities of the Model General Assembly Program and the General Secretariat has been giving the Foundation logistical support in the form of an office, a computer, and a printer.

The twenty-second regular session of the Model OAS General Assembly for Secondary Schools was held at OAS headquarters, December 3 through 6, 2003. Some 325 students and 39 professors from 27 high schools in the United States and Puerto Rico participated. Among their activities was an interaction between the students and the representatives of the member states in which the students were able to get guidance directly from the various permanent missions to the OAS.

Co-sponsored by the Universidad Nacional Autónoma de México and with support from the Government of Mexico, Querétaro, Mexico was the site of the twenty-second regular session of the Model OAS General Assembly for Universities from March 23 through 28. More than 20 universities participated.

ART MUSEUM OF THE AMERICAS

The Art Museum of the Americas was created by an OAS Permanent Council resolution in 1976, to stimulate the study of and interest in the art of the Americas, increase inter-American exchange and promote artistic creation in the Hemisphere. With its exhibits, collections, educational programs, and reference services, the Museum is a vital center promoting and documenting the art of the Hemisphere.

Exhibits

Temporary exhibits serve to expand awareness of the many currents of artistic expression in the Americas, and to stimulate cultural interchange. During this period a total of eight exhibits were organized, three of them in the Museum: "Selections from the Museum's Permanent Collection"; "Public Responsibility: 15 Photographers of the Americas"; and "Roberto Matta of Chile: an Architect of Surrealism". The other five were held in the Gallery: "Under Constant Pressure", featuring Claudio Fantini; "Soundings from Home", with Carolyn Jean of the United States; "Order in an Interior World", by Francisco Majia of Colombia; "The Island and the Continent", by Julio Valdés of the Dominican Republic; "The Best of the Worst" by Vladdo of Colombia; and "Life and Miracles of the Invisible Man", by Eduardo Tokeshi of Peru.

In addition, the exhibit "Order in an Interior World" was sent out as a traveling exhibit with showings at the Latincollector Gallery in New York and as part of the arts program of Gensler Architecture in Washington DC. Several exhibits were reviewed in the local press, including "Selections from the Permanent Collection" (The Washington Post, June 19, 2003), "Soundings from Home" (Georgetown, July 7, 2003), "Public Responsibility" (The Washington Post August 1, 2003 and September 18, 2003), "The Best of the Worst" (Latin American Times of September 19, 2003) and "Roberto Matta" (DC Art News, November 14, 2003).

Renovations to the Simon Bolivar Room entailed the closure in December 2003 of the Art Gallery in the main building, which since the 1940s had hosted exhibits by the most important artists of the Hemisphere. Exhibition activity in the Gallery has been suspended until temporary space becomes available.

Permanent collection

Since 1949 the Museum has been collecting, preserving and documenting the work of leading artists in the Hemisphere. During the period under review in this report, another 35 new works were added to the Permanent Collection. A number of albums, graphics portfolios, and special editions were transferred from the archives of the old Visual Arts Unit to the Museum's permanent collection, including material relating to the Mexican artists Roberto Montenegro, Rufino Tamayo, Diego Rivera, Jose Guadalupe Posada and artists of the *Taller de Grafica Popular*, Carlos Mérida of Guatemala, Rene Portocarrero of Cuba, Carlos González of Uruguay, Genaro Ibañez of Bolivia, Raquel Forner of Argentina, and Leo Matiz of Colombia. Donations from outside sources included: a wooden sculpture by Naul Ojeda donated by Philomena Ojeda, a painting of Lola Fernández of Costa Rica donated by L. Ronald Scheman, and an engraving of Ana Mercedes Hoyos of Colombia donated by the Friends

of the Museum. The Museum also received donations from various artists who participated in temporary exhibits, including Francisco Mejia and Luz Elena Castro of Colombia, Claudia Andujar of Brazil, and Claudio Fantini of Costa Rica. Internally, 60 works from the permanent collection were lent to headquarters offices as part of the "Art in the office" program, and 53 works were made available for the Museum's temporary exhibits program. Externally, a painting by Alberto Dutary was lent to the Cultural Center of the Inter-American Development Bank for its exhibit, "A Century of Painting in Panama." 77 works from the collection were reproduced in the book "Art and Letters of Our America," published by Villegas Editores.

Conservation and preservation

With the help of the Department of Technology and Facility Services, conservation work (cleaning of the paint surface, application of protective coating, stabilization, construction of stretchers) was performed on 26 paintings and sculptures from the permanent collection that were lent out as part of the "Art in the office" program, including works by Enrique Arnal, Coqui Calderon, Enrique Careaga, Edgar Guinand, Graciela Rodo Boulanger, Humberto Jaimes Sánchez, Eduardo MacEntyre, Vicente Martín, Ariel Mendoza Baños, Miguel Ocampo, Taty Rybak, Cecilio Sánchez Franco, Rogelio Polesello, Nicolás Esposito, Héctor Navarro, Venancio Shinki, Tabo Toral, Tomie Ohtake, Danilo de Prete, Rafael Vadia, Raúl Valdivieso, Armando Villegas, Aníbal Villacís, Jesús Antonio Zelaya, Víctor Mena and Carlos Zerpa. Ten works on paper by Carlos González were also treated.

Art archives and audiovisual materials

The Museum's Art archives represent a unique source for the study of Latin American and Caribbean art. The Museum continues to collect materials to enrich this collection, and it provides reference services to students, researchers, and collectors through this documentation. With respect to its audiovisuals programs, the Museum received \$4,300 during the period from the sale of films and slides and from the rights to reproduce works from the permanent collection in various publications. Also, 340 new slides were taken of the works in the temporary exhibits, for use in publications, the press, and at the Museum's web site.

Education

To make the exhibits a more profound educational experience, four exhibit catalogues and eight virtual brochures for the Museum web page were produced. With support from the Organization of Women of the Americas (OMA), the artist Carolina Mayorga offered three art workshops for children at the Museum in late July and early August 2003, exploring themes of identity in conjunction with the exhibit on "Public Responsibility." In collaboration with the Commission of Women (CIM) and the OAS Art Group, the Museum presented three children's workshops in May, to create a mural on the topic of "women's achievements." The Museum also cooperated with the organization "Turning the Page", in presenting a series of educational programs in October, entitled "Literacy through Photography," for Merritt Educational Center and Kenilworth Elementary School (public schools in the District of Columbia). Two adult workshops in drawing were presented in cooperation with the Staff Association, and the artist Luis Scotti gave a series of workshops in silkscreen printing in February, March, and May 2004 in the Museum.

The Museum continues to offer, on a regular basis, guided tours for university and high school groups,

cultural organizations and the like.

Special activities

The Museum earned a total of \$8,750 from rental of its premises to outside groups, and \$4,700 from the sale of catalogues, graphic works, posters, and other materials. To finance the cost of temporary exhibits during the year the Museum was able to count on the valuable support of participating artists and of various external entities, including the Hirshhorn Museum, Jerome Walker Fine Art, Latincollector Gallery, Gensler Architecture, the Embassy of Chile, the Mission of Chile, Asoex, Santander Santiago, Arauco, Ramirana, and Riggs Bank. As well, the missions of Colombia, the Dominican Republic, and Chile cooperated by hosting receptions for the exhibit openings. As a member of the "Neighbors to the President" consortium of museums, the Art Museum of the Americas participated in the annual "DC Open House," and collaborated in producing an online guided visit of member museums that are part of the National Registry of Historic Sites, for the consortium's web page. Technical assistance was also provided to the Staff Association for the "Fifth Annual Art Exhibit".

From January to November 2003, there were a total of 270,576 "visits" and 5,804,937 "page views" at the Museum web page, and approximately 14,000 people visited the Museum in person.

COLUMBUS MEMORIAL LIBRARY

The Columbus Memorial Library was established by the First International Conference of American States on April 18, 1890. The Library operates as a modern information and documentation center that makes vital information available to the permanent missions, the General Secretariat, the diplomatic community and the general public. It is also custodian of the institutional history of the Organization of American States, its predecessor the Pan American Union, and the inter-American system over the last two centuries. Over the years, the Columbus Memorial Library has been able to evolve from a traditional library program, and has added the General Secretariat's Archives and Records Management Program. It is also the custodian of all OAS documents.

CP/RES. 831 (1342/02) "Use of Excess Resources of the Reserve Subfund for Capital Investments and to Meet OAS Mandates"

In 2002, the Permanent Council resolved to appropriate US\$300,000 of the Reserve Subfund to the Columbus Memorial Library for the purpose of making its documents and archives accessible electronically. In 2003, work began on the Documents Catalog Retrospective Conversion Project with the scanning of 18,497 catalogue cards of OAS publications. On completion the records would appear in standard OCLC MARC format to be made available on the Library's On Line Public Access Catalog (OPAC) and to reach a larger client base via the Internet and the Organization's website. In addition companies were identified for the Preservation and Digitization Project to provide digital images to a select group of resolutions and declarations of the Permanent Council and acts and documents of the General Assembly.

Automation

The Library's new web page was uploaded in August 2003. Among the new features are: Ask a Librarian Service, full text of highly requested information on Cuba and the OAS, White Helmets, the applications of the TIAR, Pan American Day, Malvinas Islands, Bolivia and an outlet to Sea, full text finding aids on the Gabriela Mistral Papers, Rare Books Catalog and a new finding aid on Haiti.

The On-line Public Access Catalog (OPAC) gives researchers access to 33,100 publications and documents cataloged by the Columbus Memorial Library since 1980.

Acquisitions

Donations continued to supplement the Library's inadequate Acquisitions Budget. Donors included the Missions of Argentina and Brazil and the OAS National Office in Antigua and Barbuda. 2,064 publications from different offices of the General Secretariat were received by the Documents Control Unit.

Cataloging

The Documents Retrospective Conversion Project commenced with the scanning of 18,497 catalogue records of OAS publications. The goal of this project is to make the catalogue of OAS publications electronically accessible. The Library continues to provide International Standard Book Number (ISBN) and Cataloging-in-Publication (CIP) data for new OAS publications and documents. This ensures that new OAS publications and documents are immediately available in the online catalog. The Library continues publishing the "Selective List of Books Accessioned and New Periodicals Received in the Columbus Memorial Library". This information is updated regularly and could be found on the Intranet in the Library's Public Folder.

Reference Services

The demands for reference services continue to increase as the Columbus Memorial Library provides access to resources that support the vision of the OAS. The Library is supporting current research needs and the Archives is documenting and providing access to historical actions already taken.

The Reference Unit circulated 13,456 books and 4,559 periodicals, and responded to 5,025 information requests, 160 c.f. of historical photographs were used to respond to the requests; the Documents Control Unit also had an increase in requests and responded to 1,795 requests, and the Records Management Unit 289. 8,047 photocopies were made for the General Secretariat, the Missions and outside users.

Reference service capabilities have increased with the addition of more databases. The Library subscribes to First Search and is able to deliver information from 70 databases that cover a wide range of subject areas with access to the holdings of thousands of libraries worldwide, 5.9 million online text articles from 9,000 serials, including 3,500 electronic journals.

The searchable web version of the Hispanic American Periodicals Index (HAPI) provides worldwide information about Central & South America, Mexico, and the Caribbean, the US-Mexico border region and Hispanics in the US. The Library continues to access WorldCat, UN Treaty Collection Database and Lexis-Nexis. It also subscribes to the Economic Intelligence Unit – Selected Country Profiles, and the Official Document System of the United Nations On Line.

OAS Documents and Publications

A total of 46,400 documents were received, processed and distributed. The Documents Control Unit compiled, published and distributed the "General List of OAS Official Documents, 2000".

The Unit compiled two issues of the Permanent Council's official publication in Spanish, "*Síntesis de las decisiones tomadas en las sesiones y textos de las resoluciones y declaraciones aprobadas*" for the years 2000 and 2001.

During the report period the Library continued to assist with alleviating the problems encountered with the closing of the OAS Bookshop. All mail related to OAS documents and publications were sent to the Library. The Library received 359 requests for OAS publications and mailed out 233 packages. The Librarian continues to serve as Technical Secretary of the Publications Board.

Preservation

The Library processed, microfilmed and distributed OAS Official Records Series for 1999 to University and Specialized Libraries. Sales contribute to the Library's complying with the mandate to seek external sources of funding, resulting in deposits to the Hipolito Unanue Account in the amount of \$35,411.

Archives and Records Management Services

Collaboration continued with the GSB Remodeling Team as offices in the General Services Building proceeded with the renovation process and the transfer of records to the Records Management Center.

The number of boxes stored with an outside contractor was 4,311. 315 boxes of obsolete records were destroyed. The Records Management Center received 670 boxes of semi-active records for storage; sent 275 empty boxes to offices for transfer of records; processed permanently valuable records and accessioned them into the Archives. ARMS has custody of 9, 971 cu ft of General Secretariat records.

Exhibits

Nine exhibits were mounted by the Columbus Memorial Library including Pan American Day Celebrations, Columbus Memorial Library's Anniversary, Main Building of the OAS, OAS Meetings in the Caribbean and Literary Caribbean, Women of the Americas, Simon Bolivar: Hero of the Americas, Legacy of Dr. Leo S. Rowe, Costumes of the Americas. The Library also prepared an exhibit on the Democratic Charter "Democracy: from AG resolution 1080 to the Democratic Charter" for the thirty-third regular session of the General Assembly.

Visits to the Columbus Memorial Library

Several visitors and researchers interested in the inter-American system came from various institutions including John F. Kennedy Special Warfare Center- Fort Bragg, North Carolina, Corporación Andina de Fomento, World Bank Info-Center and Info shop, Universidad Torcuato Di Tella (Argentina), students participating in the Model OAS and from different universities and colleges in the USA.

Interns and Volunteers

The Columbus Memorial Library has benefited from the use of interns and volunteers assigned to specific projects to relieve the personnel shortage. The interns come from high schools and universities from the US, Latin America and the Caribbean, as well as from some of the Permanent Observer countries. Several guides and bibliographies have been completed with their assistance.

COORDINATION AND COOPERATION WITH OTHER ORGANIZATIONS

Under Article 112.h of the Charter, one of the functions of the General Secretariat is to establish “relations of cooperation, in accordance with the decisions reached by the General Assembly or the Councils, with the Specialized Organizations as well as other national and international organizations.”

Pursuant to the mandates from the regular sessions the General Assembly held in Bridgetown, Barbados and Santiago, Chile, and resolutions adopted by the General Assembly at previous sessions, the General Secretariat continued to coordinate with other organizations and regional entities. The coordination and cooperation were most intensive with the Secretariats of the United Nations, the Inter-American Development Bank (IDB), the Pan American Health Organization (PAHO), and the Secretariat of CARICOM. In the case of the United Nations and CARICOM specifically, one of the most important areas of cooperation continues to be resolution of the political difficulties in Haiti.

CARICOM

The partnership between the Secretariats of the OAS and CARICOM worked hardest on finding a solution to the political difficulties in Haiti, a member state of both organizations. In March 2003, Senator the Honorable Julian Hunte, Minister of External Affairs of Saint Lucia and then Chairman of the Council for Foreign and Community Relations (COFCOR), teamed up with OAS Assistant Secretary General Luigi Einaudi to head the OAS/CARICOM High-level Delegation to Haiti, which also included the Assistant Secretary-General, Foreign and Community Relations, CARICOM Secretariat. The CARICOM Secretariat assisted the OAS’ efforts to arrange the delegation’s visits and subsequent discussions and negotiations involving the political parties, civil society, and other Haitian entities. From that time forward, Minister of External Affairs Julian Hunte and the Assistant Secretary-General, Foreign and Community Relations, CARICOM Secretariat, have kept in regular contact with Assistant Secretary General Luigi Einaudi and other high-level OAS/GS officials, participating in the meetings the High-level Delegation held in Miami and in the special meeting the Permanent Council held on April 30, 2003, to hear the report of the High-level Delegation. The Secretary General attended and participated in the Conference of Heads of Government of CARICOM, held in Montego Bay, Jamaica, July 3 through 5. This meeting was an opportunity to talk with the Heads of Government about hemispheric issues and events, including the Haitian situation. The talks with the Heads of Government of CARICOM were undoubtedly one of the reasons why in August the OAS Secretary General decided to appoint a special envoy to promote dialogue in Haiti. It is important to note that CARICOM’s five ministers of foreign affairs participated in the meeting of the OAS Secretary General’s Group of Friends on Haiti, held on November 18, 2003.

The two secretariats continued their working relationship with a meeting between CARICOM’s Secretary-General and the Assistant Secretary General of the OAS, where the two shared their thoughts about Haiti and their views on other regional issues, and discussed matters between the two secretariats.

The OAS General Secretariat and CARICOM also continue to conduct joint activities in the area of partnership and technical assistance. These involve a number of the units and departments at headquarters. Cooperation in the following areas has been particularly active: (i) reducing natural disasters, with joint activities by the OAS Unit for Sustainable Development and Environment

(USDMA) and the Caribbean Disaster Emergency Response Agency (CEDERA); (ii) tourism development, between the Inter-Sectoral Unit on Tourism (UTUR) and the Caribbean Tourism Organisation; (iii) the environment, featuring activities and projects conducted jointly with the Unit for Sustainable Development and Environment, and (iv) integral development, through the IACD.

United Nations

Uppermost on the agenda of cooperation between the United Nations and the OAS in the past year was again the efforts to find a solution to the political difficulties in Haiti. Information has been shared with the official in charge of OAS affairs at the United Nations and the Director of the Americas Division. In August, the OAS Special Envoy, Terence A. Todman, traveled to New York and met with the UN's Assistant Secretary-General for Political Affairs and other UN officials to discuss what the previous experience had been with similar missions in Haiti. A representative from the United Nations attended the thirty-third regular session of the OAS General Assembly in Santiago, Chile. The OAS General Secretariat has also kept up the cooperation between sector-specific departments of the OAS General Secretariat and their counterparts at the United Nations. As a result, projects have been conducted with the United Nations in a number of institutionally related areas, including assistance on a number of environment-related projects, which are supported by the Unit for Sustainable Development and Environment, and projects in the area of landmine removal, governance, and democracy, which are supported by the Unit for the Promotion of Democracy (UPD). The Secretary General attended the meeting of regional organizations that UN Secretary-General Kofi Annan organized. In fact, Secretary General César Gaviria chaired parts of this meeting during the month of July. The Organization of American States and the United Nations have also worked together to find a solution to the political difficulties in Venezuela, and on implementation of the Peace Accords in Guatemala.

Other organizations

The Organization of American States (OAS) has continued to look for programs and projects in partnership with other regional organizations with which it has formal cooperation agreements. These include the following: the Inter-American Institute for Cooperation on Agriculture (IICA); the Association of Caribbean States (ACS); and the Secretariat of the Central American Integration System (SICA). In the case of the ACS, the support has been reciprocal and both institutions have sent representatives to each other's annual meetings. Pursuant to a resolution adopted by the General Assembly, the OAS has partnered with the ACS on joint initiatives in substantive areas of cooperation. There were talks with ACS officials on the occasion of the regular session of the General Assembly held in Barbados. PAHO, IDB, IICA, and the Pan American Development Foundation take active part in the Inter-American Committee on Natural Disaster Reduction and partner with the GS/OAS in responding to natural disasters and reducing natural hazards, which has made the cooperative activities and the inter-American system as a whole that much more effective.

**EXECUTIVE SECRETARIAT FOR INTEGRAL DEVELOPMENT/
INTER-AMERICAN AGENCY FOR COOPERATION AND DEVELOPMENT**

Under Article 98 of the Charter of the Organization, the Executive Secretariat for Integral Development (SEDI) is entrusted by the Inter-American Council for Integral Development (CIDI) with programs, projects, and activities in partnership for development. The Inter-American Agency for Cooperation and Development (IACD) is a subsidiary body of the CIDI, which determines the IACD's policies and guidelines at its regular and special meetings and at the sectoral meetings at the ministerial or equivalent level in its areas of competence. The IACD was established by the General Assembly in June 1999 and was launched in January 2000. Its purpose is to promote, coordinate, manage and facilitate the planning and execution of programs, projects and activities in partnership for development in the OAS, in accordance with the Strategic Plan for Partnership for Development.

In 2003, the IACD continued its efforts to build its capacities to implement high-quality development projects that are responsive to the vital development needs of the member States, and to better position the countries to raise external financing and to be more resourceful and effective in managing their resources.

The following activities are representative of the main thrusts of activity during this period: the successful initial phase of the Educational Portal of the Americas, to bring distance learning opportunities to the poorest and most underserved rural areas of the Hemisphere; the growth of the Fellowships and Training Program, which saw a large increase in the number of fellowships awarded in 2003; consolidation of the Government Best Practices Program, whose purpose is to encourage horizontal cooperation among the governments of the region; various agreements with the private sector; and the strengthening of the Special Multilateral Fund of the Inter-American Council for Integral Development (FEMCIDI).

Another area of responsibility is development policy. There, the IACD continues to work with the units of the OAS General Secretariat on their joint commitments to provide support to the ministerial meetings held under the umbrella of CIDI. It was particularly involved in the preparations for and conduct of the regular meeting of CIDI, the meetings of the Inter-American Committees, and the Ministerial Meetings in the areas of tourism, labor, education, culture and social development.

The Trust for the Americas also falls under the IACD umbrella. The Trust is a non-profit foundation with 501c(3) status. 2003 was a particularly successful year for the Trust, as it raised around two million dollars for social development projects across the hemisphere. These funds are contributions and donations from the public and private sectors. More detailed information about the Trust for the Americas is available in its section of this report.

Technical Cooperation

Special Multilateral Fund of the Inter-American Council for Integral Development (FEMCIDI)

FEMCIDI Execution 2003. A total of 154 project profiles were received in the 2003 FEMCIDI programming round. As of May 31, the deadline for the member States to make their contributions and specify how those contributions were to be divided among the accounts, pledges to FEMCIDI for 2003 totaled US \$8,228,916.61. As in years past, the number of projects submitted and the amount of funding requested far exceeded the amounts pledged, which meant that some projects had to be left out, not just because their technical quality was not up to standard but also because the resources to fund them were lacking.

The project profiles that met the established selection requirements were sent on to the members of the Nonpermanent Specialized Committees – CENPES 2002 and to the specialized units and offices of the OAS General Secretariat, to request their technical opinions on the proposals. The Executive Secretariat took those opinions and the pledge level available in each sector account to identify those project profiles that, judging by their technical merits, could best serve the development needs of the member States. The result was that 134 projects submitted by 33 countries were included in the Preliminary Proposed Programming. The VI Meeting of the CENPES then examined the proposed programming, giving 100 projects a favorable recommendation.

At its Eleventh Meeting, held November 20, 2003, the IACD Management Board approved the Programming of Activities in Partnership for Development FEMCIDI 2003. That programming includes 98 of the projects recommended by the CENPES, plus one more project whose addition was approved by the Management Board. The total amount approved for project execution was US \$9,226,346, distributed as follows:

SECTOR ACCOUNT	NO. OF PROJECTS	APPROVED AMOUNT (US\$)
Trade	10	798,602
Social Development	13	937,289
Education	27	3,026,117
Culture	4	131,843
Science and Technology	22	2,047,984
Democracy	6	382,569
Tourism	6	761,406
Environment	10	1,012,842
TOTAL	99	9,226,346

FEMCIDI Execution 2002. In the first months of the year, execution got underway on the 93 projects recommended by the CENPES at their meeting of October 2002 and approved by the IACD Management Board in November 2002, for a total of US \$6,549,094. The following itemizes the distribution of those projects by sector account:

SECTOR ACCOUNT	NO. OF PROJECTS	AMOUNT APPROVED (US\$)
Trade	8	695,000
Social Development	18	848,712
Education	23	1,631,565
Culture	5	153,518
Science and Technology	21	1,598,245
Democracy	5	412,373
Tourism	4	438,316
Environment	9	771,365
TOTAL	93	6,549,094

New Cooperation Mechanisms (Best Practices)

One of the objectives targeted under the IACD Business Plan is to institute new project-development procedures by applying the best practices that exist in the countries of the Americas and elsewhere. The new procedures must also open avenues to private sector and civil society participation in the inter-American initiatives in technical cooperation and training.

The programs that have been developed target the following objectives: helping governments identify opportunities to take action, lessons learned and best practices in government procurement, electronic government, municipal development and occupational health and safety – corporate social responsibility; the development of technical cooperation and training programs with the best practices institutions; preparation of projects that apply best practices; finding co-funding to build up institutional capacities and to prepare projects that apply best practices, working with institutions in the public and private sectors.

The IACD's efforts to forge partnerships with the private sector began to bear fruit in the form of sizeable contributions from private entities that helped to further the development objectives of the OAS member States. The contributions went directly to the governments as contributions in kind (services, product licenses, training, and so on), valued at some US\$ 11.12 million. Salient among these are the following: the agreement with Microsoft (a grant of some 6 million) on issues relating to municipal development, government procurement and tele-center management; the agreement with Stewart Tile (US\$1.5 million) for issues related to cadastre, property registration and property taxation; the agreement with Axesnet (for just under US\$ 1 million) on municipal development.

E-Government and Government Procurement Program

The IACD-OAS E-Government Program serves as a catalyst for initiatives in e-government in Latin America and the Caribbean and provides the governments of these regions with comprehensive support at every stage of the process of introducing electronic government. In 2003, more than 200 people were trained in the basics of e-government via the Educational Portal of the Americas. Through its E-Gov Best Practices Forum, the IACD and directors and leaders of e-government in

Chile, Canada and Brazil have shared their successes and the lessons learned.

Thanks to support from FEMCIDI and in partnership with the Institute for Connectivity in the Americas, representatives of various countries in the region got an in-depth understanding of Chile's e-government and government-procurement practices. Finally, steps were taken to begin implementing the agreement with Microsoft to offer municipal portals to strengthen the e-government capability of various municipalities in the region and to offer State-procurement solutions patterned after the Brazilian experience.

Municipal Development Program

This program's objective is to provide technical assistance and training to municipalities in the member States, to improve the administrative and technical means they have available to provide services related to cadastre and registration and electronic government.

On the subject of e-government, partnerships have been cultivated with businesses in the private sector –specifically Microsoft and Axesnet- to promote the use of e-government tools, particularly municipal portals and procurement systems. Support has been provided to a number of institutions to help them devise an e-government strategy. A number of municipal officials from the region took part in the e-government course that the IACD gave via the Educational Portal of the Americas. There has been a direct exchange among institutions on the subject of property registration and more than 100 participants took part in a regional workshop conducted for municipalities in the Andean region. As a result, a number of the participating municipalities have put together profiles for modernization projects, forming a portfolio upwards of US\$ 31 million. The activities in the Andean region have been carried out with the support of the Andean Development Corporation (ADC).

Occupational Health and Safety – Corporate Social Responsibility

In conjunction with the Unit of Social Development and Education, the IACD is developing a program aimed at helping the Ministries of Labor in the region modernize services provided to workers and make those services more efficient.

At the XIII Inter-American Conference of Ministers of Labor (CIMT), a portfolio was presented consisting of 16 consolidated occupational health and safety programs that are based on potential international cooperation activities. With this in mind, the IACD and the USDE have been called upon to coordinate a workshop on occupational health and safety in the context of regional integration processes. The workshop will be held in San Salvador in April 2004. On the partnership front, the IACD has also established a dynamic relationship with the Pan American Health Organization (PAHO/WHO) and the European Agency for Safety and Health at Work (EASHW) with which the Agency signed a cooperation agreement under which the OAS becomes part of EASHW's sophisticated information network. The first project is to develop a joint Web page that will serve as a focal point of occupational health and safety in the Americas.

The program developed by the IACD and *Foro EMPRESA* on corporate social responsibility was approved by the IDB's Multilateral Investment Fund (MIF) and the Canadian International Development Agency (CIDA). The program will build up expertise and infrastructure in this area in four pilot countries of the region (Brazil, Peru, El Salvador, Chile) and will begin in 2004. The IACD

also organized a session on corporate social responsibility during the XIII CIMT to inject this issue into the ministers' political dialogue. The IACD also co-sponsored a seminar in the Caribbean region to further this issue.

Development Of Human Potential

Fellowships and training

Through the IACD the OAS administers one of the region's largest multinational programs for postgraduate and undergraduate fellowships and fellowships for specialized professional refresher training, in educational and training centers in the OAS member States and permanent-observer States. In 2003 this program, which is managed by the Department of Fellowships and Training, provided more than 1200 fellowships for classroom or distance education, which went to deserving individuals in the OAS member States.

New Initiatives: To increase opportunities for educational and professional development, the Department of Fellowships and Training has introduced a number of new initiatives designed to expand the traditional OAS fellowship program by using its resources more resourcefully and to greater effect and marshaling external resources. The introduction of electronic fellowships for distance studies, the ecology fellowship program conducted in conjunction with the Fulbright Program, alliances with universities in the member States and permanent observer States of the OAS have significantly lowered the cost of each fellowship that the OAS awards, which has in turn generated a greater number of educational and professional-development opportunities. To lower costs even more, efforts are being made to establish alliances with any national fellowship programs that might exist in the member States, to increase contributions from the observer States' development agencies, to raise funding through grants and to establish partnerships with corporations in the member States.

Consortium of Universities. One of the most effective initiatives implemented has been the formation of a broad consortium of universities that collaborate with the OAS in co-sponsoring fellowships and training programs. This has multiplied the OAS fellowship program's funds by leveraging them with the resources of the universities that participate in this consortium. To date, agreements have been signed with more than 40 universities in Brazil, Canada, Chile, Costa Rica, Ecuador, Mexico, Peru, the United States, Uruguay and Venezuela. Negotiations are currently in progress with universities in Argentina, Guatemala and the University of the West Indies.

Capital Fund for the OAS Fellowship Programs. Establishment of a capital fund for the fellowships program and approval of the Statutes of the Capital Fund for OAS Fellowship and Training Programs, based on resolution AG/RES. 1460 (XXVII-O/97), is another important OAS initiative to open up opportunities for educational and professional development. This fund is designed so that the interest generated will be used to support the objectives, procedures and practices of the OAS Fellowship Programs. The fund currently has US\$5.5 million, consisting of OAS resources and contributions from member States. When the Statutes for this Fund were approved the OAS' Inter-American Council for Integral Development (CIDI) instructed the General Secretariat to set up other fellowship funds, with contributions from external sources. It also instructed the General Secretariat to encourage the member States and the observer States to make contributions to finance growth of the OAS Fellowship and Training Programs – including, *inter alia*, contributions to the Capital Fund for OAS Fellowship and Training Programs.

Corporate Fellowships Program. In response to the mandate to raise funds from outside sources, the Department of Fellowships and Training designed the Corporate Fellowships Program –created to establish partnerships with the private sector by enlisting them in activities that underscore corporate social responsibility. The program is innovative and highly flexible, as it combines the Organization’s vast administrative network with resources from corporations and individuals, in a training effort that takes into consideration the countries’ development needs and the interests of the participating corporations. In June 2003, the OAS Secretary General and the President of Chile signed a cooperation agreement to promote this initiative with Chile’s private sector. This has opened doors to new contacts in that sector and is the first of a series of similar initiatives that the OAS plans in other countries.

Fellowships for Academic Studies. Every year, the OAS Fellowships and Training Program maintains over 500 fellowships for long-term academic studies and research in universities throughout the region. The studies are to be in the priority areas of the OAS and CIDI, namely: Social Development and Generation of Productive Employment, Economic Diversification and Integration, Open Markets and Market Access, Scientific Development and the Sharing and Transfer of Technology, Strengthening of Democratic Institutions, Sustainable Tourism Development, Sustainable Development and Environment, and Culture.

a) Postgraduate Fellowships: This Program grants fellowships for postgraduate studies (master’s or doctorate) in institutions of higher learning in the region. The number of students pursuing advanced degrees who have been recipients of these OAS fellowships has been increasing steadily. Nevertheless, the demand for educational opportunities to provide the human resources needed to strengthen institutional capacities in new areas is growing exponentially. This issue is one that the Summits of the Americas have devoted particular attention to, and has also been addressed in OAS mandates. In 2003, the OAS awarded a total of 505 fellowships for postgraduate on-campus studies in institutions of higher learning: of these, 333 were new fellowships and 172 were extensions of existing fellowships. That represents a 45.1% increase over the 2002 figure.

b) Undergraduate Fellowships: This program awards fellowships to eligible students to complete the last two years of undergraduate education for a bachelor’s degree or the equivalent and applies to the English-speaking countries of the Caribbean. Resolution AG/RES. 1387 (XXVI-O/96) extended the benefits of this program to Costa Rica, the Dominican Republic, El Salvador, Guatemala, Haiti, Honduras, Nicaragua, Panama, Bolivia, Ecuador and Paraguay, provided funding from outside sources was obtained. In 2003, the OAS awarded 49 undergraduate for on-campus undergraduate studies: of these 25 were new fellowships, while the remaining 24 were extensions.

Professional Development Fellowships. The professional development fellowships are opportunities to update one’s professional expertise in areas of specialization related to the priority areas of the OAS and CIDI. These fellowships are offered by the governments of the member States and permanent-observer States of the OAS, regional or international organizations, public and private agencies, and institutions of higher learning, through and with OAS co-funding.

These fellowships are either for on-campus or distance training, in programs offered on educational institutions or online, either through the Educational Portal of the Americas and other institutions.

Professional development fellowships are also offered to perform specific programs of studies proposed by the OAS Committees and Inter-American Commissions or by technical units of the General Secretariat to further their respective activities. This type of fellowship is most common in the area of telecommunications, international law, human rights and journalism. In 2003, the OAS awarded a total of 660 fellowships for professional development.

Leo S. Rowe Fund. The Leo S. Rowe Pan American Funds provides interest-free loans to eligible students from Latin America and the Caribbean for undergraduate, graduate and professional development courses in the United States. The Fund also provides loans to OAS staff and their dependents. In 2003, the Fund Committee provided 112 loans to students, for the sum of \$747,264, and 33 loans to OAS staff, for the sum of \$187,959.

In accordance with its Statutes, the Rowe Fund is administered by a Committee of the Permanent Council. Efforts have been made to make management of the loans more efficient and the loans more accessible to deserving students. The Rowe Fund has considered and worked with applicants who have not been able to put up the traditional type of guarantee and that have offered institutions in their countries as guarantors of the loan. In the largest operation of this kind, the General Secretariat signed an agreement with Ecuador's Foundation for Science and Technology (FUNDACYT) and LASPAU, enabling 18 students from Ecuador who came to study in the United States to receive loans from the Rowe Fund.

Training of human resources using new information technologies

In 2003, the IACD helped to train 2,850 students from the region through online and multimedia courses, programs and workshops. The assistance to finance these events –in the form of either total or partial aid- was awarded to 2,600 of the students who participated in the programs, which were offered by way of the Educational Portal of the Americas or the Institute of Advanced Studies of the Americas (INEAM). During this time, approximately US\$ 1,999,900 was received, in cash and in kind, from public and private institutions to promote distance education and professional training in the region.

Educational Portal of the Americas (www.educoea.org). Launched in September 2001, the Educational Portal of the Americas is a tool to strengthen and diversify the training of human resources in the Americas by using the Internet system. The Portal promotes the use of distance education and gives the citizens of this hemisphere access to educational and training opportunities offered by high-caliber institutions. To date, the Educational Portal of the Americas has had just over 100 million visits from 185 countries in the world. Since the time it was launched the number of users has increased at a rate of 18% monthly.

In May 2003, the Portal introduced its Virtual Classroom, a virtual and interactive environment that allows users to participate in educational activities and services similar to those they would have found at a traditional academic institution. Since then, the Virtual Classroom has trained 578 elementary- and secondary-school teachers and principals in a Spanish-language course called "Calidad de la Educación Básica," and another 474 teachers and principals in the Portuguese-language version of the course. Some 210 government officials received instruction in a course titled "Introduction to the Concepts of Electronic Government."

During the year, work got underway on the instructional and multimedia design of other courses to be offered in 2004, including: "Quality in Basic Education" (English version), "Teachers as counselors," "Food Education," and "Mathematical Intelligence." Courses are also being developed in conjunction with the Young Business Trust and with the Inter-American Development Bank.

In the second half of the year, the digital version of *La Educación: Revista Interamericana de Educación Superior* was designed. It will be published online twice yearly and initially will be offered free-of-charge to the users of the region, starting in early 2004.

Negotiations also got underway and/or continued with a number of universities and academic institutions throughout the region, to coordinate activities to strengthen education and professional training in the Americas by using information technology, and to request resources to support training activities for the region. Special emphasis was placed on training activities for the Caribbean region. Specifically, a technical meeting was held with representatives from the English-speaking Caribbean to formulate strategies for the "Quality in Basic Education" course to be offered via the Portal's Virtual Classroom in mid 2004.

The Portal received more than 11,000 inquiries, which were answered promptly.

Institute of Advanced Studies for the Americas (INEAM). The Institute of Advanced Studies for the Americas (INEAM) is an IACD initiative to better train our human resources by using the new information technologies. Specifically, INEAM is a virtual campus that offers education and professional training that takes a multisectoral and interdisciplinary approach.

In 2003, the OAS Institute of Advanced Studies for the Americas (INEAM) established its Board of Directors (*Consejo Directivo*), composed of the following members: Patricio Aylwin Azócar, former President of Chile; Eugenio Beaufrand, Vice-President of Microsoft for Latin America; Cristovam Buarque, former Minister of Education of Brazil; Lawrence D. Carrington, Pro-Vice-Chancellor and Director of the School of Continuing Studies of the University of the West Indies, Jamaica; Leonel Fernández, former President of the Dominican Republic and President of the Global Fund for Democracy and Development (GFDD); Rafael Rangel Sostmann, President of the Technological and Higher Studies Institute of Monterrey (ITESM), Monterrey, Mexico; Viviane Senna, President of the Ayrton Senna Foundation, San Paolo, Brazil; and Fernando Villalonga, President of the Telefónica Foundation, Madrid, Spain.

INEAM also installed the Inter-American Committee for Educational Evaluation and Accreditation to advise the Inter-American Organization of Higher Education and the IACD regarding the academic quality of the distance education programs offered by universities and higher education institutions in the region, so that they can be recognized and certified by INEAM. This committee comprises persons of high academic standing in the field of inter-American education and accreditation.

Within the INEAM framework, the IACD sponsored Virtual Educa 2003, the Fourth International Conference on Education, Professional Development, and New Technologies. The Conference was held in Miami, Florida, in June 2003 and was attended by 1,215 participants from Latin America, Europe, and the United States. It afforded educators and business leaders an opportunity to analyze the impact of ICTs and e-learning on education and society. Preparations also got underway for Virtual Educa 2004, to be held in Barcelona, Spain in June.

A major effort was also made last year to elicit external funding from public sector and private sector donors in order to guarantee the sustainability of the Portal. This involved preparing financing proposals, letters of intention, communications, as well as visits to over 150 foundations, NGOs, and other private sector entities. However, to obtain external funding there has to be a strong group of experts in this field. Consequently, efforts were made to establish a 501c3, a structure similar to that of a donor foundation to attract and foster the participation of leading specialists in this area and to facilitate the making of grants for the activities of both the Educational Portal of the Americas and the Institute of Advanced Studies for the Americas (INEAM)

SECRETARIAT FOR LEGAL AFFAIRS

The Secretariat for Legal Affairs assists the Organization's organs by preparing studies, documents and legal opinions and by providing technical secretariat services. It collaborates in the preparation of treaties, agreements, and other international instruments and is in charge of legal procedures related to the signing of those agreements and deposit of the instruments of ratification when the General Secretariat is depository. It also provides technical and secretariat services to the Inter-American Juridical Committee and to the Administrative Tribunal. The Secretariat was reorganized under Executive Order No. 96-4 of May 13, 1996. It now focuses on three areas: development of public and private international law, cooperation activities on law-related matters, and information and dissemination in matters of law. On July 31, 2002, the Secretary General of the Organization issued Executive Order No. 02-08, related to the establishment of a "Technical Secretariat for Legal Cooperation Mechanisms," to replace the Department of Legal Cooperation and Information. Therefore, the Secretariat for Legal Affairs is now composed of the Executive Office of the Assistant Secretary, the Department of International Law, the Technical Secretariat for Legal Cooperation Mechanisms and the Secretariat of the Administrative Tribunal.

Executive Office of the Assistant Secretary for Legal Affairs

The Executive Office of the Assistant Secretary for Legal Affairs focused on its main functions of supervising, planning, providing advisory services and coordinating and managing the legal affairs area.

One of this Office's main functions and responsibilities is to help develop and codify all areas of international law in the inter-American realm by formulating recommendations, conducting studies and legal activities. This Office thus contributed to the codification of international law and to development in the area of legal cooperation and information.

The Office supported and supervised the administration of the Secretariat of the Administrative Tribunal (TRIBAD). As indicated in the Secretary General's Annual Report for 2002, the Secretariat for Legal Affairs was reorganized under Executive Order No. 02-08. The fundamental purpose of the reorganization was to adjust the functions of the then Department of Legal Cooperation and Information by establishing the Technical Secretariat for Legal Cooperation Mechanisms, which is charged with providing legal services to the various mechanisms created within the Organization to provide services and strengthen legal cooperation activities that the member States conduct through various entities or mechanisms. These include the Meetings of Ministers of Justice or of Ministers or Attorneys General of the Americas (REMJA) and the groups of government experts, whose conclusions and recommendations it helps to implement; the Follow-up Mechanism for the Implementation of the Inter-American Convention against Corruption (Anti-corruption Mechanism); the Consultative Committee of the Inter-American Convention against the Illicit Manufacturing of and Trafficking in Firearms, Ammunition, Explosives and Other Related Materials (CIFTA Committee), and the Inter-American Committee Against Terrorism (CICTE).

In the activities it carried out related to its function of contributing to the development and codification of international law, this Office has participated in a number of conferences and meetings held on

issues that figure on the OAS' own juridical agenda, and has prepared a number of publications and papers aimed at highlighting the constant juridical development work that the OAS conducts.

In the period covered in this report, the Office of the Assistant Secretary published an article in Fordham International Law Journal on the Inter-American Convention Against Terrorism: "Preventing, Punishing and Eliminating Terrorism in the Western Hemisphere: A Post 9-11 Inter-American Treaty," 26 Fordham Intl L.J. 1619 (June 2003). Other papers included:

"In Defense of Democracy," an article slated for publication in 2003 in the University of Miami's Inter-American Law Review.

The New Inter-American Themes in Private Law in the Area of Commercial, Financial, and Environmental Law: Results of the OAS' Sixth Inter-American Specialized Conference on Private International Law, currently being edited and to be published in early 2004.

Presentation at the First Meeting of National Points of Contact of the Inter-American Committee Against Terrorism, held in Washington, D.C., in July 2003.

Some Trends in International Law in the Early XXI Century, International Law Workshops, Lima, Peru, November 2003.

- The Organization of American States (OAS) and the Struggle against Terrorism: The Inter-American Convention Against Terrorism and the Inter-American Committee Against Terrorism (CICTE), October 2003.
- The Inter-American Experience in Modernizing and Improving Justice in the Americas, April 2003, Panama City, Panama.

To that same end, i.e. furthering the development and codification of international law, this Office has taken part in a number of international events to publicize and promote the OAS' activities in the area of law and to disseminate its juridical activities through that kind of participation and through activities carried out in coordination and cooperation with other international organizations and domestic organizations in the member States.

The Executive Office of the Assistant Secretary attended and provided legal services to the plenary and General Committee of the thirty-third regular session of the General Assembly, held in Santiago, Chile, June 2003.

The Office provided technical support to the first regular session of the Inter-American Juridical Committee, held in Rio de Janeiro in March 2003, and its second regular session, held in August of that year. At those sessions, legal advisory services were provided on topics related to the Committee's agenda: applicable law and competency of international jurisdiction in cases involving extra-contractual civil liability; cartels under competition law in the Americas; the Seventh Inter-American Specialized Conference on Private International Law – CIDIP-VII; improvement of the systems for the administration of justice in the Americas; access to justice; the International Criminal Court; juridical aspects of inter-American security; application of the Inter-American Democratic Charter; preparation of a draft inter-American convention against racism and all forms of discrimination and intolerance; freedom of information: access to and protection of personal data and information; and legal aspects of compliance within the States with decisions of international courts or tribunals or other international organs with jurisdictional functions.

The Office of the Assistant Secretary participated in the International Law Workshops held in Lima in

November 2003. There it presented the document titled “Some Trends in International Law in the Early XXI Century” and another on the results of the workshops.

This Office participated in various meetings and seminars, including the following: the Fourth Preparatory Meeting of the Third Regular Session (CICTE), January 21 to 25, 2003, San Salvador, El Salvador; Meeting on Modernization of Panama’s Justice System, April 9 through 13, 2003, Panama City, Panama; OAS Meeting on Mutual Legal Assistance in the Hemisphere, Ministers of Justice, April 30 – May 2, 2003, Ottawa, Canada; Meeting of the Group of Government Experts on Cyber-Crime, June 23 and 24, 2003, Washington, D.C.; First Meeting of the National Points of Contact of the Inter-American Committee Against Terrorism (CICTE), Washington, D.C., July 15, 2003; Symposium on bijuralism, Department of Justice, Toronto, Canada, October 16 and 17, 2003; Special Conference on Security, Mexico, D.F., October 27 and 28, 2003; United Nations – Sixth Committee, Legal Matters, New York, November 3 through 5, 2003; National Conference “Inter-American Convention Against Corruption and its application in Suriname,” Paramaribo, Suriname, December 13 through 15, 2003; and the I Congress of Culture and Comparative Legal Systems, Mexico, D.F., February 9 through 14, 2004.

This Office also provided advisory assistance on specific matters to various bodies of the OAS Permanent Council. The following are mentioned by way of example: amendment of the Statute and Rules of Procedure of the Permanent Council; amendment of the Statute and Rules of Procedure of CICTE; the work of the Committee on Hemispheric Security; coordination between the Secretariat for Legal Affairs and the Justice Studies Center of the Americas; and the Working Group on Terrorism.

The Office of the Assistant Secretary for Legal Affairs renewed the agreement to continue liaison between the OAS and the American Bar Association’s Section on International Law and Practice. It also agreed to maintain a formal relationship with the Council of Europe’s Legal Affairs Office.

Lastly, the Office of the Assistant Secretary has maintained contacts, cooperative relations, liaison activities and exchanges with numerous institutions, including the following: Georgetown University, George Washington University, American University, American Society of International Law, American Law Institute (ALI), the World Bank’s Legal Counsel, the Inter-American Bar Association, the North South Center and the American Bar Association, International Law and Practice Section, *Panel “Visión Futura de América Latina”*, the CATO Institute, and the Annual Meeting of the American Society of International Law. This Office has always cooperated actively with the General Secretariat’s Internship Program and has selected a number of attorneys.

Department of International Law

Advisory services to the organs, agencies and entities of the Organization

In 2003, the Department of International Law provided advisory and legal services in the field of public and private international law to the General Assembly at its thirty-third regular session, held in Santiago, Chile in June 2003, to the Permanent Council and its Committees on Juridical and Political Affairs (CAJP) and Hemispheric Security, and on the statutes, regulations and rules of procedure governing those bodies.

The Department of International Law advised the CAJP with regard to the American Declaration on the Rights of Indigenous Peoples, Human Rights Defenders, the Inter-American Program for the Development of International Law, the follow-up activities on the Model Inter-American Law on Secured Transactions and Uniform Through Bills of Lading for the International Carriage of Goods by Road, preparations for the Seventh Inter-American Specialized Conference on Private International Law, the study on the rights and the care of persons under any form of detention or imprisonment, prevention of racism and all forms of discrimination and intolerance, protecting human rights and fundamental freedoms while countering terrorism, access to public information and strengthening democracy, the international program of cooperation to prevent and remedy cases of international abduction of minors by one of their parents, the study on individuals' access to the Inter-American Court of Human Rights and the evaluation of the performance of the inter-American system to protect and promote human rights so as to improve it and strengthen it.

Special note should be made of the advisory assistance that the Department is providing on the preparations for the next Inter-American Specialized Conference on Private International Law (CIDIP-VII) convoked by the General Assembly at its most recent regular session. It has been particularly helpful in the process whereby the agenda topics that that meeting will address begin to be determined. Extensive studies have been done that organize the current status of the *travaux préparatoires* of the American Declaration on the Rights of Indigenous Peoples.

In the Committee on Hemispheric Security, this Department provided advisory assistance with preparations for the Special Conference on Security held in Mexico, October 27 and 28, 2003, in particular the final report, the final declaration and the reports of the rapporteurs of the General Committee and the Plenary. The frame of reference of these advisory services was the *Declaration of Bridgetown: The Multidimensional Approach to Hemispheric Security*, adopted at the thirty-second regular session of the General Assembly, held in Barbados in June 2002.

As Secretariat of the Inter-American Juridical Committee, in 2003 the Department of International Law provided technical and administrative support during the two regular sessions the Committee held in 2003, the first in March and the second in August. It prepared the annotated agenda for each session, in which it did a history of each item included on the Committee's agenda. It also drafted documents containing a summary of the General Assembly's mandates to the Committee. The Department provided its assistance when the respective draft resolutions were drawn up. It collaborated in publishing the reports presented by the Committee members and compiled summaries recounting the proceedings of the Committee's meetings. It was also charged with preparing the Committee's Annual Report to the OAS General Assembly. During the Committee's recess, the Department assisted with the work of the rapporteurs in developing their respective topics; it

organized the Committee members' participation as observers at various forums and carried out the mandates contained in the Committee's resolutions and decisions. It collaborated on all matters related to the organization of the Committee's centennial, which will be in 2006, and on implementation of the Agreement between the Government of Brazil and the OAS General Secretariat granting a portion of the space in Itamaraty Palace to the Inter-American Juridical Committee. The Department of International Law also assisted the Permanent Council's Committee on Juridical and Political Affairs with preparation of its observations and recommendations on that body's annual report of its 2002 activities. It collaborated in the organization of the Fifth Joint Meeting with the Legal Advisors of the Ministries of Foreign Affairs of the OAS Member States, held during the Inter-American Juridical Committee's LXIII regular session, August 25 and 26, 2003.

Development of International Law

In compliance with the mandates regarding the Inter-American Program for the Development of International Law and acting within the boundaries of the competencies and functions of the Department of International Law, the latter organized and/or participated in the following activities during the period covered in this report.

International Law Course. The Department of International Law, in conjunction with the Inter-American Juridical Committee, organized the XXX International Law Course, held from August 4 through 29, 2003. In attendance were some 24 professors from various countries of the Americas and Europe, 29 OAS fellowship recipients chosen from over 70 applicants, and 25 students who paid their fees out-of-pocket. The course's main theme was "International law and maintenance of international peace and security". The course was held at the *Centro Empresarial Rio*, Rio de Janeiro, Brazil. The Department of International Law prepared the course announcement and program, contacted the respective professors and arranged their transportation and stay in Rio, selected the fellowship recipients, provided them with all the information needed to participate and with academic and personal support during their stay in Rio, and evaluated their performance to obtain the respective certificate of completion.

International Law Workshops. From November 17 through 20, 2003, Lima, Peru was the site of the International Law Workshops. The Department of International Law organized the event in conjunction with the Peruvian Foreign Ministry's Diplomatic Academy.

Participating in the workshops were 13 professors of international law from Peru and abroad. The work program featured the following topics: private international law; public international law; challenges on the XXI century horizon (integration, human rights, the inter-American system, general public international law) and looked at the method of instruction used in programs in public and private international law and how these programs should be modernized.

Legal Publications

During the period covered in this report, the Department of International Law edited, published and circulated the following volumes pertaining to the activities described here:

- *XXIX International Law Course*, held in August 2002. Its central theme was "Natural Resources, Environment and International Law." The volume is composed of 15 papers (554

- pages).
- *International Law Workshops*, Florianópolis, Brazil, December 2002. This is a collection of the papers presented and the subsequent debates among the professors of public and private international law, and the final conclusions and recommendations (520 pages).
- *Thematic Series on International Law Courses: Private International Law in the Americas (1974-2001)*. This volume contains the lectures delivered from 1974 to 2000 on the inter-American system. The volume is in two parts and has five articles grouped by author. A chronological index and a topic index appear at the end of the second part (the volume has 2278 pages).

Information online and on CD-ROM

Information online

The Department of International Law inaugurated its Internet page with relevant information on the Department's areas of work and the activities of the Inter-American Juridical Committee.

Spanish:www.oas.org/dil/esp/Departamento_de_Derecho_Internacional.htm;

English:www.oas.org/dil/Department_of_International_Law.htm

CD-ROM

A third edition was put together of the CD-ROM containing information on the activities of the Secretariat for Legal Affairs (Office of the Assistant Secretary, Technical Secretariat for Legal Cooperation Mechanisms, the Administrative Tribunal and the Department of International Law) and the Department of Legal Services.

Model Assemblies

The XXII Regular Session of the OAS Model Assembly for universities was held in Querétaro, Mexico, March 23 through 28, 2003. The Department of International Law sent an attorney as part of the team of consultants in charge of reviewing the draft resolutions and following the debates. The Department also participated in the XXIII Session of the Model Assembly for Secondary Schools, held in Washington, December 3 through 6, 2003.

Participation in international forums

The attorneys from the Department of International Law gave presentations at a variety of forums. Their purpose was to describe the juridical activities carried on within the Organization:

- Meeting of the Central American and Caribbean Basin Inter-Parliamentary Commission on International Issues, Economic Matters, Regional Integration and Peace (San Salvador, El Salvador).
- I Meeting of the Inter-Parliamentary Forum of the Americas, Special Group on Terrorism (Mexico, D.F.)
- XI South American International Meeting on Law (Florianópolis, Brazil)
- Annual Seminar of the Mexican Academy of Private International Law (Tijuana, Mexico)
- Annual Meeting of the International Law Section of the American Bar Association

- (Washington, DC)
- Course on the International Standards in Search and Seizure, *Universidad Nacional Autonoma de México* (Mexico, D.F.)
- OAS Model Assembly, Querétaro, (Mexico, D.F.)

Inter-American Treaties and Bilateral Cooperation Agreements

Under Article 112.f of the Charter of the Organization, the General Secretariat is depository of the inter-American treaties and agreements and of their instruments of ratification. Also, under Article 112.h, the General Secretariat is to establish relations of cooperation, whenever the General Assembly or councils so decide, with the specialized organizations and other national and international bodies.

Under Executive Order No. 96-04 of May 1996, concerning reorganization of the Secretariat for Legal Affairs, one of the functions of the Department of International Law is to be the depository of the inter-American multilateral treaties, which is one of the General Secretariat's responsibilities under the Charter of the Organization.

The Department of International Law is also depository of the bilateral agreements that the organs of the OAS conclude with the member states or with other inter-American agencies or national entities in the member countries or observers, as well as agreements signed between member states where the General Secretariat is the designated depository.

In the case of inter-American multilateral treaties, in the 2003 the Department made certain that the formalities and procedures required for signature, deposit of instruments and/or accession, formulation of reservations and other statements, denunciation and other legal actions such as designation of the central authority vis-à-vis inter-American multilateral treaties, were observed. The procedures carried out involved taking requests from the member states, reviewing the documents presented (full powers, instruments of ratification and/or accession), coordinating with the Protocol Office, the Secretary General's Office, the Office of the Assistant Secretary General, and the Public Information Office for purposes of the respective ceremony, preparation of minutes and speeches, making a record of the act, and notifying the member states and interested organs and agencies.

Legal advisory services were provided to representatives of the member States and to the organs, agencies and other entities of the Organization on the question of the formalities and procedures involved. In 2003, the Department participated in 2 signings, 28 deposits of instruments of ratification and accession, and 9 designations of central authorities.

The Department also prepared certifications and supplied up-to-date and complete information on those treaties (their texts, current status of signature and ratification, and so on) at the request of the governments of the member states, the permanent missions and observers to the OAS, organs, agencies, and entities of the Organizations, offices of the OAS General Secretariat in the member states, other governmental and nongovernmental international organizations and private individuals in general and also by way of its Internet page.

In the case of bilateral agreements, in 2003 the Department of International Law registered 122 cooperation agreements concluded during the period, in a variety of areas. In most cases, the Department did a final review of the bilateral cooperation agreement before it was signed.

During the period covered in the present report, changes have been recorded in inter-American treaties for which the General Secretariat serves as depository. They appear in Annex C of the present report.

Technical Secretariat for Legal Cooperation Mechanisms

During the period covered in this report, the Office of the Assistant Secretary, Technical Secretariat for Legal Cooperation Mechanisms continued to serve as advisor and technical secretariat of the organs, agencies and entities of the OAS, particularly the Permanent Council's committees and working groups, in those areas within its competence.

Advisory and technical secretariat services were provided to carry out the recommendations of the Meetings of Ministers of Justice of the Americas. The IV Meeting of Ministers of Justice or of Ministers or Attorneys General of the Americas (REMJA) recommended that a number of groups of experts be convened on the subjects indicated below. The first of these groups is the group of government experts in mutual legal and judicial cooperation in criminal matters, including the central authorities for the inter-American treaties on legal and judicial cooperation in this field. That group met in Ottawa, Canada, April 30 through May 2. The second group of experts convened for the Third Meeting of the Government Experts on Cyber-Crime, held at Organization headquarters, June 23 and 24, 2003. Thirdly, the first meeting of the authorities responsible for penitentiary and prison policy in the member States of the OAS was held at Organization headquarters, October 16 and 17, 2003.

A number of documents were adopted as a result of these meetings, containing recommendations or action plans on each topic discussed. Those will be presented to the next REMJA. During those meetings, decisions were made to create and/or strengthen electronic networks for sharing, via the Internet, information and cooperation on the subjects of cyber-crime, mutual legal and judicial cooperation, penitentiary and prison policies and extradition. The Secretariat also created a Web page on REMJA topics, its working papers, decisions and the measures conducted to carry out the recommendations that come from these meetings.

The area continued to serve as Technical Secretariat of the Follow-up Mechanism for the Implementation of the Inter-American Convention against Corruption. This mechanism was adopted by the States parties on June 4, 2001, on the occasion of the OAS General Assembly. The Committee of Experts created as one of the organs of this Mechanism has successfully held its first four meetings. As part of the work slated for the first round of analysis, it approved eight reports from member countries of the Mechanism, on the implementation of those provisions of the Convention that were singled out for this first round.

In addition, the Technical Secretariat has been actively involved in the cooperation activities that support the work being done within the framework of this Mechanism. Particular mention should be made of the activities related to the General Secretariat's program, which is analyzing the laws in effect in every participating country so as to help bring them in line with the commitments undertaken in the Inter-American Convention against Corruption. During the period covered in this report, this program focused on the Caribbean countries and Brazil. Similar forums have been organized in more than 12 South and Central American countries.

The Technical Secretariat has been providing similar support to the Consultative Committee of the Inter-American Convention against the Illicit Manufacturing of and Trafficking in Firearms, Ammunition, Explosives, and Other Related Materials (CIFTA). To assist this Committee's work, advisory and technical secretariat services have been provided to CIFTA and its Secretariat Pro Tempore, especially on those matters aimed at promoting the signature and ratification of the Convention and its implementation in the corresponding domestic laws. A document was prepared, titled "International legal standards and sub-regional juridical instruments related to the provisions of the Inter-American Convention against the Illicit Manufacturing of and Trafficking in Firearms, Ammunition, Explosives, and Other Related Materials." The Technical Secretariat also participated in the Preparatory Conference of the States Parties of CIFTA, organized by the Government of Colombia and held on September 10, 2003, and is currently preparing the working papers for the next Conference of the CIFTA States Parties.

In compliance with the mandates of the Inter-American Program for the Development of International Law, General Assembly resolution AG/RES. 1921 (XXXIII-O/03), the Inter-American System of Legal Information, which operates via a Web page on the Internet, is continually updated and modernized. Its importance is evidenced by the increasing number of visits it receives. In addition to the databases that are part of this system, featuring the complete texts of inter-American treaties and conventions, the status of their signature and ratification, and the various resolutions issued under the OAS system, networks have been created for exchanging information and cooperation in the following areas: extradition, mutual legal assistance, cyber-crime, and prison and penitentiary policies.

In the area of international humanitarian law, the Secretariat and the ICRC participated in a regional workshop on development of legislation on international humanitarian law, which took place in La Antigua, Guatemala, August 27 and 29, 2003. That workshop examined how the national committees for the implementation of international humanitarian law (IHL) were operating, in order to come up with solutions that would make them more effective. The meeting also gave these committees an opportunity to share information and experiences. Also examined there were the current main themes relating to national application of international humanitarian law, such as the implementation of the Rome Statute of the International Criminal Court, with a view to analyzing and strengthening the contribution the national committees make in that area.

In collaboration with the ICRC, preparations are underway for the next special meeting held within the framework of the Permanent Council's Committee on Juridical and Political Affairs, which will take up the topic of international humanitarian law and the International Criminal Court.

SECRETARIAT FOR MANAGEMENT

The Secretariat for Management is in charge of the planning, organization, coordination and general oversight of the administrative activities associated with the program-budget, financial management, personnel management, procurement of goods and services, data processing, buildings and properties, communications, security, assets and management of the General Secretariat's systems and procedures. Under Executive Order 02-7, of July 24, 2002, the Secretariat's services are currently provided by way of the departments of: Financial Services; Management Analysis, Planning and Support Services; Human Resource Services; Technology and Facility Services, and Procurement Management Services.

Office of the Assistant Secretary for Management

The activities of the Secretariat for Management are explained in detail in the report from each of its five departments. Summarizing, however, the principal activities of the Secretariat involved coordinating with Deloitte & Touche Consulting Firm, which conducted a management study; the start of the renovations to the Bolívar Room and the space previously used by the Columbus Memorial Library to store archives; continued cooperation with the member States to find ways to strengthen the Organization within the limits of the budget; and efficient management of the enormous increase in functions associated with specific funds.

Department of Financial Services (DFS)

The financial situation of the OAS is shown in the financial statements that appear at the end of this report, in Appendix E, which includes: a) the Operating and Reserve Subfunds of the Regular Fund, whose budget is approved by the General Assembly, and b) the Specific Funds financed by unilateral or multinational contributions for extra-budgetary activities.

The financial situation of the Organization of American States (OAS) in the following funds, is summarized in the attached statements:

The Operating and Reserve Subfunds of the Regular Fund, whose budget is approved by the General Assembly:

Table 1: Combined Statement Comparing Assets, Liabilities and the Fund's Balance, which shows the Organization's financial situation as of year's end.

Table 2 Combined Statement of Changes in the Fund's Balance, reflecting the results of the financial activity during the year.

The Specific Funds financed by unilateral or multinational contributions for extra-budgetary activities:

Table 3 Statement Comparing Assets, Liabilities and the Funds' Balance, which shows the Organization's financial situation as of year's end, and the Statement of Changes in the Funds' Balances, reflecting the results of the financial activity during the year.

As of December 31, 2003, the financial situation of the Regular Fund remains solid. The Fund's

balance dropped from a record US\$44.5 million in 2002 to an US\$18.9 surplus by the end of 2003. This decline is due to execution of resolution CP/RES. 831/1342/02, "Use of excess resources of the Reserve Subfund for capital investments and to meet OAS mandates," approved by the Permanent Council on November 6, 2002, for US\$21 million and the annual operating deficit of US\$4.6 million.

The following analysis compares the budgetary authorization (appropriations) of the General Assembly and the Permanent Council, the financing provided by the member States and the levels of execution during the year.

Appropriations: At its thirty-second regular session, the General Assembly authorized the General Secretariat to execute \$76 million corresponding to the regular budget, made up of \$73.7 million in member States' quota assessments and \$2.3 million in other income.

Financing and Execution: As of December 31, 2003, the Regular Fund had collected \$71.7 million: \$69.4 million in member States' quota assessments and \$2.3 million in other income. By the close of the period, the General Secretariat had executed activities totaling \$76.3 million, which represents the full approved budget. The net operating effect was a deficit of \$4.6 million.

Financial impact: At the start of the period, the Regular Fund had a total of \$10.6 million in quotas and \$73.7 million in quotas from 2002, for a total of \$84.3 million. After receiving \$69.4 million in quotas, \$69.1 million in quotas from 2003 and \$.3 in quotas from previous years; the member states' debt rose from \$10.6 million to \$14.5 million.

Contributions to the Specific Funds totaled \$70.7 million in 2003.

The Regular Fund remains on a solid financial footing, with a balance of \$18.9 million in the Reserve Subfund, equivalent to 25.0% of the assessed quotas. This is 5% lower than the 30% statutory requirement.

Department of Management Analysis, Planning and Support Services (MAPSS)

Budget

Services continued to be provided to help with the analysis, coordination and formulation of the proposed program-budget, and the Department served as technical secretariat for the Permanent Council's Committee on Administrative and Budgetary Affairs (CAAP). During the analysis and discussion of the program-budget, the Department produced follow-up reports that ultimately led to the draft resolution on the 2004 budget. As required under the General Standards, periodic reports were prepared on execution of the 2003 budget of the Regular Fund. In 2003, quota collections –both current and in arrears- totaled US\$ 69.7 million, significantly below the 2002 level of US\$94.6 million, and more in line with prior years.

Mandates

In compliance with resolution AG/RES. 1974 (XXXIII-O/03) and Article 87(a) of the General Standards, the areas received information online about the mandates. The information covered the period from 1997 to 2003. The areas articulated the results of those activities and the links between the mandates, the activities undertaken and the results obtained.

Management Study

In keeping with resolution CP/RES.831 (1342/02), the Department presented quarterly reports to the Permanent Council on the funds available to finance the management study called for under AG/RES. 1909 (XXXII-O/02) "The program-Budget of the Organization for 2003; Quotas and contributions for the Voluntary Fund for 2003". It also provided the firm of Deloitte & Touche, LLP with technical, administrative and logistical support so that it would be able to effectively compile the needed information. A total of US \$750,000 were paid in fees, plus another US\$20,000 to cover expenses associated with telecommunications, translation and printing of documents, as well as the travel of one consultant to the thirty-third regular session of the General Assembly in Chile.

Management System (OASES)

To support the administrative activities and respond to the needs of those using the OASES system efficiently and promptly, new reports were improved and implemented. The process of integrating the National Offices into the OASES system continued. The migration to the new version of the OASES system and its testing moved forward. It will be implemented in early 2004. The architecture of the system was improved, as were security and auditing mechanisms.

The manuals and procedures employed in administrative analysis and training of General Secretariat staff in the use of the OASES continued to be revised and updated. The Department focused on training needs, so that classes would be included to give instruction on manuals and procedures, including the "Discoverer" tool for preparation of financial reports. A total of 62 training sessions were conducted with 196 staff participating. Some 24 officials from the national offices were trained in the financial applications of OASES. An OASES-based solution was also devised and introduced for service contracting done in connection with conferences and meetings.

Department of Human Resources Services (DHRS)

The DHRS has experienced a substantial increase in requests for assistance from throughout the General Secretariat. It has been able to meet those requests with the resources available. With the increase in the resources in the specific funds, the number of General Secretariat staff increased from 674 to 718 in 2003, generating a significant increase in the volume of operations that the DHRS handles, such as recruitment, competitions for vacancies, classifications, fellowship awards and renewal of insurance. In 2003, there were more than 3,000 such operations.

In addition to the improved efficiency in handling recurring functions, the following are some of the more recent special initiatives.

- The GS/OAS Student Interns Program continued to grow; this year, the Department received

approximately 463 applications. Of these, the various units and departments of the General Secretariat selected 181.

- The Department continued providing assistance with the personnel evaluation system, in the form of training for supervisors in personnel management, communications and planning.
- In the case of training programs, a new reimbursement system was put into place that has increased the maximum educational subsidy for a staff member from US\$ 400 to US\$ 1000. The staff of the General Secretariat has taken advantage of the new rule to get training in computers, language, and project management. With the new educational reimbursement system in place, 88 applications were processed from staff at headquarters and in the national offices. The budget for the staff training program in 2003 was US \$47,417.00.
- The Health Services Unit had around 3,216 visits in 2003 and the physician on duty, contracted through Johns Hopkins University, conducted some 75 medical examinations.
- Human Resources' Oracle module continued to be modernized. During this period, improvements were made to the staffing system and the 11.5.7 version was introduced. In February 2004, the 11.5.8 version will be installed. The designs of programs to computerize all the personnel records have been completed. This is also a pilot experiment for the eventual creation of a "data warehouse" covering the entire General Secretariat.
- This year, the Department completed execution of the project to incorporate a gender perspective into the Organization's institutional policies and programs, which the Government of Canada sponsored. All the objectives were achieved.
- The first competition for continuous contracts was held this year. Some 106 eligible persons applied, and 45 were selected. With this the General Secretariat completed the transition from the old career service to this new mode of contracting.

Department of Technology and Facility Services (DTFS)

The Department of Technology and Facility Services focused its efforts and time on integrating the information technology services, adapting them to fit the physical infrastructure of the buildings of the General Secretariat.

It completed the remodeling of the General Secretariat building on "F" Street, which was officially inaugurated on December 3. While the work was in progress, the regular activities of the General Secretariat were never disrupted and more than 650 users were relocated in their new offices without affecting their work.

The "F" Street building has three modern conference rooms: the Padilha Vidal, the Gabriela Mistral and the Rubén Darío. They are outfitted with simultaneous interpretation equipment in four languages.

As part of the remodeling work, handicap access was added and the security system modernized. Part of the third floor is leased to the Pan American Health Organization (PAHO) and the Inter-American Institute for Cooperation on Agriculture (IICA); the second floor will be leased sometime in the future. On the first floor is commercial space; the OAS Credit Union is already using part of that space.

The remodeling of the Main Building (17th Street and Constitution Avenue) poses significant architectonic and construction challenges because of its age and historical status. The area that the Columbus Memorial Library once used for storage (the north side of the building) was cleaned up and a second floor was added. The first floor will be a room for informal meetings, and will have

telephone, fax and computer access and Internet connection. The second floor will be a multi-purpose room, thereby adding to the amount of space that can be used for meetings in the Main Building. The Information Technology Division (ITD) is overseeing installation of a high-capacity Ethernet network and wireless networks and services.

The planning for the remodeling of the Simón Bolívar Conference Room got underway. Milner and Associates was awarded a contract to be in charge of the project.

ITD provided technical services for automated monitoring, control and management of cases and petitions received by the Inter-American Commission on Human Rights. Fulfilling its mandate of safeguarding information technology resources, ITD worked to strengthen the defenses around the data networks to protect them from viruses and other threats to the security of the information.

Department of Procurement Management Services (DPMS)

The DPMS negotiated sizeable offers from the PADF and the Development Gateway Foundation to occupy space on the second floor of the GSB and for the commercial space at the corner of 19th Street and F Street.

The Department negotiated multiple contracts with a number of firms to do the remodeling of the old archives of the “Columbus Memorial Library” and the Simón Bolívar Conference Room.

It also was in charge of the following tendering: selection of the provider of office supplies for the entire Organization; providing access to the services that the travel office currently manages to an independent agency; selecting the firm to ship and store the personal effects of repatriated staff members.

The Fixed Assets Division did an inventory of over 20,000 pieces of Organization property; it recorded more than 1,100 transactions that, combined, totaled more than \$9,400,000, including the acquisition of over 700 pieces of property and the elimination of over 350 because of disuse; for better control of assets, it implemented the practice of having the National Offices report to the DPMS any procurements of goods costing more than \$500. It also did an inventory of the vehicles registered in the General Secretariat’s name and assigned to operations away from headquarters. It found their registration and insurance to be in proper order.

As for the OASES-related activities, the following stand out during 2003:

- It generated approximately 24,700 lines on purchase orders based on requisitions. This is an increase over the previous year, since the 2002 figure was inflated by the fact that many purchase orders predating the conversion were keyed in again.
- It launched an aggressive system of periodically reviewing obligations, which allowed it to clear more than 10,000 lines of orders. This will lessen the workload at year’s end.

In other activities, the DPMS was instrumental in crafting the procedures for the Secretariat for Conferences and Meetings (SCM); it updated the procurement manuals and participated in training both at headquarters and away. As for the training at headquarters, four procurement courses were given on a regular basis. CPR procedures courses and a course for those who purchased the SCM

were created. As for training away from headquarters for directors and administrative officers, a DPMS representative was included in the group of OASES trainers. Officials at 10 national offices were trained and certified.

Finally, the DPMS headed the OASES Coordinating Group and has taken active part in its focal groups, to solve pending system issues and coordinate future activities.

III. SPECIALIZED ORGANIZATIONS

SPECIALIZED ORGANIZATIONS

Chapter XVIII of the Charter defines the specialized organizations as intergovernmental organizations established by multilateral agreements and having specific functions with respect to matters of common interest to the American States. They enjoy the fullest technical autonomy, but are to take into account the recommendations of the General Assembly and the Councils. This chapter summarizes the reports that the following Specialized Organizations presented pursuant to articles 127 and 91.f of the Charter:

- the Pan American Health Organization (PAHO);
- the Inter-American Children's Institute (IACI);
- the Inter-American Commission of Women (CIM);
- the Pan American Institute of Geography and History (PAIGH);
- the Inter-American Indian Institute (III); and
- the Inter-American Institute for Cooperation on Agriculture (IICA).

PAN AMERICAN HEALTH ORGANIZATION

Established in 1902 by the Second International Conference of American States, the Pan American Health Organization (PAHO) is the inter-American system's specialized organization in health matters and is the World Health Organization's Regional Office for the Americas (AMRO/WHO). Its mission is to "lead strategic collaborative efforts among Member States and other partners to promote equity in health, to combat disease, and to improve the quality of, and lengthen, the lives of the peoples of the Americas." In its efforts to improve health, PAHO targets society's most vulnerable sectors: mothers and children, workers, the poor, the elderly, refugees, and displaced persons. Its priorities are equity for those who do not have access to health and, in keeping with the principles of Pan Americanism, it urges the countries to work together on matters of common concern.

Since February 2003, when the new Director of PAHO, Dr. Mirta Roses Periago, took up her post, work is underway on a reorganization of the Organization aimed at making it more efficient and flexible, and better able to respond to the needs of the peoples of the Americas. Key factors in this transition to a new phase in PAHO's work are the new budget, new working methods, a new structure emphasizing direct support to countries, and a Strategic Plan for 2003-2007.

PAHO focused on areas of regional consensus, strategic partnerships were formed to defend equity and overcome disparities and divides in health status, and reliable data were generated to meet public health goals in the Americas: to create and promote a genuine culture of health, expand healthy environments, guarantee high-quality and safe health care services, provide effective responses to the population's health care needs, and improve understanding and reactions to key aspects of public health.

The Organization continued its emphasis on special population groups—the disenfranchised or victims of discrimination, such as the poor, minority ethnic groups and women, children, and the elderly—by targeting critical issues with an integral approach designed to reduce inequalities and eradicate social exclusion.

44th Directing Council of PAHO

The Directing Council of PAHO met in Washington from September 22 to 26, 2003 in order to discuss the current health situation. The topics included: Primary Health Care in the Americas: Lessons Learned Over 25 Years and Future Challenges; Family and Health; Sustaining Immunization Programs – Elimination of Rubella and Congenital Rubella Syndrome; the Contribution of Integrated Management of Childhood Illnesses (IMCI) to the Attainment of the Millennium Development Goals; Influenza Pandemic: Preparation in the Western Hemisphere; Dengue; and Impact of Violence on the Health of the Populations in the Americas. Another item on the agenda was: Election of Three Member States to the Executive Committee on the Expiration of the Periods of Office of El Salvador, Jamaica, and Uruguay. The newly elected members of the Executive Committee are Argentina, Barbados, and Costa Rica.

The Strategic Plan for 2003-2007

The Strategic Plan for 2003-2007 focuses on three areas:

Population Groups

PAHO will continue to work with member states to identify those groups for whom inequalities in health outcomes or access to health services can be addressed through available, cost-effective interventions. To this end, PAHO will focus on low-income and poor populations, women, children, and ethnic and racial groups, especially indigenous peoples.

Key countries

While PAHO cooperates with all member states, it must give special attention to the Highly Indebted Poor Countries (HIPC), whose high levels of debt re-payment leave little national income for increasing health sector expenditure, as well as other countries whose populations' health status is extremely poor and whose health institutions and infrastructure are extremely weak. PAHO will continue to lead strategic collaborative efforts among countries and partners and maximize wider development initiatives to accelerate health improvements in the most vulnerable countries. The priority countries selected on the basis of these criteria are Bolivia, Guyana, Haiti, Honduras, and Nicaragua.

Priority Technical Areas

The overall goals of PAHO's technical cooperation are to promote health and reduce excess mortality, morbidity, and disability throughout the life cycle, particularly among the poor and other groups that experience inequities in health. To achieve these goals, PAHO will be working in the following areas:

- Prevention, control, and reduction of communicable diseases; PAHO is developing surveillance networks for emerging and re-emerging diseases. PAHO's program continues to include efforts to combat Chagas' disease, dengue, onchocerciasis, lymphatic filariasis, geohelminths, and leprosy as public health problems. It is also highly active in efforts to combat HIV/AIDS, malaria, and tuberculosis.
- Prevention and control of noncommunicable diseases; work is being done on prevention of uterine cervical cancer and of violence.
- PAHO is also applying a multisectoral approach through the CARMEN initiative (the whole set of actions to reduce multiple risk factors for noncommunicable diseases) and IMCI (integrated management of childhood illness). Promotion of healthy lifestyles and social environments; healthy growth and development: including efforts to monitor tobacco use, the development of adolescents, and healthy environments.
- Promotion of safe physical environments: work is being done on improving the health of workers with the "Toolbox for Promoting Healthy Workplaces," especially in the informal sector in Central America.
- Disaster preparedness, management, and response. The Pan American Sanitary Bureau represents the inter-American system in the Inter-Agency Task Force for implementation of the International Strategy for Disaster Reduction. The Bureau is also participating in the

preparation of the Inter-American Strategic Plan for Policy on Vulnerability Reduction, Risk Management, and Disaster Response backed by member states of the OAS. PAHO contributed to the health and potable water sections of the ECLAC Manual for Estimating the Socio-economic Effects of Natural Disasters.

- Ensuring universal access to integrated, equitable, and sustainable health systems. The pivotal areas in PAHO's work on health policies and systems are an extension of social protection in health; reorientation of health sector reforms; strengthening of the steering role of health authorities, and the economics, funding, and regulation of health care. One of the purposes of technical cooperation is to ensure that such processes are firmly rooted in the development, execution, and evaluation of public health policies and national objectives. Promotion of effective health input into social, economic, environmental, and development policies: PAHO organized the conference and workshop on climate change and health effects in the Caribbean. It also organized the Inter-American Environmental Health Information System (SISAM), a dynamic tool for providing countries with an information system covering basic institutional and service quality aspects and facilitating coordination of sectoral initiatives.

INTER-AMERICAN CHILDREN'S INSTITUTE

The Inter-American Children's Institute is a specialized organization that helps create public policy on children's behalf in the Americas, promote the relationship between the State and civil society, and cultivate a critical awareness of the problems affecting children in the Hemisphere.

Based on its Strategic Plan for 2000-2004, the IIN has revamped both its programs and administration.

Thus it has gradually moved toward a new balance between operating expenses and personnel expenses, increasing the number of products, technical tools for designing, monitoring, and evaluating policies and programs, assistance models, and communication tools. The levels of quality, effectiveness, and efficiency attained have induced a significant increase in the demand for IIN services in the region.

In 2003, the IIN carried out 160 activities in 31 countries:

- 119 technical interventions: assistance, training programs, workshops, conferences, courses.
- 41 political interventions: negotiations, agreements, diplomacy, and participation in fora on children's issues.

Many of these activities were conducted from headquarters, such as distance training courses, international competitions, and other forms of "virtual" learning, which have become a regular feature of IIN operations. Special mention should be made of the part played by the www.iin.oea.org website, which is receiving a vastly increased number of visits, and by the following Internet pages, created in order to strengthen specific lines of action: www.cariin.org; www.cetinf.org; www.coordinacion.org.

An effort was made to continue deepening ties of cooperation with civil society organizations as a means of expanding participation, improving quality and efficiency, and optimizing the use of human and material resources in the area of children's issues. In 2003, agreements and arrangements were struck and made covering cooperative efforts and activities with 30 of these civil society organizations in 14 countries.

Coordination and cooperation activities were also carried out with 17 public and private, regional and global international agencies and organizations.

The Area of Communications has greatly boosted the IIN's image in regional media by producing videos and illustrated books and through the services it provides over the Internet. In a new Strategic Plan, an effort will be made to consolidate a real communications strategy for the Institute.

Following a model fostered by the Director General's office, in 2003 the Administration Area, with the help of the OAS Department of Financial Services, consolidated an improvement in management, rendering it both more modern and transparent and able to produce first class reports on budgetary, financial, and administrative topics for the political organs of the IIN and the OAS. The hook-up with the OASES system will make it possible to address the growth needs posed by a greater demand for services, without the need to increase the number of staff or raise costs.

The IIN budget for 2003, from the Regular Fund of the OAS, was US\$1,567,700: the equivalent of 2

percent of the OAS' overall budget.

In order to fulfill its mission, mandates, and services, the IIN has brought in funds from cooperation agreements, governments, international organizations, NGOs, and other sources of financing. The specific funds obtained from those sources and the funds administered by the OAS totaled US\$343,701.00 at the beginning of 2003. The IIN also managed to persuade national counterparts to allocate funds for projects receiving technical assistance from the IIN and administered by those same counterparts. In 2003, those counterpart funds totaled US\$1,913,404, or 60 percent of the IIN's resources.

The Director General's office expects to receive backing in 2005 for the development of a strategy aimed at doubling the budget for operating expenses. The revamping of the IIN translated into an expansion of its services in relation to the rights of the child, in the context of growing involvement by the Institute in work with and on behalf of the children of the region. The INN's budget has been moving toward a 50/50 split between personnel and operating expenses. However, achieving that goal cannot be done by further pruning of staff—which has already been reduced to a less than desirable level—but rather by increasing operating resources by amounts that in absolute terms are not substantial. Support for this strategy to strengthen the inter-American system's specialized organization for children will make it possible to comply with the priority mandates of the Summits, general assemblies, and Directing Councils: namely, those that have to do with children.

INTER-AMERICAN COMMISSION OF WOMEN

Created by the Sixth International Conference of American States (Havana, 1928), the Inter-American Commission of Women (CIM) is the OAS' advisory body on gender-related issues in the Hemisphere. Its purpose is to promote and protect the civil, political, economic, social, and cultural rights of women and, in this context, it reports to the governments on the progress accomplished and the problems that need to be addressed, and suggests ways those problems can be resolved.

For 2003, the CIM's activities were driven by the 2002-2004 Biennial Work Program and the mandates approved by the Thirty-first Assembly of Delegates of the CIM, by the mandates assigned by the OAS General Assembly at its thirty-third regular session, and by the mandates of the Summit of the Americas process. The CIM devoted greater and special attention to activities related to implementation of the Inter-American Program on Women's Human Rights and Gender Equity and Equality (IAP).

Mainstreaming the gender perspective into ministerial level meetings

In 2003, the CIM developed recommendations for mainstreaming the gender perspective into the programs and policies of the ministries of education. Those recommendations were presented at the Third Meeting of Ministers of Education, held in Mexico City from August 11-13, 2003. In December 2003, the CIM convened a follow-up meeting (SEPIA III), with government and civil society experts, to analyze the results of the ministerial meeting and promote strategies for including the gender perspective in ministry policies and programs. The CIM's Principal Delegates, experts from the ministries of education, and nongovernmental organizations (NGOs) with experience in the area of gender and education were invited. In 2004, the recommendations emerging from that meeting will be sent to the ministries of education, the Inter-American Committee on Education, all CIM delegates, and the participants. A similar strategy will be pursued, in collaboration with the OAS Office of Science and Technology, with a view to making recommendations regarding mainstreaming of the gender perspective into the meeting of Ministers of Science and Technology to be held in 2004.

Pursuant to the mandate of the Assembly of Delegates to support and promote the implementation in the Hemisphere of United Nations Security Council Resolution 1325 and full participation by women in conflict prevention and peace-building, the CIM, with the support of Women Waging Peace (WWP) successfully pressed for inclusion of the item on women, peace, and security in the Declaration of the Special Conference on Hemispheric Security held in Mexico, in November 2003. In July a videoconference was conducted to review gender mainstreaming in hemispheric security issues and to analyze women's contributions to hemispheric peace and reconstruction processes. The panelists included the Chair of the OAS Permanent Council's Committee on Hemispheric Security and representatives of women's organizations working on peace and reconstruction in Colombia, El Salvador, Guatemala, and Nicaragua. The videoconference was transmitted via Internet on the OAS website.

Gender training at the OAS

2003 saw the culmination of the first phase of the joint CIDA/CIM-OAS project, launched in 2001 with the support of the Government of Canada and the General Secretariat, to train OAS employees, including directors and field personnel, in mainstreaming the gender perspective into all the Organization's programs and policies. The training began in November 2002 and so far has benefited 199 staff members involved in project design, execution, or evaluation. The CIM was actively involved in preparing the program and in November 2003 the Executive Secretary of the CIM was appointed Director of the project and follow-up to it.

Women's participation in power and decision-making structures

The CIM continues to co-sponsor, and is a member of the Executive Council of, the Program for the Support of Women's Leadership and Representation (PROLEAD) of the Inter-American Development Bank (IDB), which funds projects to promote women's leadership in the Hemisphere. Last year, in partnership with the Unit for the Promotion of Democracy (UPD) and PROLEAD, CIM co-sponsored the "First Andean Course on Democratic Governance for Young Women Leaders." The CIM also teamed up with the UPD to organize the working session entitled "Is Financing an Obstacle to the Political Participation of Women?" Furthermore, together with the Council of World Women Leaders, the CIM organized the first world meeting of representatives of the gender units of intergovernmental organizations.

Women's Human Rights and the Eradication of Violence against Women

The CIM continues to promote ratification of the Convention of Belém do Pará by all the OAS member states. Pursuant to a mandate of the Assembly of Delegates of the CIM (CIM/RES. 224/02), which was subsequently adopted by the OAS General Assembly [AG/RES. 1942 XXXIII-/03)], the CIM is carrying out preparatory work on developing a follow-up mechanism to the Convention of Belém do Pará. Once the CIM has completed its work, the Secretary General should convene, in coordination with the CIM, a meeting of member states at which they may take a decision on the most appropriate way to follow up on the Convention. The pertinent information can be found in document CIM/CD.15/03 rev.1 and its addendum.

The CIM is continuing its work on the project entitled "International Trafficking of Women and Children for Sexual Exploitation in the Americas." The XXI Assembly of Delegates of the CIM adopted resolution CIM/RES. 225/02, which acknowledges the importance of the subject and instructs the CIM to continue its work. At its thirty-third regular session, the OAS General Assembly adopted resolution AG/RES. 1948 (XXXIII-O/03) requesting the CIM to present an annual progress report and instructing the Secretary General to appoint an OAS coordinator on the issue, to be housed in the Permanent Secretariat of the CIM.

The CIM also received financing from USAID to continue phase 2, that is to say, research into institution-strengthening in Mexico, Bolivia, and Belize in cooperation with the International Organization for Migration (IOM). With the IOM as executing agency, that organization and the CIM will initiate research in the English-speaking Caribbean.

In November 2003, with the support of the OAS Department of Public Information (DPI), a

videoconference was held on the subject of “Trafficking in Persons, Especially Women, Adolescents, and Children: Sharing Best Practices to Prevent and Protect the Victims and to Punish the Traffickers” in order to create awareness of the problems posed by trafficking of persons in Latin America and the Caribbean. The videoconference lasted two hours and was sponsored by the IIN and the CIM. The moderator was Ms. María Elena Salinas, a distinguished news reporter for the Spanish-language television channel UNIVISION. The panelists were experts on this issue from the IOM and from the governments and civil society of the Dominican Republic and Costa Rica, as well as from the US State Department’s Office to Combat Trafficking in Persons and from the CIM. The videoconference was transmitted via Internet on the OAS website.

Fulfillment of the Mandates of the Summit of the Americas

The CIM continues to work on implementation of the mandates emerging from the Summit of the Americas. Following are some of the actions and projects undertaken to comply with them: 1) Work with the IACHR, especially on developing gender mainstreaming recommendations for the Ministers of Justice or Ministers or Attorneys General of the Americas and in the area of violence against women; 2) Implementation of the “Inter-American Program on the Promotion of Women's Human Rights and Gender Equity and Equality” Gender mainstreaming in ministerial level meetings (SEPIA III, Gender and Education); and follow-up to SEPIA I, Gender and Labor, and SEPIA II, Gender and Justice; 3) Gender training within the OAS for staff involved in formulating policies and developing projects; 4) Continuation of research projects on violence against women and trafficking of women and children for sexual exploitation in the Americas, and implementation of the recommendations to emerge from both those projects.

Promotion and dissemination

To commemorate its 75th Anniversary, the OAS Staff Association co-sponsored an event in which eleven girls between the ages of 8 and 13, from various countries in the Hemisphere, painted a mural on the subject of women’s achievements. A video was made of the work in progress. In addition, a video is being made with the OAS Office of Public Information on women and leadership.

The CIM is continuing to update its website, which includes articles, links to other websites, and information on the achievements, activities, meetings, and reports of the CIM and the Permanent Secretariat.

PAN AMERICAN INSTITUTE OF GEOGRAPHY AND HISTORY

Established by the Sixth International Conference of American States (Havana, 1928), the Pan American Institute of Geography and History (PAIGH) offers technical cooperation, training at research centers, publications and technical meetings in the fields of cartography, geography, history, and geophysics.

Election of officers

At the XXXVII Meeting of the Directing Council, held in Guatemala from October 6-10, 2003, Mr. Santiago Borrero Mutis of Colombia was elected Secretary General of the PAIGH for the 2003-2005 period. On December 8, via official certified vote, Mr. Rodrigo Barriga Vargas and cartographer Ms. Alejandra Coll Escanilla of Chile were elected Chair and Vice Chair of the Cartography Committee, respectively.

Technical cooperation

In the context of the OAS Agenda, calls were issued for Proposals for Technical Assistance Projects for 2004 and for Nominations for the "Silvio Zavala" Colonial History of America Award. The former elicited 59 proposals. For 2003, 26 research and training projects were approved, to be executed in 12 countries, at a total cost of US\$162,570.00. Thirteen works competed for the second award, which was won by Diana Bonnett with "Tierra y Comunidad, un problema irresuelto" [Land and Community, An Unresolved Issue]. The prize was awarded in February 2004 during PAIGH's 76th anniversary celebrations.

During this same period, the four working committees held their respective technical meetings, which take place every four years. These meetings are extremely important for the Institute and have implications for the Inter-American Democratic Charter, since they provide an opportunity to analyze the progress and achievements of projects being executed, and to prepare and plan policies and lines of action and research for each committee for the next four years.

Thus, the Technical Meeting of the Cartography Commission of the PAIGH on the future of fundamental data in the member states and the region, held in San José de Costa Rica on June 24-27, was attended by representatives of 12 member states and observer countries. The meeting addressed requests to boost the production of and access to territorial digital information for sustainable development, in a context of citizen participation.

The Technical Meeting of the Geography Commission "American Geography and its Challenges to Sustainable Development," held in Lima, Peru on August 3-6, 2003 was attended by 35 geographers from member status. It was held in San Marcos University (UNMSM) and inaugurated by the Minister of Education of Peru.

The Technical Meeting of the History Commission was held in Santa Cruz de la Sierra, Bolivia, from August 18-22, 2003 at the same time as the First South American History Congress and the V Pan American History Symposium, a major hemispheric academic event attended by distinguished historians of the Americas.

The Technical Meeting of the Geophysics Commission was held at the Autonomous National University of Mexico (UNAM) in Mexico D.F., from October 21-24, 2003, at the same time as the First Congress of the Americas on Environmental Geophysics, an event attended by specialists keen to discuss issues and methodologies relating to water management, climate changes and their impact, waste management, and recycling.

For the second time, the Institute was asked to participate in technical aspects of demarcation of the border between two of its member states, at the request of the governments of El Salvador and Honduras. It is worth underscoring that the assignment of this responsibility to the PAIGH, with the backing of the General Secretariat of the OAS, meant that it was granted an active role in solving a border differendum between two states: an indication of trust in the Institute, in its neutrality, and in its technical capacity to handle such matters.

Publications

In the publications area, the Institute earmarked the sum of US\$24,563.00 for its periodicals and occasional publications. They included the following journals: *Revista Cartográfica* No. 74-75, *Revista Geográfica* No. 132, *Revista de Historia de América* No. 130, *Revista Geofísica* No. 57, and – electronically (e-mail) and via the Institute’s website -- *Air Bulletins* Nos. 274 (January-April), 275 (May-August), and 276 (September-December).

Of particular note among its occasional publications were *Estudios sobre historia y ambiente en América* [Studies on history and the environment in America], Volume II (Norteamérica, Sudamérica y el Pacífico) [North America, South America, and the Pacific] and *Visión de América Latina* [Vision of Latin America]: A Tribute to Leopoldo Zea.

Statutory Meetings

The 59th Meeting of Authorities was held in Mexico City, Mexico, on June 5 and 6. The Financial Planning and Evaluation Committee (APEF) met in Mexico City on August 5 and 6. Ciudad de Guatemala, Guatemala, was the venue of the 60th Meeting of Authorities on October 5, followed by the XXXVII Meeting of the Directing Council, from October 6 to 10. The latter approved 33 resolutions.

INTER-AMERICAN INDIAN INSTITUTE

Created by the 1940 Pátzcuaro International Convention, the basic objectives of the Inter-American Indian Institute are to collaborate in the coordination of the member states' indigenous policies and to promote research and training for persons dedicated to indigenous communities' development.

Budget

At December 31, 2003, Chile, Costa Rica, Guatemala, Honduras, Mexico, and Peru were up to date in their quota payments, and Nicaragua paid three years of arrears. The 2003 quotas paid represent 77 percent of the annual total.

Headquarters agreement

The headquarters agreement with the Government of Mexico was signed on February 6, 2003 and ratified by the Senate on April 29, 2003. The decree was signed by President Vicente Fox Quesada on July 18, 2003.

Library

The III Library remained in storage for almost twelve years. Now the Institute's staff has unpacked and shelved the entire collection of 10,000 books and 40,000 magazines. 30,722 publications and 11,204 articles in magazines pertaining to the collection have been catalogued.

Historical Archives

The Institute's staff has organized some 20 percent of the archive of documents predating 1980. Digitalization of these documents continued in order to protect them physically and subsequently to provide the indigenous peoples with copies of the material.

Internet Page

The Institute's web page (www.indigenista.org) was launched in late June 2002. By March 31, 2003, it had registered 280,000 visits. 2.5 gigabytes of information (in Word) had been downloaded. Between launching of the site and December 2003, there were 785,000 visits, resulting in the downloading of 8.79 gigabytes of information in Word.

Publications

As of January 31, 2004, the four issues of the Institute's magazine *América Indígena* corresponding to 2003 had been published, free of charge, on the Institute's web site. Jointly with the National Committee for the Development of Indigenous Peoples (CDI) and Abya Yala, World Bank (Norwegian Trust), the III also published a book entitled "Pueblos indígenas y derechos constitucionales en América Latina: un panorama" [Indigenous peoples and constitutional rights in Latin America: a survey], by Cletus Gregor Barié. A further 30 works were published on CD.

INTER-AMERICAN INSTITUTE FOR COOPERATION ON AGRICULTURE

Founded in 1942, the Inter-American Institute for Cooperation on Agriculture is the inter-American system's specialized organization for the agricultural sector. It stimulates, promotes, and supports the member states' efforts to further agricultural development and enhance rural life.

During 2003, IICA engaged in cooperative activities with the member countries and also took important measures to comply with the mandates on agriculture and rural life of the Third Summit of the Americas and with the terms of the Declaration by the Ministers of Agriculture, meeting in Bávaro, Dominican Republic, in 2001. Specifically, IICA carried out the following activities:

In cooperation with key players in agriculture—public and private sectors, academia, and civil society—it updated national and regional technical cooperation agendas for 2002-2006.

It prepared, for accountability purposes, annual reports for the authorities of each member state, describing activities carried out in each country in 2002 as part of the execution of the technical cooperation agendas.

It prepared a hemispheric agenda to promote the sustainable development of agriculture, food security, and the prosperity of rural communities in the Hemisphere. That agenda focuses on thematic and multidisciplinary activities that cut across the strategic areas dealt with by the Institute and make it possible to address member states' development priorities.

Ties between IICA and the Pan American Health Institute were strengthened, with joint efforts focusing on the eradication of the hunger and malnutrition suffered by numerous people in Latin America and the Caribbean. Various initiatives also got under way in the framework of the Inter-Agency Group for Rural Development, which includes IDB, IFAD, the World Bank, FAO, IICA, ECLAC, USAID and GTZ.

The Institute signed an agreement with the Inter-American Court of Human Rights, establishing closer ties for more effective promotion of processes conducive to rural development, equal rights for rural and urban areas, social peace, and democracy.

The "Inter-American Program to Promote Agricultural Trade and Businesses and Food Safety," which is headquartered in Miami, got underway. Its objective is to help member states make a successful entry into world markets by offering high quality information and services to the agricultural and agro-industrial sector; and to join, promote, and develop export capacities in order to facilitate access to international markets.

An outside experts' assessment was carried out of the Agricultural Health and Food Safety Program, as a result of which the Executive Committee of IICA adopted the work plan development in response to the recommendations made in that assessment and approved the request to member states to consider making contributions over and beyond their quotas to facilitate implementation of those recommendations.

IICA established a new human resources management system, which includes innovations with respect to the classification and remuneration system, a revamping of hiring practices, new performance evaluation processes, and the introduction of human resource development tools.

A strategy was approved for collecting quota arrears to the Institute, in which member states behind in their payments are urged to formalize arrangements for payment of the quotas they owe the Institute so that it can fully comply with its mandates.

Meetings held included the Second Ministerial Meeting on Agriculture and Rural Life and the XII Regular Meeting of the Inter-American Board of Agriculture. The AGRO 2003-2015 Plan of Action was signed at the Ministerial Meeting. It includes guidelines for agriculture in the Americas during that period. The last day of the meeting was devoted to an analysis by the ministers of the activities of the Inter-American Board of Agriculture (JIA). Under the title “More than food on the table: agriculture’s true contribution to economic development,” IICA presented the findings of research showing that agriculture plays a much more important part in economic and social development than national accounts data suggest. Another study prepared by IICA – “Ministerios de agricultura de cara al siglo XXI: Desafíos y oportunidades” [Ministries of Agriculture at the start of the 21st century: Challenges and Opportunities] – was also presented at the Meeting.

IV. OTHER INTER-AMERICAN BODIES

INTER-AMERICAN JURIDICAL COMMITTEE

The Inter-American Juridical Committee is one of the organs through which the Organization of American States accomplishes its purposes (Article 53 of the Charter). Chapter XIV of the Charter determines its composition, duties and responsibilities, and functions. Its purpose is to serve the Organization as an advisory body on juridical matters, to promote the progressive development and codification of international law, and to study juridical problems related to the integration of the countries for the Hemisphere's development. The Committee has its headquarters in Rio de Janeiro and is composed of eleven jurists, nationals of the member states, who are elected by the General Assembly.

In 2003, the Inter-American Juridical Committee held two regular sessions.

The first was at its headquarters in Rio de Janeiro, March 10 through 21, 2003; the second was also held in Rio de Janeiro, August 4 through 29, 2003. The Committee's agenda at both sessions featured the following topics: applicable law and competency of international jurisdiction in cases involving extra-contractual civil liability; cartels in the context of the laws governing competition in the Americas; Seventh Inter-American Specialized Conference on Private International Law – CIDIP-VII; enhancement of the systems of administration of justice in the Americas; access to justice; preparations for the commemoration of the centennial of the Inter-American Juridical Committee; V Joint Meeting with the Legal Advisors of the Ministries of Foreign Affairs of the OAS member States and the International Criminal Court; legal aspects of inter-American security; application of the Inter-American Democratic Charter; preparation of a draft inter-American convention against racism and all forms of discrimination and intolerance; freedom of information; access to and protection of personal information and data; and legal aspects of compliance within the States with decisions of international courts or tribunals or other international bodies with jurisdictional functions.

The Inter-American Juridical Committee approved reports and adopted resolutions on these topics.

In 2003, the members of the Inter-American Juridical Committee were as follows: Brynmor Pollard (Chairman), Carlos Manuel Vázquez (Vice-Chairman), João Grandino Rodas, Jonathan T. Fried, Luis Herrera Marcano, Kenneth O. Rattray, Eduardo Vío Grossi, Felipe Paolillo, Ana Elizabteh Villalta, Luis Marchand and Alonso Gómez-Robledo.

At the XXXIII regular session of the OAS General Assembly (Santiago, Chile, June 2003) Dr. Mauricio Herdocia of Nicaragua was elected to membership on the Committee, and Dr. Eduardo Vio Grossi of Chile was re-elected to another term. They will both begin their new four-year terms on January 1, 2004. The member of the Inter-American Juridical Committee whose term ended on December 31, 2003, was Dr. Carlos Manuel Vázquez. Dr. Jonathan Fried also resigned as a member of the Committee in 2003. On December 17, 2003, the Permanent Council elected Ambassador Jean-Paul Hubert of Canada to serve out Dr. Fried's term.

Dr. Brynmor Pollard presented the Committee's Annual Report to the General Assembly, detailing the work it accomplished in 2002.

The following individuals provided technical administrative support to the Inter-American Juridical Committee, on behalf of the OAS General Secretariat: Dr. Enrique Lagos, Assistant Secretary for Legal Affairs; Jean-Michel Arrighi, Director of the Department of International Law; and Manoel Tolomei Moletta and Dante M. Negro, Principal Attorneys with the Department of International Law.

On August 8, 2003, as part of the LXIII regular session, a ceremony was held to inaugurate the new offices of the Inter-American Juridical Committee in Itamaraty Palace. In attendance were the Minister of Foreign Affairs of Brazil, Ambassador Celso Amorim, Chief of Staff of the Minister of Foreign Affairs, Ambassador Mauro Vieira and, representing the OAS General Secretariat, the Assistant Secretary General, Ambassador Luigi Einaudi. Also present were other officials, the members of the Inter-American Juridical Committee, various members of the staff of the General Secretariat and students in the International Law Course. The facilities were turned over upon signature of the agreement titled "*Termo de Cessão de uso de parte de imóvel situado no Palácio Itamaraty no Rio de Janeiro, que entre si celebram o Governo da República Federativa do Brasil e a Secretaria-Geral da Organização dos Estados Americanos com a finalidade de reinstalação da Comissão Jurídica Interamericana,*" [Terms of the Grant for Use of Part of the Space Located in Itamaraty Palace in Rio de Janeiro, an agreement between the Government of the Federative Republic of Brazil and the General Secretariat of the Organization of American States, for relocation of the Inter-American Juridical Committee] dated October 21, 2002.

Also during the LXIII regular session the Inter-American Juridical Committee held the Fifth Joint Meeting with Legal Advisors from the Ministries of Foreign Affairs of the OAS Member States, on Monday, August 25, and Tuesday, August 26. The following matters were discussed: hemispheric security; an examination of the mechanisms to deal with and avoid recurring, egregious violations of international humanitarian law and the international law of human rights, and the role that the International Court plays in this process; the inter-American juridical agenda; and legal aspects of compliance, within the States, with decisions of international courts or tribunals or other international bodies with jurisdictional functions.

Finally, with coordination by the Department of International Law, the Inter-American Juridical Committee organized the XXX International Law Course, held from August 4 through 29, 2003. A total of 24 professors from various countries of the Americas and Europe instructed the 29 OAS fellowship recipients, selected from among over 70 applicants, and another 25 students who paid to attend the course. The main theme was "International law and the maintenance of international peace and security." It was conducted at the *Centro Empresarial Rio*, in Rio de Janeiro, Brazil.

INTER-AMERICAN COMMISSION ON HUMAN RIGHTS

The Inter-American Commission on Human Rights (IACHR) was created by a resolution of the Fifth Meeting of Consultation of Ministers of Foreign Affairs, held in Santiago, Chile, in 1959. It was formally established in 1960 when the then Council of the Organization approved its Statutes. Its Rules of Procedure, approved in 1980, have been amended several times, most recently in 2000. The Commission represents all the member states of the Organization and is made up of seven members, elected in their personal capacity by the General Assembly. The Commission's main function, under Article 115 of the Charter, is to promote the observance and protection of human rights and to serve as consultative organ of the Organization in these matters.

Commission sessions in 2003

In the period to which this report refers, the Commission met twice. Its 117th regular session was from February 17 to March 7, 2003, and its 118th regular session was from October 6 through 24, 2003. Additional details about the sessions the Commission held in 2003 are available at the Commission's site on the Internet (www.cidh.org).

During the course of the regular sessions in 2003, the Commission held working meetings and hearings, where it received representatives of the OAS member States, as well as representatives of petitioners, spokespersons for nongovernmental organizations and other nongovernmental persons to discuss individual cases and the general situation of human rights in their countries.

In February 2003, the Commission seated its new officers, as follows: Marta Altolaguirre, President; José Zalaquett, First Vice-President and Clare Roberts, Second Vice-President. The other members of the Commission were as follows: Robert K. Goldman, Julio Prado Vallejo, Juan E. Méndez and Susana Villarán. During the period covered in this report, Commission members Altolaguirre and Méndez tendered their resignations from their positions as members of the IACHR. During the 119th regular session, the Commission elected its new officers, as follows: José Zalaquett, President; Clare Roberts, First Vice-President and Susana Villarán, Second Vice-President. At the most recent session of the General Assembly, the following persons were elected to membership on the Commission: Florentín Meléndez of El Salvador; Evelio Fernández Arévalo of Paraguay; Paulo Sergio Pinheiro of Brazil, and Freddy Gutiérrez of Venezuela. Those members took office on January 1, 2004.

117th regular session

As soon as this regular session began, the IACHR elected its new officers: Marta Altolaguirre, President; José Zalaquett, First Vice-President; and Clare K. Roberts, Second Vice-President. The Inter-American Commission's other members at that session were Robert K. Goldman, Juan E. Méndez, Julio Prado Vallejo, and Susana Villarán.

The Commission continued to study numerous petitions and individual cases alleging violations of human rights protected by the American Convention on Human Rights, the American Declaration of the Rights and Duties of Man, and other inter-American instruments. It adopted 41 reports on those cases and individual petitions. Moreover, pursuant to Article 25 of its Rules of Procedure, the Commission agreed to request precautionary measures in 5 cases.

The Inter-American Commission held 52 hearings in the week of February 24 through 28, 2003. The hearings were about individual cases and petitions and concerned questions of admissibility, merits, friendly settlement and follow-up. Other hearings were held to receive general information on the human rights situation in a given country, or on one or another subject that comes under the purview of the Commission.

During the hearings, general information was received with respect to Argentina, Brazil, Chile, Colombia, Cuba, El Salvador, Guatemala, Haiti, Honduras, Mexico, Nicaragua, Peru, and Venezuela. The IACHR also focused on issues such as the administration of justice in Argentina, El Salvador and Peru. In addition, the IACHR heard from civil society organizations and officials of the Mexican Government who presented information on the violence against women in Ciudad Juárez.

Torture and racial discrimination were matters of special concern addressed in this session. In the context of its cooperation with the United Nations mechanisms, the Inter-American Commission received information from Mr. Theo Van Boven, Special Rapporteur of the Commission on Human Rights on the question of torture, and Mr. Doudou Diene, Special Rapporteur of the Commission on Human Rights on contemporary forms of racism, racial discrimination, xenophobia and related intolerance. The Commission also held hearings in which it received information on torture in Argentina, Brazil, and Chile.

The development of economic, social and cultural rights (“ESCR”) is one of the Commission’s priorities. In this regard, it received information on the general situation of ESCR in several countries of the hemisphere, as well as an analysis of the most recent case-law developments in this matter. Also, the IACHR was advised of the situation of persons living with HIV/AIDS in several countries of the Americas.

The hearings on the general human rights situation in the member States addressed various issues under the purview of the IACHR. In particular, information was received on the situation of the right to freedom of expression in various countries. The Commissioners held working sessions with the parties concerned, regarding more than 50 petitions and cases from Argentina, Brazil, Colombia, Guatemala, Mexico, Nicaragua, and Peru. During these working sessions, specific aspects were discussed regarding matters at different procedural stages before the inter-American human rights system. The discussions included progress in compliance with the Commission’s recommendations, as well as the initiation and completion of friendly settlements.

The IACHR renewed its dialogue with representatives of several member governments of the Caribbean Community (CARICOM). During this session Commission President Marta Altolaguirre and Second Vice-president Clare Roberts met with representatives of Antigua and Barbuda, Bahamas, Barbados, Belize, Grenada, Guyana, Haiti, Jamaica, Saint Kitts and Nevis, Saint Lucia, Saint Vincent and the Grenadines, and Suriname. This meeting provided an excellent opportunity for a wide-ranging discussion of issues related to the protection and promotion of human rights in the Caribbean region.

The President of the Inter-American Commission and lawyers of the Executive Secretariat met with members of several non-governmental organizations. In addition, as is customary, the Executive

Secretary engaged in an exchange of information on issues of mutual interest with representatives of civil society.

The Inter-American Commission approved its Annual Report for 2002 during this regular session, which concluded on March 7, 2003.

118th regular session

The Inter-American commission on Human Rights held its 118th regular session from October 6 through 24, 2003. At the start of its proceedings and with the resignations of Lic. Marta Altolaguirre and Dr. Juan E. Méndez owing to incompatibilities, the IACHR elected new members to its board of officers: Dr. José Zalaquett, President; Dr. Clare K. Roberts, First Vice-President, and Dr. Susana Villarín, Second Vice-President.

During the session, the Inter-American Commission adopted 80 reports on individual cases and petitions, 10 reports on friendly settlement, and several specific resolutions. During the week of October 14-20, the Commission held 50 hearings on individual cases and petitions, precautionary measures, and on general and specific situations relating to human rights.

The IACHR expressed its concern over the problems that several petitioners, victims, witnesses and experts encountered in obtaining visas, which forced the cancellation of some hearings. The Commission has made, and will continue to make, representations to the United States government to avoid the repetition of such problems, which have a serious effect on efforts to protect the human rights of users of the system.

The Inter-American Commission received general information on Argentina, Barbados, Bolivia, Brazil, Chile, Colombia, Cuba, El Salvador, Guatemala, Honduras, Mexico, Paraguay, Peru, the United States and Venezuela. It also received a report on the right to freedom of expression, children's rights, the rights of indigenous peoples, women's rights, sexual and reproductive rights, the rights of refugees, and the rights of victims of death squads.

The IACHR also received reports on the promotion of racial equality in Brazil, on the situation of Afro-Colombian communities in Buenaventura, Colombia, on racial discrimination in the United States, on affirmative action in the Americas, and on the situation of persons deprived of their liberty in the hemisphere. As part of its mandate, the Inter-American Commission issued a resolution on the prosecution of international crimes (Resolution No. 1/03). It also received information on the status of freedom of expression in Mexico and Honduras from the Special Rapporteur for Freedom of Expression, who reported on visits to those countries.

During this session, the IACHR continued to analyze trends affecting the stability of democratic institutions in the hemisphere, finding examples both of progress and of inadequacies. Among the former, the IACHR notes the existence of freer and more open societies, with a multiplicity of private players and organizations that have established international linkages, thereby strengthening the legitimacy of democracy and human rights. Nevertheless, some serious problems persist: underdeveloped institutions (as is the case with the judiciary in several countries) and poorly trained security forces (which have been unable to articulate properly the inherent relationship between respect for human rights and public security). The Commission is seriously concerned with problems

of discrimination and violence that affect the majority of women in the hemisphere. Indigenous people, communities of African descent, children and persons with disabilities have still not achieved de facto equality in terms of their full and free development, and in some countries they do not even have legal equality. As well, the Commission noted with concern that our region was the most unequal in the world in economic and social terms. The recognition of economic, social and cultural rights remains a distant goal for broad sectors of our society.

In loco visits

Guatemala

At the invitation of the Government of President Alfonso Portillo, the Commission made an *in loco* visit to Guatemala, March 24 to March 29, 2003. Its purpose was to observe the human rights situation in that country.

The IACHR had complete freedom to meet with whomever it wanted, and to move anywhere it wanted to go in the country. Guatemalan government officials gave the Commission their full cooperation and assistance to help it carry out its program. During its visit, the IACHR met with authorities in all branches of government, including the Vice President of the Republic, who was acting President at the time, with the Minister of Foreign Affairs, the Minister of Governance, the Minister of Defense, members of the Security Staff, Social Welfare Secretariat, the Peace Secretariat, the Secretary of Communications, the Secretary of the Indigenous Fund, the Director of the National Civilian Police, members of the Presidential Commission against Discrimination and Racism, the Ombudswoman for Indigenous Women and the President of COPREDEH. The Commission also met with members of the Supreme Court and with a magistrate on the Constitutionality Court. It spoke with nongovernmental human rights organizations, representatives of indigenous rights organizations, organizations defending children's rights, pro-women's rights organizations, representatives of the Church, representatives of *campesino* organizations, organizations devoted to strengthening the administration of justice, journalists, organized labor leaders and representatives of the business sector.

The IACHR also received testimony from victims of human rights violations. The IACHR also contacted international organizations, including MINUGUA and UNICEF. The Commission also received information and testimony on the situation in all regions of the country and a Commission delegation traveled to Nebaj.

During its visit, the Commission paid special attention to the following issues: the administration of justice; the effort to end impunity; citizen security (and the threat represented by the illegal bodies and clandestine security apparatuses); the situation of human rights defenders; discrimination against and social exclusion of indigenous peoples, women, and children; and freedom of expression. The Commission considers that these issues are of fundamental importance for achieving the effective observance of the rule of law in a democratic society.

Haiti

The Commission visited Haiti from August 18 to 22, 2003 at the invitation of the State and in accordance with its mandate under the OAS Charter and the American Convention on Human Rights and with OAS Resolutions CP/RES. 806 and AG/RES. 1841. The IACHR traveled to the cities of Port-au Prince, Cap Haitien and Gonaïves to observe the situation of human rights. On this visit, the Commission focused more particularly on the issues of administration of justice, rule of law and impunity. The Commission's delegation was composed of Marta Altolaguirre, President of the Commission, Clare K. Roberts, Vice-President of the IACHR and Rapporteur for Haiti, Mr. Mario López Garelli, Attorney and Senior Human Rights Specialist, and Mr. Bernard Duhaime, Human Rights Specialist.

During its visit, the delegation met with officials from the Haitian government as well as representatives of civil society, of political organizations and of human rights organizations. The delegation met the Prime Minister, Mr. Yvon Neptune, the Minister of Foreign Affairs, the Minister of Justice and Public Security, the Director General of the National Police of Haiti, the Inspector General of the National Police, the President of the Supreme Court, the President of the Appeals Court, the Attorney General and the Chief Sitting Judge of the Lower Court of Port-au-Prince, Cap-Haitien and Gonaïves, as well as the Departmental Delegate and Chief of Police of Cap-Haitien and Gonaïves. The delegation also met with the Human Rights Ombudsman and representatives from the School of Magistrates. In all three cities, it met with representatives from a number of nongovernmental human rights organizations, bar associations, associations of magistrates and certain political parties.

The Commission also noted the current difficulties facing the Republic of Haiti, more particularly the severe economic hardship and a long-lasting and tense political crisis, as the backdrop to observing the State's performance relating to respect for human rights and in ensuring that all persons under its jurisdiction are free to exercise such rights fully. Nevertheless, the IACHR was very concerned by the situation of human rights in Haiti, more specifically with respect to the right to liberty and security of the person, the right to judicial guarantees and the right to judicial protection, as provided for in the inter-American human rights instruments. The IACHR was also very concerned by reports of the existence in Haiti of armed groups who act unlawfully and with impunity, sometimes terrorizing the population in certain areas. The Commission considered that the State's failure to guarantee the population's security in certain areas of the country and to end impunity and guarantee the right to judicial protection hindered the rule of law.

Special visits and other activities

In addition to its *in loco* visits, the Commission made a number of special visits to certain member States and conducted a number of special activities in 2003.

On January 13, 2003, an international team of experts appointed by the Inter-American Commission on Human Rights undertook a mission to Mexico City, at the request of the Government of that country and the petitioners in case P12,299. The purpose of the mission was to verify the technical evidence obtained in the investigation into the death of attorney and human rights defender Digna Ochoa y Plácido, on October 19, 2001. The team was headed by Dr. Pedro Díaz Romero, a consultant for the IACHR. Also on the mission was Dr. Alan John Voth, an expert with the Royal Canadian Mounted Police, and Dr. María Dolores Morcillo Méndez, a specialist from the National

Institute of Legal Medicine and Forensic Sciences of Colombia. These were experts in the areas of criminal investigation, ballistics, and forensic pathology. Pursuant to the terms of reference adopted by the IACHR, the international team of experts verified whether the technical tests conducted in the areas of forensics, ballistics, and criminal pathology were consistent with international standards in the field. The mission's purpose was not to determine the cause of death of Lic. Digna Ochoa y Plácido nor the identity of those responsible for it.

From June 17 through 27, Professor Robert K. Goldman, rapporteur for matters relating to the Republic of Colombia, conducted a 10-day working visit to that country. Commission member Goldman met with national and local officials, visited the departments of Antioquia, Córdoba and Chocó, and took various statements from individuals, community representatives, and members of civil society organizations. His main objectives were to obtain in-depth information on the situation at Comuna 13 in the city of Medellín and to verify compliance with the precautionary measures granted to the Embera Katío indigenous community and the Afro-Colombian communities resettled in the Cacarica. During its stay, the IACHR delegation was able to visit various neighborhoods within Medellín's Comuna 13 and to take testimony from members of the community on selective murders, forced disappearances, and other acts of violence and intimidation allegedly perpetrated by paramilitary groups despite the presence of law enforcement personnel. The IACHR delegation also traveled to Tierralta, in the Department of Córdoba, to visit the Embera Katío indigenous community. Traditional officials, leaders, and members of the various Embera Katío communities are being threatened and singled out by the FARC and other armed outlaw groups attempting to seize control of their ancestral lands. During the working visit to Tierralta, the IACHR delegation held meetings with traditional authorities and leaders of the Embera Katío people and Isabel Madariaga, attorney with the Office of the IACHR Rapporteur on the Rights of Indigenous Peoples, entered one of their safe havens. In Bogotá, the delegation met with the Vice President of the Nation, Francisco Santos; the Minister of Foreign Relations, Carolina Barco; the Minister of the Interior and Justice, Fernando Londoño; the Vice Minister of Defense, Andrés Peñate Giraldo; and the Attorney General of the Nation, Luis Camilo Osorio. The delegation also had a cordial meeting with the President of the Constitutional Court, Dr. Eduardo Montealegre Lynett, to discuss the latest developments in jurisprudence promoted by the Court and to express its support for the important work of the judges. It also met both with the Defender of the People and with the Director of the Colombian Office of the United Nations High Commissioner for Human Rights, to discuss matters of common interest.

At the invitation of the Argentine Republic, a delegation from the Inter-American Commission on Human Rights (IACHR) paid a working visit to Argentina from August 25 to September 1, 2003. The IACHR delegation consisted of Professor Robert K. Goldman, member of the Commission and Rapporteur for Argentina; Dr. Santiago A. Canton, Executive Secretary of the Commission; and Dr. Elizabeth Abi-Mershed, attorney for the Commission. The purpose of the visit was to hold working meetings on specific cases being processed by the Commission, to examine the human rights situation in the country, and to conduct activities aimed at promoting the inter-American human rights system. The program of activities included, in particular, meetings on cases in which the friendly settlement procedure was under way, with the participation of competent authorities and the respective petitioners and family members of victims. During its stay, the IACHR delegation met with government officials and with representatives of different sectors of civil society in Buenos Aires and Santiago del Estero.

Dr. Marta Altolaguirre, President of the Commission and Rapporteur for Peru, conducted a working visit to that country from August 26 to September 1, 2003. The principal purpose of the visit was to hold working meetings regarding implementation of the recommendations that the Inter-American Commission made to the Peruvian State, and to attend the Truth and Reconciliation Commission's presentation of its final report. Dr. Altolaguirre was accompanied during her visit by Dr. Pedro E. Díaz R., IACHR attorney. Dr. Altolaguirre attended the Truth and Reconciliation Commission's presentation of its final report, given to the President of the Republic, Dr. Alejandro Toledo, on August 28, 2003, at the Government Palace and, on August 29, 2003, in Huamanga, Ayacucho Department. During its visit, the Commission also interviewed government officials and representatives of different sectors of civil society. Among other officials it met were: Dr. Allan Wagner Tizón, Minister of Foreign Affairs; Dr. Fausto Alvarado Dodero, Minister of Justice; Dr. Walter Alban, Ombudsman; and Dr. Nelly Calderón Navarro, Attorney General of Peru. In addition, the IACHR President met with members of the Truth and Reconciliation Commission; Dr. Francisco Soberón, Executive Secretary of the Office for the Coordination of Human Rights in Peru; representatives of other nongovernmental organizations in Peruvian civil society; and victims and their relatives whose cases had been brought before the IACHR.

Fellowships

In 2003, the Commission continued to implement its training program, called the "Romulo Gallegos Fellowships." The program provides training in the inter-American system for the protection and promotion of human rights and is for young lawyers from the countries of the Hemisphere. The recipients are selected annually, by competition. The attorney applicants must demonstrate a professional identification with the human rights cause and a solid academic background. In 2002, the Commission received ten Rómulo Gallegos Fellows: five in the first half of the year, corresponding to the 2002-2003 period, and five in the second half, corresponding to the 2003-2004 period. The Commission also welcomed a fellowship recipient under its training program for indigenous attorneys. This year, the IACHR introduced a special fellowship for attorneys from the English-speaking Caribbean, the first of whom was from Antigua and Barbuda

Working session on observance of human rights

On March 1, 2003, the IACHR held a "Working Session on Implementation of International Human Rights Obligations and Standards in the Inter-American System." That session, made possible thanks to the cooperation of the International Justice Project, was comprised of four panels: an introductory panel that provided a context and overview of issues for the session, and three additional panels focusing on legislative, judicial and intra-governmental mechanisms and initiatives to implement international human rights obligations and standards. During the working session, more than seventy representatives of OAS member States had an opportunity to listen to fifteen independent experts and government authorities on the subject of implementation of human rights obligations. They were also able to ask questions and exchange views with them.

V. OTHER AGENCIES AND ENTITIES

INTER-AMERICAN DRUG ABUSE CONTROL COMMISSION

Established by the General Assembly in 1986, the Inter-American Drug Abuse Control Commission (CICAD) is guided by the principles and objectives spelled out in the Inter-American Program of Action of Rio de Janeiro against the Illicit Use and Production of Narcotic Drugs and Psychotropic Substances and Traffic Therein, as well as the provisions of the Anti-Drug Strategy in the Hemisphere, approved by the Commission in 1996 and by the General Assembly in 1997. It is a hemispheric forum that enables the member states to evaluate policies and strategies and to exchange ideas on and experiences with the problem of drugs. Its main objectives are to expand and strengthen the member states' capacity to lower the demand for illegal drugs and prevent their use, to combat their illicit production and trafficking, and to promote a suitable inter-American response through more regional activities involving research, training of specialized personnel and reciprocal assistance.

CICAD's anti-drug program is divided into the following sections and units: the Multilateral Evaluation Mechanism (MEM), Demand Reduction, Supply Reduction and Control, Alternative Development, Legal Development, Institutional Building, and the Inter-American Observatory on Drugs.

Multilateral Evaluation Mechanism (MEM)

At its thirty-third regular session, held in Washington, D.C., April 29 through May 2, 2003, CICAD examined and approved the revised indicators for MEM's Third Evaluation Round (2003-2004). At its thirty-fourth regular session, held in Montreal in November 2003, the Commission approved the addition of two new indicators on the subject of transnational organized crime, proposed by the First Inter-American Meeting on Cooperation Mechanisms against Organized Crime, held in Mexico, D.F., October 6 through 8, 2003.

Pursuant to MEM's objective of promoting international cooperation and improving the countries' drug control programs, the Commission considered 123 applications for financial and technical assistance. Of these, it decided to finance 14 high-priority projects in epidemiology and demand reduction. In so doing, the MEM completes a full cycle of evaluations and recommendations, followed by specific, prioritized programming aimed at pinpointing areas in which the countries will be able to make important headway.

MEM's Governmental Experts Group (GEG) met in Brasilia, Brazil in November 2003, to study the information that the countries presented on the progress achieved with implementation of the recommendations that CICAD made in January 2003. The GEG prepared the progress reports at its February 2004 meeting, which the Commission will take up at its meeting of May 2004.

In October 2003, representatives of the MEM national coordinating entities (NCEs) received training in the MEM process and the new questionnaire for the third evaluation round, including the new Web-based software for processing data received from the countries.

Demand Reduction

In its programs and projects, CICAD's Demand Reduction program emphasizes professional training in the prevention and treatment of drug abuse, and strengthening of the institutions that deal with these matters. The program has succeeded in making drug prevention and social rehabilitation of former addicts an important part of the undergraduate and postgraduate curriculums of 14 nursing schools in Latin America. A total of 11,500 students are currently receiving this training. The international online M.A. degree in addiction studies, developed by CICAD and a group of Spanish and Latin American universities, will graduate its first class in the summer of 2004.

The Demand Reduction Expert Group met in October 2003 and approved and launched the Practical Guide for the Organization of a Comprehensive Drug Dependency Treatment System. Published in February 2004, the guide will help the countries provide treatment that meets patient needs.

CICAD is working with the countries on their efforts to mitigate the growing problem of drug-related gangs and violence, and helped the governments of El Salvador and Honduras build up their rehabilitation programs for former gang members. With CICAD support, a study is currently being conducted in El Salvador on gangs in that country and their involvement in drug trafficking.

A project was conducted in Belize in 2003 to offer alternatives to incarceration to drug addicts who commit lesser offenses. This experience will be shared with other countries at a workshop to be held in the Caribbean in March 2004. Moreover, following the MEM recommendations, CICAD collaborated, both financially and technically, with Costa Rica, Guatemala, Peru and Saint Vincent and the Grenadines, on priority demand-reduction projects.

Supply Reduction and Control

In the area of Supply Reduction, four training courses were offered in how to control drugs and chemical precursors. Participating were officials from customs, police and the port authorities. In 2003, CICAD's continued support to the Andean Community Regional Counterdrug Intelligence School, headquartered in Lima, was in the form of two training seminars having to do with operational and strategic intelligence. Six Latin American countries participated. Additionally, a specialized program on operational intelligence was held in Quito, Ecuador. The Directors of the School are putting together a strategic plan to carry the program into other countries.

Because traffickers use ports and maritime lanes to move illegal drugs and related contraband, CICAD did a hemisphere-wide study to identify the current trends in maritime narcotrafficking, the routes and methods used, and the problems the countries encounter in their programs to stop illegal drug trafficking. At its thirty-fourth regular session, CICAD approved creation of a group on maritime security and cooperation.

The MEM recommended to many member States that they improve control of the distribution and use of chemical substances and pharmaceutical products. In 2003, the two Groups of Experts that deal with these topics met in Brasilia, Brazil, where they came up with detailed recommendations for the countries on how to build up their capacities in this field. In October 2003, representatives of ten member States met with their European counterparts against the backdrop of the European Conference on the Diversion of Chemical Precursors of Drugs and examined the reasons why the

system for advance notification of exports of these substances (export prenotification – PEN) is not working properly, including the fact that countries are not always sending the notices, sending them too late or to the wrong authority. They agreed upon a number of measures to improve the PEN system in the future, one of which was to update the directory of national authorities competent in the surveillance of chemical precursors.

Also in the area of supply reduction, CICAD collaborated with the Government of Mexico to stage the first Inter-American Meeting on Cooperation Mechanisms against Organized Crime, held in October 2003. At its thirty-fourth regular session, the Commission decided to form an ad hoc group, open to all the members, to study the topic of organized crime and its links to drug trafficking, and the work of the CICAD, and to report its findings to the Commission at its thirty-fifth regular session.

Alternative Development

CICAD's Alternative Development Unit carries out and coordinates development programs in regions where illicit crops are grown, such as Bolivia, Colombia, Jamaica and Peru. It also implements programs in areas that have the potential to produce illicit crops and/or provide a labor source for illicit production, as in the case of Ecuador and Dominica. The paradigm of the programs has been one of traditional alternative development. Now, however, the paradigm has evolved to include preventive alternative development as well. In 2003, the Government of Colombia agreed to conduct a *Study on the Aerial Aspersions Program* in that country, which will look at the program's impact on human health and the environment. On the northern border of Ecuador, CICAD collaborated on an innovative project in preventive alternative development.

CICAD was involved in both policies on alternative development strategies in the member States. That involvement was evident in the institution-building activities that CICAD and the Inter-American Development Bank (IDB) supported as part of a diagnostic study done by Peru's National Commission for Drug-free Development and Life [Comisión Nacional para el Desarrollo y Vida sin Drogas (DEVIDA)]. Out of that study came recommendations on domestic laws, inter-institutional cooperation and project management. One important result was that DEVIDA now has a seat on the Council of Ministers. CICAD also undertook to reorient the Alternative Development work as a function of the fight against drugs. With the help of Peruvian specialists working in various areas of the growth of narcotrafficking (economics, sociology, etc.), a document is being prepared that will serve as a white paper for a panel of international experts exploring the best way to achieve a level of economic development sufficient to discourage the cultivation of illegal crops. Finally, through a project evaluation system that CICAD has been using, an evaluation was done in 2003 of the Generalized Land-Use Evaluation and Management Tool (GLEAM), resulting in a number of recommendations to achieve implementation of that project.

Legal Development

CICAD's Legal Development program focused on control of firearms, their parts, components and ammunition, through the amendments to the Model Regulations aimed at tightening controls on the activities of firearms brokers. Software was also developed to process the licenses and notifications required under the Model Regulations and will be installed in the member States in 2004.

Money Laundering

Group of Experts: The Group of Experts met in June and November. Its recommendations were adopted by CICAD at its thirty-fourth regular session and will be presented to the General Assembly for consideration. Prominent among those recommendations are the amendments to the Model Regulations on the following points: a) criminalization of the financing of terrorism; b) freezing the assets of terrorism and blocking the movement of good and delivery of services of a person associated with terrorism; c) control of the transmission of funds or value via informal networks or systems; and d) confiscation procedures.

Training Activities: The number of courses for the (IDB-CICAD) Judicial System project in Argentina and Uruguay doubled in May and August, respectively. The courses given under the projects launched in Brazil and Colombia will be conducted in the first and second thirds of 2004.

With support from the Government of France, courses were held in Bolivia, Argentina and Uruguay on the economics and finances of money laundering and on financing terrorism. Based on that experience, a hemispheric project was designed in which France and the OAS' Inter-American Committee against Terrorism (CICTE) will collaborate.

Drawing upon a typology exercise conducted by the Group of Experts around the "Montesinos" case, Argentine, Peruvian and United States consultants gave a course on recovering the proceeds from corruption and money laundering. The course was tailored to judges, prosecutors and police in Argentina. The Argentine government pledged to repeat the course in Uruguay.

Technical Assistance: Under the IDB-CICAD program to strengthen Financial Intelligence Units (FIUs), started in 2002, the following activities were conducted:

Analysis and evaluation of the strategic plans presented by the beneficiary countries; development of an overall strategy for the project; development of profiles of consultants, classified by area of intervention.

The following were among the more significant developments either engineered by the program directly or under its influence:

- Bolivia participated in a number of courses on typologies of money laundering and financing of terrorism.
- The new law that Chile recently passed against money laundering, establishes a Financial Intelligence Unit (December 2003)
- A new anti-money laundering bill was introduced in Ecuador that makes provision for the creation of a new Financial Intelligence Unit. CICAD played a fundamental role in the preparation and review of that bill (February 2004)
- Venezuela did a study on the organizational needs of the Financial Intelligence Unit. That study will serve as the basis for the overhaul of that unit under the project.
- Argentina determined the staffing requirements of its Financial Intelligence Unit, which until now has been staffed with seconded personnel. The staffing structure was approved by an executive decree of December 2003.
- Peru has completed the terms of reference for and selection of the consultants who will determine what its FIU will require to develop its organizational and communications structure.

- Brazil has already established what data processing equipment will have to be purchased to update its intelligence systems. The tendering process is currently underway.
- In Uruguay, a determination was made as to what the ideal FIU staffing should be, based on the country's characteristics.
- CICAD participated as an observer in the evaluation mission that the Financial Action Task Force of South America (GAFISUD) conducted in Ecuador. In that capacity, it also advised the full membership of the Financial Action Task Force of South America (GAFISUD) on what the law-related findings of the mission were. Following the evaluation, technical assistance was provided to Ecuador to help it draft its anti-money laundering law.

Institutional strengthening of the national drug abuse control commissions

In 2003, the program to build up the national drug abuse control commissions helped Colombia, Ecuador and Venezuela to develop and start up their national observatories on drugs and, with a contribution from the Spanish Government, launched a project on decentralizing the national anti-drug strategies to shift some of the responsibility to the municipal level. This project provides cooperation to the main offices of the national drug abuse control commissions and to selected municipal offices (up to 5 municipalities) in each country. The cooperation is in the form of training and equipment for the units with a view to decentralization and development of municipal drug abuse prevention plans.

There was also collaboration with the Government of Haiti on preparation of its national drug abuse control strategy, which was completed in 2003. In a meeting with the President of Bolivia in February, the Secretary General pledged CICAD's assistance in drawing up a new National Drug Control Plan, titling of lands and settlement of disputes on the demarcation of land in the Yungas, and in strengthening its National Drug Abuse Control Commission, CONALTID. In 2003, some notable progress was made in these areas, despite the conflicts between the Bolivian government and the coca growers.

Inter-American Observatory on Drugs

The statistics, research and information unit of CICAD and the Inter-American Observatory of Drugs devised new methods for conducting surveys on drug use (SIDUC) among households, university students, patients at rehabilitation centers and in emergency rooms, and provided technical and financial assistance for a variety of surveys of drug use in 13 member countries, many in response to requests received from member States seeking MEM assistance for priorities. The Statistical Summary on Drugs 2003 was published, with information on seizures of drugs, chemicals, properties, eradication of crops, and persons arrested for drug-related crime, and a study comparing drug use based on student surveys conducted in 7 Latin American capitals.

In conjunction with Robert Wood Johnson University's Medical School, the project to help the member States estimate the human, social and economic costs of drugs in their countries, produced a number of cost estimates for the four pilot countries and completed an instruction manual to help other interested member States do likewise.

The Inter-American Observatory on Drugs launched a quarterly online newsletter to publish drug-related research, studies and other interesting projects being conducted in the member States. In Belize it tested a prototype of 5 advanced technologies to help regulate immigration in remote border

areas; it began working with the French observatory with a view to a joint project to help 6 Caribbean countries detect emerging patterns in the drug area; and in partnership with the Inter-American Agency for Cooperation and Development, the Observatory offered fellowships for government officials from Spanish-speaking countries who are working on drug issues, to participate in an online course on development of e-government strategies.

INTER-AMERICAN TELECOMMUNICATIONS COMMISSION

The Inter-American Telecommunications Commission (CITEL), established by the General Assembly in 1994, has technical autonomy in the performance of its functions, within the limits set by the OAS Charter, the CITEL Statutes and the mandates of the General Assembly. It serves as the OAS' principal advisory body in telecommunications-related matters. Its mission is to promote continuous development of telecommunications in the Hemisphere.

In 2003, modernization of the information and communications technologies (ICTs) continued at a rapid pace, affording numerous opportunities for the region's individual and collective development and the growth of its economies. However, we are all aware of the disparities in the cost of and access to technology within and among the countries of the region and of the grave situation that the telecommunications industry is experiencing, which as yet has not fully recovered from the decline that the world economies experienced and that was triggered when the dot.com bubble burst in early 2000.

The transition to the information and knowledge society poses significant challenges for an organization like CITEL, which is the forum in which government and the private sector come together to drive ICT development. The following needs should be mentioned:

- establish guidelines to achieve an efficient and equitable transition;
- select the main topics that effective regional cooperation can develop with a view to evening out the disparities in the region in terms the spread of the ICTs;
- support establishment of a proper regulatory and institutional framework to lower entry barriers and ensure real competition among service providers, to maximize the benefits;
- train people working in the telecommunications sector on related topics so as to help the countries adapt to the rapid changes around them and be always abreast of developments;
- preserve and promote the cultural and linguistic diversity of the region's peoples; and
- guarantee gender equality in access to information and knowledge.

The purpose of CITEL's programs is to create a greater awareness of the role that telecommunications play in the region's economic and social development, and to formulate guidelines and standards on critical issues. To respond to the challenges that the telecommunications world poses, CITEL conducted a number of activities in 2003 to improve its capacity to address the needs of its member States and associate members. The principal measures taken by CITEL during the period in question included the following:

Follow-up and dissemination of the Agenda for Connectivity in the Americas and the Quito Plan of Action

CITEL prepared an Agenda for Connectivity in the Americas and the Quito Plan of Action, which contain the principles, premises, definitions and objectives for seizing opportunities by establishing the procedures to follow when formulating and executing connectivity-related activities, which is multi-sectoral in nature. These documents were sent to the Secretariat of the Summit Process in 2002, which was asked to decide the appropriate measures to promote subsequent development and implementation, consistent with each member State's needs. This is a job that the telecommunications authorities on their own cannot do, which is why this sector is calling upon all regional and international

organizations and the private sector to join forces to facilitate the hemisphere's integration and afford its citizens every opportunity to realize their human potential.

Training of telecommunications professionals

Given the growing need for trained, specialized personnel to master the changes in telecommunications, CITEL has been working with prestigious training centers in the region, particularly with the International Telecommunications Union (ITU) Center of Excellence for the Americas Region, to provide proper training courses for telecommunications professionals from Latin America. In 2003, nine courses were offered (distance and face-to-face learning) on policy, regulation, management and the technology of telecommunications. Almost 280 fellowships were provided, to recipients everywhere in the region.

Telecommunications policies and regulation

Reform is transforming the industrial and government structures of the ICT sector across the globe, placing new demands on regulators who must protect consumers, prevent abusive competitive practices and achieve national objectives like universal access and increased economic productivity. CITEL and the ITU have started to update the Blue Book on Telecommunications Policies for the Americas, a basic and fundamental tool to put a system into practice that can cope with the problems and demands posed by the policy objective of forming a global information society, such as the increasing difficulties that interconnection, universal service/access, harmonization of standards related to spectrum use and the introduction of broadband.

Technological advances and the bundling of services increases the use of satellite broadband worldwide since satellite is one of the best ways of reaching regions that do not have land-based access. CITEL recently approved a recommendation whose purpose is to help the administrations get proper regulations introduced for satellite service, in order to promote the development of satellite-based broadband services. A Web page has also been set up that spells out the laws and regulations governing delivery of services via satellite, and providing all the information that parties interested in applying for licenses in the countries of the Americas will need.

To help the authorities craft policies that encourage the development of telecommunications networks and services, and considering the advanced telecommunications services now available and the advantages of migrating toward a national broadband infrastructure, studies and recommendations are being prepared on the end-user access network that will enable end-users to benefit by today's advanced services. Particularly noteworthy here are the studies underway on government policies and experiences in managing the ccTLD in the region, a comparative analysis of broadband experiences, and a technical report on voice over IP.

As a result of the information shared at the OAS Cyber Security Conference (Buenos Aires, Argentina, July 2003), CITEL, the Meeting of Ministers of Justice or Ministers or Attorneys General of the Americas (REMJA), and the Inter-American Committee against Terrorism (CICTE) will pursue their activities to come up with a Cyber Security Strategy. CITEL's Permanent Consultative Committee I, Telecommunications Standardization (CCP.I), set up a work program to perform the assigned functions and is studying the best regional practices for infrastructure protection.

Conformity Assessment of Telecommunications Equipment and Coordination of Standards

To obtain economies of scale, reduce the time needed to introduce equipment on the market and to lower costs, while also complying with national technical regulations and standards, CITELE has been working on the mutual recognition agreements (MRA) and coordination of technical standards. As previously reported, a mutual recognition agreement (MRA) has been prepared and approved for conformity assessment of telecommunications equipment and an analysis is in progress to harmonize the procedures for conformity assessment of telecommunications equipment in the region equipment, by putting together the Yellow Book. A number of countries are already participating, while others are taking steps to put the CITELE-prepared MRA into practice, including the amendment of national laws and regulations if necessary. As for harmonization of technical standards, mention should be made of the recent documents approved on coordination of standards for International Mobile Telecommunications (IMT-2000). A technical publication has also been approved that includes a detailed explanation of next generation networks.

The Summit underscored the need for information technology and connectivity to spread rapidly. CITELE has recognized that terrestrial digital television broadcasting offers new ways of gaining access to information and sharing it, and has approved a resolution to adopt and put into practice a common hemispheric standard for such broadcasting and which encourages the OAS member States to make the transition from analog to digital technology as quickly as possible.

Preparing the hemisphere's united positions in international meetings

CITELE has always emphasized the need for the region to have a harmonized point of view, as is evident from the more than 270 joint inter-American proposals put before the World Radiocommunication Conference, held in 2003. There, the member States from around the globe met to examine the international treaty called Radio Regulations, which contains the frequency assignments to over 40 communications services, ranging from ham radio operator services and professional radiocommunications to the mobile wireless technologies and communications via satellite.

Preparations got underway for the ITU's World Telecommunication Standardization Assembly, which will be held in 2004 (WTSA-04), and the World Conference on International Telecommunications, which will be held in 2006 or 2007 (WCIT). The WTSA-04 is the forum that will coordinate development of global standards on telecommunication networks and services. The WCIT is of particular importance because its purpose is to adopt, on a world-wide scale, standards for distributing the resources of the international telecommunications services, and will include study of the problems associated with international interconnections of internet and IP services.

Improving the coordination among subregional, regional and international organizations.

Many organizations have established programs for the development of information and communication technologies (ICT). The cooperation between CITELE and international and regional organizations continues to grow, as a means to improve efficiency, avoid duplication of effort, and reduce the amount of time it takes to resolve disputes by examining a number of issues beforehand. CITELE has cooperation agreements with the following organizations on topics of mutual interest: the Asociación Hispanoamericana de Centros de Investigación y Empresas de Telecomunicaciones (AHCIET); the Asociación Latinoamericana de Telecomunicaciones Mviles (ALACEL); the Asociación de

Empresas de Telecomunicaciones del Acuerdo Subregional Andino (ASETA); the Alliance for Telecommunications Industry Solutions (ATIS) Committee T1 (US); the African Telecommunications Union (ATU); Caribbean Latin American Action (C/LAA); the CDMA Development Group (CDG); the European Conference of Postal and Telecommunications Administrations (CEPT); the European Telecommunications Standards Institute (ETSI); the Global VSAT Forum; the International Astronautical Federation (IAF); the Pan American Health Organization (PAHO); the Telecommunications Industry Association (TIA (US)); the Regional Commonwealth in the Field of Communications (RCC); the Postal Union of the Americas, Spain and Portugal (PUASP) and the International Telecommunications Union (ITU).

Support to the member States and associate members in sharing information and best practices to be able to deal with the changes in the world of telecommunications

This objective is akin to the role that CITELE has traditionally played as a forum in which its member States and associate members are mutually supportive.

Medical care in the Americas is in the midst of an incredible transformation. The existence and increasing affordability of telecommunications technologies opens up access to health services and improves their quality for more and more people. A book titled *Telehealth in the Americas* has been completed and recommends telehealth policies and strategies to be adopted by the OAS member States. The book was the result of collaborative activities of CITELE, the ITU and PAHO to benefit the entire region.

Regarding the Permanent Consultative Committees, the transfer of specialized know-how and sharing of experiences were increased not just through seminars but also through discussion in online forums and at roundtables. These Committees now have over 190 associate members, whose participation has been decisive in fulfilling the Committees' mandates. Prominent among the activities conducted under the umbrella of PCC.I (Telecommunications Standardization) were the following: the seminar to do a general analysis of the progress with implementation of the MRAs and to hear the experiences of a number of countries in the preparation and implementation of the MRAs; CITELE's meeting with the ITU and the private sector to look at the opportunities in the region and the description of the real market situation and what it means for public/private cooperation; and a workshop on managing Internet domain names, which examined the methods, practices and models used for managing domain names of ccTLD Country Code. A seminar on cyber security is planned for 2004, to discuss regional approaches and possibly identify the standards that will underpin telecommunications security in the region; and a workshop of next generation networks (NGN), which will discuss the challenges of building the fixed/mobile Internet-integrated NGN of the future, the operators' perspective on emerging NGN, and identification of necessary standards for the NGN and possible gaps.

In PCC.II (Radiocommunication including Broadcasting), a seminar and a round table were conducted on satellite broadband services which spotlighted new applications, trends and existing satellite services, and identified important regulatory issues that needed to be taken into account to facilitate implementation of these services and applications in CITELE's member States. Another outstanding success was a seminar on wireless broadband access to encourage information sharing and an exchange of information about the development of terrestrial wireless broadband access; the role of regulators, and opportunities and challenges for deployment of wireless broadband access.

Despite the successes achieved, the Americas still faces many obstacles ahead. The governments must rally all interested parties and forces to get them to participate and cooperate in fostering an orderly development of the networks and telecommunications services, using the most adequate and efficient systems available so that our peoples can gain by the potential that information and communication technologies hold. This is everyone's mission. So we would urge the administrations and associate members to work actively in the CITELE forum in pursuit of this objective.

INTER-AMERICAN COMMITTEE AGAINST TERRORISM

Created by the General Assembly [AG/RES. 1650 (XXIX-O/99)], the purpose of the Inter-American Committee against Terrorism (CICTE) is to cultivate cooperation to prevent, combat, and eliminate terrorist acts and activities. It is made up of the competent national authorities of all the member states. The Committee conducts its work on the basis of international conventions on this subject, the principles and objectives of the Lima Declaration to Prevent, Combat and Eliminate Terrorism, the Lima Plan of Action on Hemispheric Cooperation to Prevent, Combat, and Eliminate Terrorism and the Mar del Plata Commitment. The Committee is headquartered at the OAS General Secretariat.

From the Third Regular Session of CICTE held in El Salvador in January 2003, it is clear that the 2003-2004 Work Plan will serve as a guide for CICTE's activities for the entire year.

A number of important events took place in 2003, including the First Meeting of CICTE's National Points of Contact (NPC) in July. Also held in 2003 was the OAS Cyber Security Conference, which met in Buenos Aires under the joint auspices of CICTE, CITEC and REMJA. CICTE also played host to the United Nations Security Council Counter-Terrorism Committee at the Follow-up Meeting of Regional and Subregional Organizations, held on October 7, 2003. CICTE's Fourth Regular Session was held in Montevideo, Uruguay in January 2004. It should be noted as well that CICTE has established constructive ties with various departments of the OAS and, through the international community, with important counter-terrorist organizations, all in order to advance its work plan and further its objectives.

Another major event was the entry into force of the Inter-American Convention Against Terrorism. With its ratification by Nicaragua, Mexico, Peru, Canada, Antigua and Barbuda and El Salvador, the Convention took effect on July 10, 2003, an event commemorated during the First Meeting of the National Points of Contact on July 14, 2003.

To help the States that have ratified the Convention develop the kind of legislation that will effectively implement it, CICTE, in combination with the United Nations Office on Drugs and Crime (UNODC), worked to stage the first of a series of workshops aimed at the States party to the Convention, to be held in San José, Costa Rica. This workshop focuses on project development and the adoption of domestic legislation that will make the Convention a vibrant instrument. With that it complemented a project conducted jointly with the Unit for Promotion of Democracy (UPD) and the Forum of Speakers of Central American Legislative Assemblies, to come up with joint counter-terrorist legislation.

CICTE has provided specialized technical assistance to a number of countries. In addition to the workshop on Convention implementation, mentioned earlier, in July CICTE teamed up with the International Monetary Fund (IMF) and the Government of Spain to provide technical assistance to Bolivia's Financial Intelligence Unit (FIU). Spanish experts have conducted in-depth training on the modalities and typologies of terrorist financing for Bolivia's FIU, which is now better prepared to take on the responsibilities contained in the Recommendations of the Financial Action Task Force on Money Laundering (FATF) on the subject of terrorist financing. CICTE's Secretariat also responded to a request from the Government of Peru to help it analyze and draft new counter-terrorist legislation.

The Secretariat organized this mission jointly with UNODC and the IMF and conducted an inter-agency workshop focusing on the Peruvian government in September. The result was the formation of a project among government agencies to craft counter-terrorist legislation. Experts in one sector of the government received training that enabled the government to give its human capital the authority to come up with a draft that will improve its laws based on international standards. The exposure to the inter-agency process should improve intergovernmental cooperation on the counter-terrorism issues that various ministries deal with.

In response to the new interest in the security of critical infrastructure, CICTE organized and held the OAS Cyber Security Conference, in Buenos Aires in July. This conference, hosted jointly with CITEL and the REMJA Group of Governmental Experts on Cyber-Crime, made important progress on developing a global cyber-security strategy that includes the entire OAS. Being a joint undertaking, it also demonstrated the ability of various areas of the General Secretariat to work together to accomplish substantial results on the topics before them. Sixteen member States participated in the conference, as did numerous representatives from the private sector. Following up on the meeting, CICTE continues to work with REMJA, CITEL, the member States and the Committee on Hemispheric Security to craft and put together the draft of a document containing a global strategy.

CICTE's Secretariat has been an active partner of the Financial Action Task Force on Money Laundering (FATF) in efforts to crack down on terrorist financing. In cooperation with CICAD and the Inter-American Development Bank (IDB), CICTE is preparing a training course for Financial Intelligence Units (FIUs) on the subject of terrorist financing.

The Executive Secretary of CICTE met with leaders of civil society in the area of Foz de Iguazú, where they discussed matters related to terrorist financing. He suggested to them that they adopt principles of transparency, based on GAFI's recommendations for oversight of nonprofit organizations. His comments were well received and triggered articles in the local press on the "know-your-client" policies apropos charitable donations. With the cooperation of the governments of the United States, Paraguay, Brazil and Argentina, in late 2004 CICTE will conduct additional training for the FIUs in the tri-border area.

On the global scene, CICTE was host of the United Nations Security Council Counter-Terrorism Committee's Follow-up Meeting for Regional, Subregional and International Organizations. In attendance were over 200 participants representing more than 110 organizations and countries, all participating in talks on ways to advance international cooperation to combat terrorism. Presiding over the meeting were the Minister of Foreign Affairs, the Honorable María Eugenia Brizuela de Avila, and the Permanent Representative of Spain to the United Nations, Ambassador Inocencio Arias, Chairman of the United Nations Counter-Terrorism Committee. The meeting examined the role that regional and international organizations play in efforts to fight terrorism. The key areas of discussion included: how organizations can share best practices; the role of regional organizations in building up the member States capacity to fight terrorism, and how to implement the program at the international level.

CICTE closed this period with its Fourth Regular Session, held in Montevideo, Uruguay, January 28 through 30, 2004. At this session the member States approved the Declaration of Montevideo and the Work Program for 2004-2005. The significant additions to the work plan include programs to meet the

new security requirements in civil aviation and maritime transportation, imposed by international norms.

The scale of the public programs conducted by CICTE's Secretariat increased considerably during the year. The on-line database against terrorism (OLAT) at CICTE's page on the Internet now has over 370 registered users worldwide. Featuring over 300 documents, this database is a fast means to find laws, best practices and experts on terrorism-related topics. The Secretariat also publishes a monthly news bulletin titled "*Informe*", which is distributed to over 500 people. The report contains recent developments and news related to counter-terrorism, upcoming events of interest to our National Points of Contact and new documents added to the OLAT database.

INTER-AMERICAN COMMITTEE ON NATURAL DISASTER REDUCTION

The Inter-American Committee on Natural Disaster Reduction (IACNDR) was created by the General Assembly through resolution AG/RES. 1682 (XXIX-O/99), to deal with natural disaster-related issues and to serve as the OAS' main forum for analyzing this topic, in coordination with the competent national organizations. It is chaired by the OAS Secretary General and composed of the Chairman of the Permanent Council, the Assistant Secretary General, the President of the Inter-American Development Bank (IDB), the Director General of the Pan American Health Organization (PAHO), the Secretary General of the Pan American Institute of Geography and History (PAIGH), the Director General of the Inter-American Institute for Cooperation on Agriculture (IICA), and the Executive Secretary of the Inter-American Council for Integral Development (CIDI)/Director General of the Inter-American Agency for Cooperation and Development (IACD).

The IACNDR has been working on preparation of a strategic plan for policy on vulnerability reduction, risk management and disaster response. Since August 2002, a technical group composed of experts from the Committee's member states had been meeting to prepare a plan to be presented to the Permanent Council prior to the next regular session of the General Assembly. That plan was submitted in May 2003. The Committee also put together recommendations to be presented to the Special Conference on Hemispheric Security, held in Mexico in October 2003.

The Committee members have started to introduce the strategic plan to various interested parts of the inter-American community. Many areas of activity that the plan covers will require the support of the national governments and decisions on their part.

The IACNDR will continue to monitor implementation of the activities contained in the strategic plan.

FONDEM (Inter-American Emergency Aid Fund)

During the period covered by this report, the OAS General Secretariat made no token financial contributions to respond to disasters in the member States.

JUSTICE STUDIES CENTER OF THE AMERICAS

In fulfillment of the mandates set forth in the Plan of Action of the Second Summit of the Americas and the recommendations adopted at the Meetings of the Ministers of Justice or Ministers or Attorneys General of the Americas, the Justice Studies Center of the Americas was established by the General Assembly [AG/RES. 1 (XXVI-E/99)] as an intergovernmental entity with technical and operational autonomy. Its objectives are to help strengthen human resources, facilitate the exchange of information and other forms of technical cooperation, and support reform and modernization of justice systems in the region.

Projects, by area, based on the Center's three goals

Conducting in-depth studies of the justice systems and developing innovative ideas in the discussion of judicial reforms.

Study Projects

- *Follow-up of criminal procedure reforms in the Americas.* In 2001, the JSCA started the follow-up project which studies and compares the justice systems in the region, particularly the results of the criminal procedure reforms implemented in the last two decades
- *Changes in the justice system and civil society.* In 2002, the JSCA participated in research sponsored by the Rights and Citizenship Program of the Ford Foundation's Southern Cone Office. This was to be a learning exercise about the role of civil society organizations in the recent judicial reforms in Argentina, Colombia, Chile and Peru.
- *Gender and Reforms to the Criminal Procedure System.* With support from the William and Flora Hewlett Foundation and the Canadian International Development Agency (CIDA), the Center is conducting a study to determine to what extent the new criminal procedure systems factor in the gender issue when investigating, prosecuting and punishing sexual offenses and others committed against the physical integrity of persons, most of whose victims are women. The study was done in Chile and will branch out into Guatemala, Honduras and Bolivia.
- *Indigenous Peoples and the Criminal Procedure System.* As part of the JSCA's Training Area program, "Institution building for criminal procedure reform," this study, done with support from the Canadian International Development Agency (CIDA), investigates the diversity angle in the region's reform processes, specifically in relation to the indigenous situation.
- *Women's Rights Tribunals.* With help from the GTZ, the JSCA conducted research to find the results of the women's rights tribunals in Chile, and their advantages and disadvantages. Those findings will be disseminated and discussed to determine whether other countries of the region should follow suit.
- *Administration of Justice and Racial Discrimination.* By mandate from the OAS, the JSCA is conducting a study on the way that the justice systems of the hemisphere tackle the problem of racial discrimination in the Americas.

To promote cooperation and the exchange of experiences among key parties in the justice sector in the region.

Activities in the Training Area

- *Inter-American Program to Train Instructors for Criminal Procedure Reform.* With funding from the Canadian International Development Agency (CIDA), the JSCA is working on a training program to ensure that the reforms in the criminal justice system in Latin America are implemented to maximum effect. It is targeted at the authorities and members of agencies and organizations involved in the process of criminal procedure reform.
- *Visits / workshops.* The JSCA is constantly organizing workshops on the ground. The workshops demonstrate the success stories associated with implementation and operation of adversarial criminal justice systems, and specifically Chile's new procedural system. During the visits participants attend hearings and/or oral arguments, learn about the institutions that participate in the system and have interviews and meetings with those institutions' authorities.
- *Training Program for Judges and Other Members of the Ecuadorian Criminal Justice System.* The JSCA, in association with the Universidad Técnica Particular de Loja and the firm Globatel, won the USAID-funded competition held by Fundación Esquel for designing and implementing a Training Program for Judges and Other Members of the Ecuadorian Criminal Justice System.
- *Virtual Forums.* The JSCA periodically organizes virtual forums to discuss current topics of interest in the region. The forums' method combines an e-list system for e-mail discussions, to which anyone may subscribe, and chat rooms moderated by regional experts on the subject matter being discussed.
- *Course: Oral Litigation for a New Criminal Law System.* In July, a course was given in Mexico City, for staff from the Office of the Attorney General of the Republic, from the Monterrey Public Defender's Office and from CIDE. In all 35 people attended, who were trained in the use of oral argument.
- *Internship programs.* This program is an effective way for the JSCA to enrich its work by enlisting the participation and input of professionals and students from various countries of the Americas and beyond. This enables the JSCA to create and maintain permanent ties with institutions and local experts.

Networking Projects

- *Creation of networks of justice institutions.* One of the missions of the Justice Studies Center of the Americas is to facilitate and promote communication between public institutions and civil society organizations in the area of justice reform, so as to help grow a regional community interested and actively participating in justice issues, with tight working relations among them.

Bilateral Cooperation Projects

- *Bilateral Cooperation.* The leading justice institutions in all countries of the region have been invited to enter into mutual cooperation agreements with the JSCA. This forms a juridical base of enormous importance both to provide the information and to enlist the

institutions into the online work, and to envisage future possible technical cooperation activities.

- *JSCA International and Local Events.* Another method that the JSCA has developed to increase cooperation and sharing of experiences among those who play a role in justice systems in the region is to organize, co-organize, sponsor and participate in seminars, workshops, working meetings, forums and roundtables, as a speaker, visitor, observer and participant.

Generate and disseminate instruments that improve information on justice in the Americas

- *Internet Page.* The JSCA has set about serving as a permanent and active channel for generating, compiling and disseminating information, legislation and basic statistics on the operation of the judicial systems in each country of the region, in a simple way and at little cost. It has made optimal use of the many advantages that digital communication affords. All its efforts materialize at the Internet page www.cejamericas.org, where the following can be found:
 - *Cover News.* In Spanish and English, the Cover News is updated weekly and contains news, links to relevant documents, a schedule of events and access to special issues on public policy in the justice area (development of judicial statistics, alternative means of settling disputes, civil society and reforms to the justice system, and so on).
 - *MARC Module.* The Web page established pursuant to the mandate given to the JSCA at the IV REMJA features a virtual library with documents, legislation, links to other Internet pages and a complete directory of centers offering alternative dispute resolution mechanism (MARC) services in the various countries of the Americas.
 - *Virtual Library.* Here the reader can find on-line documents, legislations, summaries and bibliographical references, plus a search engine to consult the requested texts online.
 - *Research.* Updated details on the studies conducted by the JSCA. The objectives, context, products and expected results are described. Access is provided to other relevant information, such as data-gathering tools, statistics, legislation, news and events.
 - *Training Page.* Information on the courses, internship programs and activities, organized by area.

Projects

Report on Justice Systems in the Americas. Another way that the JSCA has proposed to facilitate the exchange of information and use to advantage the experience gained from the work in the region is the Annual Report on Justice Systems in the Americas, funded by the Canadian Government's Human Security Program.

Generating Judicial Indicators and Statistics: With financing from the Inter-American Development Bank (IDB) and the United States Agency for International Development (USAID), the JSCA has been conducting this project since 2001. Its purpose is to create an integral system for data collection and processing, to produce quality judicial statistics that can be compared and are easy to understand and access.

Access to information on the justice systems. For the JSCA, having transparent, predictable, prompt and quality judicial systems is an essential of democracy and economic and social development. This project is being carried out in conjunction with the IACHR's Office of the Special Rapporteur for Freedom of Expression and with funding from the Rights and Citizenship Program of the Ford Foundation's Southern Cone Office.

ADMINISTRATIVE TRIBUNAL

The Administrative Tribunal of the Organization of American States was created on April 22, 1971, by resolution AG/RES. 35 (I-O/71), which the General Assembly adopted at the ninth plenary session of its first regular session. Its function is to settle any disputes that may arise with staff members by reason of administrative decisions, including those relating to the Retirement and Pension Plan of the General Secretariat.

It has six members, each of a different nationality and elected by the General Assembly in a personal capacity to a six-year term. Three judges sit at any given session. The Secretary of the Administrative Tribunal heads the Secretariat of the Tribunal, which is under the Office of the Assistant Secretary for Legal Affairs of the General Secretariat. The Secretary provides legal advisory services to the members of the Tribunal, oversees the statutory procedure that cases filed with the Tribunal must follow, and is in charge of the administrative business of the Tribunal and its Secretariat. The Secretary of the Tribunal also serves as a legal officer, under the general supervision of the Assistant Secretary for Legal Affairs.

Secretariat of the Administrative Tribunal

In addition to the Tribunal's administrative activities, in 2003 it was represented by its President, the Honorable Judge Rosa Montalvo Cabrera (Peru), and its Secretary at the XXXIII regular session of the General Assembly, held in Santiago, Chile. During its fourth plenary session, held on June 10, 2003, the Assembly elected Dr. Alma Montenegro de Fletcher to be a judge on the Administrative Tribunal of the Organization of American States.

With the consent of the other judges on the Tribunal, the following were among the activities carried out by its President, Judge Rosa Montalvo Cabrera, during the XXXIII regular session of the OAS General Assembly, in Santiago, Chile, June 2003:

- Working meeting with the Executive Director of the Justice Studies Center of the Americas.
- Working meeting with the Executive Secretary of the Inter-American Commission of Women.
- Presentation by the President of the Tribunal before the General Committee of the Assembly.
- Participation in the informal meeting where civil society organizations met with the heads of delegation of the OAS member States.

The Tribunal held its LI session from October 27 through 31, 2003, with the following judges present: Rosa Montalvo Cabrera, President, Lionel Alain Dupuis, Vice-President, Morton H. Sklar, and Agustín Gordillo.

At that session, the Tribunal took up complaint 276, wherein the petitioner alleged that the General Secretariat had failed to comply with the deadlines established in Article 112 of the Staff Rules. It also considered complaint 280, where the petitioner asked the Administrative Tribunal to order that the established procedures for performance evaluations and the right to be heard on the subject be observed before any decision not to renew her contract was taken.

The Administrative Tribunal also approved the following resolutions at its LI regular session:

Resolution 344: In tribute to His Excellency the President of the Commonwealth of Dominica, Dr. Nicholas J.O. Liverpool, thanking him for his service as a member of the OAS Administrative Tribunal, where he served with distinction and integrity.

Resolution 345: In keeping with Article 2, paragraph 5, of the Tribunal's Rules of Procedure, the first panel for 2004 was determined by lot, as follows: Judges Lionel Alain Dupuis (President), Franz Álvaro Vega Noya and Agustín Gordillo.

Resolution 346: In this resolution, the Administrative Tribunal expressed its deep appreciation to Judge Rosa Montalvo Cabrera for her hard-working dedication and distinguished leadership in the Administrative Tribunal's work.

Resolution 347: To clarify the statements contained in the brief filing the complaint and in the answer to it, the Tribunal decided to instruct the Secretary to request a brief of final arguments at least 15 days before the start of the Tribunal's session and the order for oral debate required under Article 39 of the Tribunal's Rules of Procedure.

The Administrative Tribunal also examined resolution AG/RES. 1974 (XXXIII-O/03) concerning the budget available for 2004.

The Tribunal also considered the study presented by the Secretariat of the Tribunal comparing the Statute and Rules of Procedure of the Tribunal with those of the Administrative Tribunals of the Inter-American Development Bank, the World Bank, the International Monetary Fund and the International Labour Organisation, and a report prepared at the request of the President of the Tribunal on the Organization's policy regarding the Code of Ethics and Conflict of Interest for Staff of the OAS. The judges agreed to take those documents into account for purposes of the draft amendment to the Tribunal's Rules of Procedure, which will be presented at its next regular session in 2004.

Finally, on March 20, 2003, a working meeting was held at OAS headquarters with the Secretaries of the Administrative Tribunals of the Inter-American Development Bank (IDB), the World Bank and the International Monetary Fund (IMF). There they exchanged views on various procedural and other matters relating to the coordination and sharing of information on the activities that the Secretariats of these tribunals perform.

PAN AMERICAN DEVELOPMENT FOUNDATION

Established in 1962, the Pan American Development Foundation (PADF) is a private, nonprofit, nongovernmental institution that works exclusively in Latin America and the Caribbean. It coordinates some of its activities with the OAS, under a Cooperation Agreement concluded in 1982 to cooperate in cultural, scientific, educational, economic, and social development and in disaster relief. The Secretary General chairs the Foundation's Board of Trustees.

The PADF was created to raise public and private donations to help the most disadvantaged people of the Hemisphere, empower them to achieve sustainable economic and social development, and respond to natural disasters and humanitarian crises. It does its work through innovative partnerships with the public and private sectors, in furtherance of OAS priorities.

The relations between the Foundation, the General Secretariat and the member States were further strengthened during this period thanks to good coordination among the parties and the growing number of services that the PADF provided in Argentina, Brazil, Bolivia, Colombia, Costa Rica, Cuba, the Dominican Republic, Ecuador, El Salvador, Haiti, Honduras, Jamaica, Mexico, Paraguay, Peru and Uruguay.

Important activities

Hillside farming project (Haiti)

This project is funded by USAID to improve production, processing and the marketing systems of community groups, cooperatives and agribusiness. More and more, the organizations that the PADF trains are playing an intermediary role in the country's farm marketing system and generating a considerable number of jobs. This program is coupled with another USAID-funded project to monetize grains, repair roads connecting centers of agricultural production with markets, and rural schools to be used in the event of a disaster, establish irrigation systems and teach communities how to prevent disasters. The Government of Haiti also gave the PADF funds to build an irrigation system in the south and, together with municipal officials and local residents, to implement erosion control measures in the city of Cap Haitienne.

Building up the NGOs' capacity (Haiti- Dominican Republic)

New agreements signed with USAID/Washington paved the way to improve economic-social conditions on the Haitian-Dominican border, to combat the trafficking in children to be used as work slaves, thereby helping to solve a major human rights problem. The World Bank and private sector contributions are funding, through the PADF, a community development project targeted at two municipal communes in the area.

Generation of sustainable jobs (Colombia)

With funding from USAID and strong private-sector participation, the PADF is implementing two important projects for families displaced by the violence and farmers who stop cultivating illegal crops and shift to lawful farming. Both projects reach 40,000 families in 16 departments and 110 municipalities, benefiting almost 200,000 people. Of these, some 40% are women. PADF leverages the resources received from USAID and forges strategic alliances that encourage domestic and international socially responsible corporate investment and public sector participation in programs targeted at the most needy sectors of the displaced population, particularly the Afro-Colombian, in rural development projects, incubation of small corporate businesses and microenterprise, establishment of productive community centers that also provide educational and health services and job training.

A delegation from the PADF Board, headed by the Secretary General of the OAS and accompanied by Congressional representatives and representatives of the private sector in the United States, visited Colombia in November 2003. The group met with the President of Colombia, the Honorable Dr. Alvaro Uribe, the Ambassador of the United States, the Director of USAID, and high-ranking representatives of the government and the private sector in Colombia. The delegation inaugurated two important community centers. The first, which provides medical care and education to 200 children and job training to mothers among the displaced, high-risk Afro-Colombian population of Soacha, near Bogota, was built and organized by the PADF, Minuto de Dios and AFRODES. The second, which is for incubating small businesses, health care and education, and better housing for 600 displaced ethnic families in Riohacha, La Guajira, was built by the PADF and the La Guajira Family Assistance Fund, and contributions from the ICBF, the municipality and the local chamber of commerce.

Remittances (El Salvador, Mexico, Haiti)

Latino and Caribbean immigrants living in the United States send US\$32 billion annually in family and community remittances to their countries of birth, a figure that surpasses the combined investment from international lending agencies in the region. The PADF, with support from USAID, started three pilot projects with immigrant groups from El Salvador, Mexico and Haiti in the United States, to channel a portion of their remittances to productive projects in their native communities. Each group is making initial investments which are then matched by the PADF to develop opportunities and create sustainable jobs and increase income in those communities.

In the case of El Salvador, the PADF is working with the *Comité Cívico Unido Americano-Salvadoreño*, helping five rural cooperatives diversify their traditional farm production to shift to new crops to sell on the domestic and international markets. In Haiti, the PADF is working with the National Organization for the Advancement of Haitians (NOAH) helping rural cooperatives to plant 40,000 fruit trees. In Mexico, the PADF is advising MIGPAO, *Organización de Migrantes por Ayoquezco*, on the development of an innovative model of transacted business so that the community can produce and export nopal to the American-Mexican market that longs for local products.

The three projects are part of the Transnational Development Fund created by the PADF with support from the private sector, foundations and donor governments. They are models that other Latino and Caribbean immigrants in the United States can follow to begin economic-social development projects in their native communities.

Corporate Partners

One of the Foundation's key approaches is to enlist a wide range of hemispheric partners in economic-social development processes, particularly the private corporate sector represented by banking, industry, commerce, business, chambers of commerce and business organizations. Examples of these corporate partners include the following: Unibank, Masterfoods and Citigroup in Haiti; Group M in Haiti-Dominican Republic; Banco Agrícola in El Salvador; Bank-Boston, Chevron-Texaco, Occidental Petroleum, 3M, Grupo Bavaria, chambers of commerce and family assistance funds in Colombia; Altria Group in Argentina, Brazil and Paraguay; Massalin Particulares in Argentina, and Caterpillar in Peru.

Other corporate partners include Landmark Graphics, Stanford Financial Group, Channellock Inc., Cornell Quality Tools, Danaher Tool Group, Genesis Medical Imaging, Meritool and Stride Tool Co, thanks to whom the PADF was able to send the member States 19 donations of "Medical Equipment and Education Tools" valued at over US\$1.3 million. PADF also works closely with the Latin American Chambers of Commerce to bring assistance to the hemisphere when natural disasters occur and to support other PADF projects in the region.

BOARD OF EXTERNAL AUDITORS

Pursuant to General Assembly resolution AG/RES. 123, adopted on April 14, 1973, and Permanent Council resolution CP/RES. 124 of June 10, 1975, the Board of External Auditors is responsible for the external auditing of the General Secretariat's accounts. The Board launched its activities in March 1976, and adopted detailed rules and procedures for discharging its duties and responsibilities in accordance with the relevant decisions of the General Assembly and Permanent Council. The Board is made up of three members elected by the General Assembly.

The Board held its annual meeting from April 7 through 11, 2003, to prepare its report on the external audit of the accounts and financial statements of the OAS, pursuant to Article 129 of the General Standards.

The Board presented its observations on April 11, 2003, in the document titled Report to the Permanent Council of the Organization of American States: Audit of Accounts and Financial Statements, December 31, 2002 and 2001 (OEA/Ser.S JAE/doc.33/03). The report is divided into four sections: a) comments and recommendations for improving accounting-related procedures and internal controls; b) financial statements of the General Secretariat of the Organization of American States; c) Financial statements of the Inter-American Agency for Cooperation and Development and the Trust for the Americas; d) Financial statements of other agencies and entities related to the Organization of American States.

According to the reports issued by Arthur Anderson, LLP, a firm of independent auditors, the financial statements for the audited entities tallied with the General Secretariat's books, records, documents and vouchers.

The Board also discussed other issues, concerns and recommendations, which it wanted to bring to the attention of the Secretary General, the General Assembly and the Permanent Council. After the synopsis of the financial situation of the Regular Fund, the Specific Funds and the special contributions to the OAS, the Board examined the initiatives taken by OAS Management to put into practice the Board recommendations that appeared in the previous year's report and new topics of concern to the Board.

The Board underscored the fact that the independent auditors issued unqualified ("clean") reports – which is the ideal outcome of any audit- with regard to the 2002 financial statements of the following:

- Regular Fund of the OAS and Specific Funds
- Inter-American Agency for Cooperation and Development
- Trust for the Americas
- Leo S. Rowe Pan American Fund
- Rowe Commemorative Fund
- Unit for Promotion of Democracy
- Retirement and Pension Fund
- Inter-American Defense Board Fund
- Medical Benefits Trust Fund
- Planning for Adaptation to Global Climate Change Project

INTER-AMERICAN DEFENSE BOARD

Established in 1942 to study and recommend measures for the Hemisphere's defense, the Inter-American Defense Board (IADB) is the world's oldest multilateral military organization. It promotes peace and security in the Hemisphere, while also building confidence among the parties through military cooperative relations and partnership. The Board promotes cooperative security interests in the Western Hemisphere. It is active in such areas as mine clearing for humanitarian purposes and confidence-building measures that are directly supportive of the goals of the OAS and the Ministers of Defense. It oversees an advanced academic program of studies in security and defense, given at the Inter-American Defense College.

The Inter-American Defense Board (IADB) has continued its ongoing involvement in coordinating and supervising the humanitarian demining programs for Central America (MARMINCA) and South America (MARMINAS) on the border between Peru and Ecuador. Over 30 international supervisors take part in these endeavors, representing the Armed Forces of the Americas and acting always in support of the OAS through the Integrated Action against Antipersonnel Mines Program (AICMA). Members of the Chiefs of Staff of the IADB took part in supervisory and coordination visits to MARMINAS. In Honduras, the IADB coordinated with the U.S. Department of Defense in using originally German mechanical shovels, especially modified for demining purposes, in support of Honduras as a mine-free country. The Board also provided technical assistance in demining to Peru and Ecuador in the form of training courses for sappers and technical personnel. Of particular note is the fact that by April 1, 2004, 35,956 mines and explosive devices had been destroyed, which means that an area covering nearly two million square meters in that region has now been cleared. The Chiefs of Staff of the Board drafted a Manual of Operational Procedures for Humanitarian Demining, which encompasses both international norms and IADB guidelines.

The Board completed the inventory of Confidence- and Security-Building Measures in the Hemisphere, updated on the basis of the reports submitted by member states in 2002, as well as the Inventory of Confidence- and Security-Building Measures in Other Regions of the World. Those inventories were forwarded to the General Secretariat and presented to the Committee on Hemispheric Security.

The Inter-American Defense College (IADC) continued to offer its course in advanced professional and interdisciplinary studies for civilian officials, military personnel, and police as part of its 11-month academic program providing ample information on governmental systems, the international environment, the structure and workings of the inter-American system, peacekeeping operations, and analysis of threats to hemispheric security. Complementing those studies, the College ran four seminars on Threats, Concerns, and Other Challenges to Hemispheric Security, Peacekeeping Missions, Crisis Management, and Natural Disasters. In support of the Education for Peace Program, the College conducts courses on Conflict Resolution and Crisis Management Exercises to help participants grasp and practice basic negotiating skills, as well as lectures to promote regional understanding and enhance civilian-military relations. The College offers two Masters Degrees: one in International Services with a particular emphasis on Security and Defense, in coordination with American University; the other, on Defense and Security, in coordination with Universidad del Salvador in Argentina.

To broaden the scope of its academic program, the Inter-American Defense College has developed a distance learning program via the Internet in cooperation with the Institute of World Affairs. It currently offers a course on Conflict Resolution and Crisis Management.

In cooperation with the OAS and the Central American Armed Forces Conference, the IADC held a seminar in Guatemala on drafting White Books and Defense Policies at the national and regional level.

It provided comprehensive analysis of the new defense policies in Central America and benefited, moreover, from the participation of civilian and military representatives who conveyed the experience and knowledge acquired in this field by other countries in the Hemisphere. The College is currently busy planning and developing a hemispheric seminar on the Collection, Identification, Stockpile Management, and Destruction of Small Arms and Light Weapons, to be held in Nicaragua, in coordination with the OAS General Secretariat, and with the participation of CICAD and the United Nations.

Through a range of academic initiatives, the College has made a point of supporting programs of concern to the OAS, such as promotion of the Democratic Charter and the promotion of a democratic culture through education.

In the person of its President, the IADC has attended and participated in all of the major meetings of the OAS, such as the High-Level Meeting on the Security Concerns of Small Island States, the annual meetings of CICTE, CICAD, and CIFTA, the Meeting of Experts on Confidence-building Measures, the General Assembly, and the Special Conference on Security. General Freeman also took part as a guest speaker in the Conference on Arms, Drugs, and Terrorism in the Hemisphere, organized by the OAS and George Washington University. He also spoke on several occasions to the Committee on Hemispheric Security regarding the outcomes of the various phases of the College's modernization program.

The IADC continued to expand and strengthen its Network of Academic Cooperation Agreements with numerous military and civilian institutes and universities in the Hemisphere. Thus far, over 15 academic cooperation agreements have been signed. Reflecting their growing prestige in the region, both the IADB and the IADC received numerous official visits, such as those of the National Defense Committee of Peru's National Congress, the Institute of Advanced National Studies of Ecuador, the Vice Minister of National Defense of Uruguay, the Institute of Advanced Studies for the Defense and National Security of the Dominican Republic, the College of Advanced Strategic Studies of El Salvador, the Director General of the National Police of Colombia, the Minister of Defense of Argentina, the Military Academy of Chile, the National Defense College of Honduras, and the visit of the Commander of the Fourth Brigade of Colombia.

INTER-AMERICAN COURT OF HUMAN RIGHTS

The Inter-American Court of Human Rights is an autonomous judicial institution of the OAS whose purpose is to apply and interpret the American Convention on Human Rights. The Court has both contentious and advisory jurisdiction. It is made up of seven jurists, elected in a personal capacity by the States Parties to the American Convention, during the General Assembly of the Organization of American States.

During the period covered in this report, the judges of the Court were as follows, in order of precedence: Antônio A. Cançado Trindade (Brazil), President; Sergio García Ramírez (Mexico), Vice President; Hernán Salgado Pesantes (Ecuador); Máximo Pacheco Gómez (Chile); Oliver Jackman (Barbados); Alirio Abreu Burelli (Venezuela); and Carlos Vicente de Roux Rengifo (Colombia). Also, during the period covered in this report, the Secretary of the Court was Manuel E. Ventura Robles (Costa Rica) and the Deputy Secretary was Pablo Saavedra Alessandri (Chile).

Contentious cases, provisional measures and advisory opinions submitted to the Court

In late 2002 and during 2003, the Inter-American Commission on Human Rights submitted the following cases to the Court: *Mapiripán v. Colombia*, *The “La Nación” Newspaper v. Costa Rica*, *Alfonso Martín del Campo Dodd v. Mexico*, *Caesar v. Trinidad and Tobago*, *Yakye Axa Community v. Paraguay*, *De la Cruz Florez v. Peru*, *Carpio Nicolle et al. v. Guatemala*, the *Serrano Cruz Sisters v. El Salvador*, *Yatama v. Nicaragua*, *Acevedo Jaramillo et al. v. Peru*, *Acosta Calderón v. Ecuador*, *Daniel David Tibi v. Ecuador*, *Marco Molina Theissen v. Guatemala*, *López Álvarez v. Honduras*, and the case of the *Yean and Bosico Girls v. the Dominican Republic*. It also sought provisional measures in the cases of the *Communities of Jiguamiandó and Curbaradó* (Colombia), *Lysias Fleury* (Haití), and *Marta Colomina and Liliana Velásquez* (Venezuela).

Sessions

During the time covered in this report, the Court held four regular sessions, where it took up the following matters:

During its *LVIII Regular Session*, held February 17 through March 8, 2003, the Court delivered a judgment on the merits and reparations in the *Five Pensioners v. Peru Case*. It also issued decisions on provisional measures in the following cases: *Luis Uzcátegui* (Venezuela), *Luisiana Ríos et al.* (Venezuela), *Liliana Ortega et al.* (Venezuela), *Helen Mack Chang* (Guatemala), *Bámaca Velásquez* (Guatemala), and in the case of the *Communities of Jiguamiandó and Curbaradó* (Colombia). The Court also held public hearings in the following cases: *Mack Chang v. Guatemala*, *Maritza Urrutia v. Guatemala*, *Juan Humberto Sánchez v. Honduras*, *Bulacio v. Argentina*; *Advisory Opinion OC-18 (Juridical Condition and Rights of the Undocumented Migrants)* to hear the oral arguments of a number of OAS member States who participated in the Opinion. The Court also held hearings on the provisional measures requested in the following cases: *Luis Uzcátegui* (Venezuela), *Luisiana Ríos et al.* (Venezuela), and *Liliana Ortega et al.* (Venezuela). Finally, the Court agreed to accept Judge Abreu Burelli’s decision to decline, for personal reasons, the position of Vice President of the Court. In his place, it unanimously elected Judge Sergio García Ramírez as Vice President of the Inter-American Court of Human Rights.

During its *LIX Regular Session*, June 4 through 12, 2003, the Court issued its judgment on the preliminary objections, merits and reparations in *Juan Humberto Sánchez v. Honduras*. It also issued decisions on provisional measures in the following cases: *Blake* (Guatemala), *Helen Mack Chang et al.* (Guatemala), and *Lysias Fleury* (Haití). The Court held another public hearing on *Advisory Opinion OC-18 (Juridical Condition and Rights of the Undocumented Migrants)*, to hear oral arguments from the individuals, organizations or universities that presented *amicus curiae* briefs.

At its *LX Regular Session*, September 8 through 20, 2003, the Court issued a judgment on the merits and reparations in the *Bulacio v. Argentina Case* and its *Advisory Opinion OC-18 (Juridical Condition and Rights of the Undocumented Migrants)*. It also issued a decision on provisional measures in *Marta Colomina and Liliana Velásquez* (Venezuela) and a decision on compliance with the judgment in the *Benavides Cevallos v. Ecuador Case*. Finally, the Court appointed Chilean attorney Pablo Saavedra Alessandri as its new Secretary, who had up till then served as Deputy Secretary of the Tribunal. He took over his new functions on January 1, 2004.

At its *LXI Regular Session*, November 20 through December 4, 2003, the Court issued four judgments in the following cases: *Mack Chang v. Guatemala*, merits and the reparations; *Juan Humberto Sánchez v. Honduras*, interpretation of a judgment; *Maritza Urrutia v. Guatemala*, merits and reparations; and *Baena Ricardo et al. v. Panama*, jurisdiction. Also issued at that session was a decision on provisional measures in the case of *Luisiana Ríos et al.* (Venezuela). The Court also issued 15 orders for compliance with judgments in the following cases: *Blake v. Guatemala*, *Benavides Cevallos v. Ecuador*, *Barrios Altos v. Peru*, *Caballero Delgado and Santana v. Colombia*, *Garrido and Baigorria v. Argentina*, *Bámaca Velásquez v. Guatemala*, *Hilaire, Constantine and Benjamin et al. v. Trinidad and Tobago*, *The “White Van” Case (Paniagua Morales et al.) v. Guatemala*, *Cantoral Benavides v. Peru*, *Loayza Tamayo v. Peru*, *The “Street Children” Case (Villagrán Morales et al.) v. Guatemala*, *Suárez Rosero v. Ecuador*, *Castillo Páez v. Peru*, and the *Constitutional Court v. Peru*. It issued a decision in *“The Last Temptation of Christ” (Olmedo Bustos et al.)*, in which it ordered the case closed and filed. The Court also issued 8 decisions ordering compliance with provisional measures in the following cases: *Marta Colomina and Liliana Velásquez* (Venezuela), *Luis Uzcátegui* (Venezuela), *Luisiana Ríos et al.* (Venezuela), *Liliana Ortega et al.* (Venezuela), *Bámaca Velásquez* (Guatemala), *Lysias Fleury* (Haiti), and *James et al.* (Trinidad and Tobago). In the case of *Clemente Teherán et al. (“Zenu”Indigenous Community)* (Colombia) it ordered that the provisional measures be lifted and regarded as terminated. Finally, the Court elected its new President, Judge Sergio García Ramírez (Mexico) and its new Vice President, Judge Alirio Abreu Burelli (Venezuela), who will take office on the first day of the first session in 2004.

In the four regular sessions described above, the Court considered various issues relating to matters pending and examined various reports presented by the Inter-American Commission on Human Rights and the States involved where provisional measures have been ordered. The Court also examined the various reports presented by the Commission, the States involved and the victims or their representatives in cases in which the Court’s judgment has been delivered and are in the compliance phase. It also took up a number of administrative matters.

Other activities

During the period covered in this report, the Court was pleased to receive the following visitors: Dr. Martín Sheinin, a member of the United Nations Human Rights Committee; Dr. Paul Mahoney, Secretary of the European Court of Human Rights; Minister Nilmário Miranda, Special Secretary for Human Rights of Brazil; Dr. Rafael Chamorro Mora, President of the Central American Court of Justice; Dr. Agustín García Calderón, President of the Supreme Court of El Salvador; Dr. Luis Paulino Mora Mora, President of the Supreme Court of Costa Rica; Dr. Fausto Alvarado Dodero, Minister of Justice of Peru; Dr. Mérida O'Donnell, Regional Representative for Mexico and Central America, Office of the United Nations High Commissioner for Refugees (UNHCR) ; Dr. Edgar Armando Gutiérrez Girón, Minister of Foreign Affairs of Guatemala; the Honorable Álvaro Uribe Vélez, President of the Republic of Colombia; Dr. Carolina Barco, Minister of Foreign Affairs of Colombia; Dr. Roberto Tovar Faja, Minister of Foreign Affairs of Costa Rica; Dr. Jaime Ruiz de Santiago, Representative of the United Nations High Commissioner for Refugees (UNHCR) in Poland; and Dr. Prometeo Cerezo, Secretary of the Hispano-Luso-American Institute of International Law (IHLADI). The Court also entered into cooperation agreements with the University of Brasilia, the *Universidad para la Paz*, the Max-Planck Institute of International Law in Heidelberg, the Institute of International Studies of the *Universidad de Chile*, the Hispano-Luso-American Institute of International Law (IHLADI), the Inter-American Institute for Cooperation on Agriculture (IICA), the *Universidad Central de Chile*, the Center for Human and Civil Rights of the University of Notre Dame, the Council of State of the Republic of Colombia, the *Universidad Católica "Nuestra Señora de la Asunción"* in Paraguay, and the Public Ministry of the Republic of Chile. The Court also held the "Third Workshop for Study and Exchange on International Humanitarian Law and Related Topics" in conjunction with the International Committee of the Red Cross (ICRC).

VI. PERMANENT OBSERVERS

PERMANENT OBSERVERS

Permanent observer status in the Organization of American States was established by the General Assembly at its first regular session, held in San José, Costa Rica, in 1971 (AG/RES. 50 (I-O/71)). The permanent observers participate in the Organization's activities and contribute to its programs. As of the date of preparation of this report, there were 59 permanent observers in the Organization.

The Office of External Relations is in charge of day-to-day activities associated with the permanent observers. Through informational meetings, exchange of documents and special events, the Office of External Relations promotes active participation and collaboration by these countries in the work of the General Secretariat.

There are now a total of 59 permanent observers to the OAS. Two new states, Slovenia and Nigeria, obtained permanent observer status with the Organization in 2003, followed by the Grand Duchy of Luxembourg in February 2004. As a result, the current permanent observers are: Algeria, Angola, Armenia, Austria, Azerbaijan, Belgium, Bosnia and Herzegovina, Bulgaria, Croatia, Cyprus, the Czech Republic, Denmark, Egypt, Equatorial Guinea, Estonia, the European Union, Finland, France, Georgia, Germany, Ghana, Grand Duchy of Luxembourg, Greece, the Holy See, Hungary, India, Ireland, Israel, Italy, Japan, Kazakhstan, Korea, Latvia, Lebanon, Morocco, the Netherlands, Nigeria, Norway, Pakistan, the Philippines, Poland, Portugal, Qatar, Romania, the Russian Federation, Saudi Arabia, Slovakia, Slovenia, Spain, Sri Lanka, Sweden, Switzerland, Thailand, Tunisia, Turkey, Ukraine, the United Kingdom of Great Britain and Northern Ireland, Yemen, and Yugoslavia.

During the period covered by this report, the Organization received contributions in cash totaling approximately US\$12 million from the following permanent observer countries: Denmark, the European Union, Finland, France, Germany, Greece, the Holy See, Italy, Japan, Korea, the Netherlands, Norway, Spain, Sweden, Switzerland, Turkey, and the United Kingdom. The OAS also received significant contributions in kind of close to US\$500,000 from France, Israel, Korea, and Spain. The main areas supported by these countries included democracy, human rights, settlement of disputes, the fight against drug trafficking, and sustainable development and environment, among others. The OER hosted a number of donation ceremonies in public recognition of the support provided by permanent observers to the Organization's work, and coordinated the distribution of the respective press releases.

With respect to visits by senior government authorities of permanent observer countries, special mention should be made of the visit of the President of Italy, Carlo Azeglio Ciampi, to the Organization's headquarters, where he addressed a protocol session of the Permanent Council. At that time, the Italian Head of State spoke optimistically of the dialogue undertaken by the European Union and the OAS. As the first Italian head of state to visit the Organization, President Ciampi took the opportunity to announce that Italy would once again have a permanent mission to the OAS.

This period also saw the first consultations between the OAS and the European Union, organized by this office and dealing with a variety of Western Hemisphere topics that could benefit from greater cooperation between the two entities. The European Union delegation was headed by Italy's Vice Minister of External Relations, Mario Baccini, and its Director General for the Americas, Ambassador Luigi Ortona. Ireland, which was to succeed Italy in the presidency of the European Union, was

represented by Patrick Walshe, Assistant Secretary General of his country's foreign office. Representatives of the European Commission and the Council of the European Union also attended.

Another important event organized by the OER during the year was the high-level meeting between the Secretary General of the Council of Europe, Walter Schwimmer, and the Secretary General and Assistant Secretary General of the OAS. The main purpose of this meeting was to establish contact and exchange information on topics of mutual interest, such as human rights, combating drugs, corruption, terrorism, and strengthening democracy.

The OER also maintains and regularly updates its web page on permanent observers, which includes information and documentation on the status of permanent observer, detailed information on each observer country, and general data on observers' contributions and their participation in the Organization's activities. During the period covered by this report, the office produced a Spanish version of the web page, which had previously been available only in English.

In close cooperation with the technical areas, the office also prepared and distributed a folder with detailed information on the financing needs of technical cooperation projects administered by the General Secretariat, for consideration by the governments of observer countries.

**VII. TRAVEL BY THE SECRETARY GENERAL AND
THE ASSISTANT SECRETARY GENERAL**

Travel by the Secretary General

Facilitation mission by the Secretary General to Venezuela
Caracas, Venezuela, January 2 to 23, 2003

Facilitation mission by the Secretary General to Venezuela
Caracas, Venezuela, January 28 to February 6, 2003

Facilitation mission by the Secretary General to Venezuela
Caracas, Venezuela, February 7 to 14, 2003

Meeting of the Club of Montevideo
Barcelona, Spain
February 19 to 23, 2003

Signing of the Framework Cooperation and Technical Assistance Agreement between the
Government of Colombia and the General Secretariat of the OAS for Assistance to the National
Plan for Comprehensive Action against Antipersonnel Landmines in Colombia
Bogotá, Colombia, February 25, 2003

Meeting of the Group of Friends of the Secretary General on his facilitation mission to Venezuela
Brasilia, Brazil, March 5 to 10, 2003

Conference “Financing Democracy in the Americas: Political Parties, Campaigns, and Elections,”
organized by the Carter Center, and meeting with former president Jimmy Carter
Atlanta, Georgia, March 17 and 18, 2003

Facilitation mission by the Secretary General to Venezuela
Caracas, Venezuela, March 26 to 28, 2003

Meeting of the Madrid Club and meeting with former president Bill Clinton
New York, NY, March 18 to 20, 2003

Meeting of the Boards of Governors of the Inter-American Development Bank and the Inter-
American Investment Corporation
Milan, Italy, March 20 to 25, 2003

Facilitation mission by the Secretary General to Venezuela
Caracas, Venezuela, March 30 to April 3, 2003

Meeting of the United Nations Security Council and Regional Organizations: “Facing New Challenges
to International Peace and Security”
New York, NY, April 10 and 11, 2003

Facilitation mission by the Secretary General to Venezuela
Caracas, Venezuela, April 23 to 30, 2003

Conference “In the Present International Context, Is It Realistic to Expect That the FTAA Can Be on Target for 2005?”

Montreal, Canada, May 2 to 5, 2003

Special Mission by the Secretary General to Bolivia

La Paz, Bolivia, May 10 to 13, 2003

Seventeenth Summit of Heads of State and Government of the Member Countries of the Permanent Mechanism for Consultation of the Rio Group

Cuzco, Peru, May 23 and 24, 2003

Meeting with the New York Times and the Cisneros Group

New York, NY, June 3 and 4, 2003

Thirty-third regular session of the OAS General Assembly

Santiago, Chile, June 8 to 10, 2003

Twenty-Fourth Regular Meeting of the Conference of the Heads of Government of the Caribbean Community

Montego Bay, Jamaica, July 2 to 5, 2003

5th Annual United Nations-Regional Organizations High-Level Meeting

New York, NY, July 29 and 30, 2003

Third Meeting of Ministers of Education in the CIDI framework

Mexico City

August 11, 2003

Thirteenth Inter-American Conference of Ministers of Labor

Bahia, Brazil, September 22 to 25, 2003

Second Meeting of Ministers and High-level Authorities Responsible for Policies on Decentralization

Mexico City, September 25 to 29, 2003

High-Level Meeting on Poverty, Equity, and Social Inclusion

Isla Margarita, Venezuela, October 7 to 9, 2003

Tenth Annual Meeting of the Group of Fifty (G-50)

Keswick, Virginia, October 10 to 12, 2003

59th General Assembly of the Inter-American Press Association and the Chicago Tribune

Chicago, Illinois, October 12 and 13, 2003

Conference: “RESA” as an instrument of competitiveness

Panama, October 26 to 28, 2003

Special Conference on Security
Mexico City, October 24 to 30, 2003

Biarritz Forum: Fourth Encounters
Valle Bravo, Mexico, October 29, 2003

Dialogue on Governance, Globalization, and Development, organized by the University of Barcelona
Barcelona, Spain, October 30 and 31, 2003

General Assembly of the Madrid Club
Madrid, Spain, October 31 to November 4, 2003

Enterprise Forum and Ministerial Meeting of the Free Trade Area of the Americas, FTAA
Miami, Florida, November 18 to 22, 2003

Mission of the Organization of American States to observe the process of collection, verification, and
validation of signatures
Caracas, Venezuela, November 23 to 28, 2003

Second Summit of the Americas
Monterrey, Mexico, January 11 and 12, 2004

Assumption of office of the president of Guatemala
Guatemala City, January 12 to 18, 2004

Meeting of the Inter-American Committee against Terrorism, CICTE
Montevideo, Uruguay, January 27 to 29, 2004

World Forum on Communication and Sustainable Development
Soria, Spain, January 29 to February 4, 2004

Official visit to Brazil
Brasilia, Brazil, February 4 to 6, 2004

Travel by the Assistant Secretary General

Co-chair (along with Foreign Minister Julian Hunte of Saint Lucia) of the Organization of American States/Caribbean Community (OAS/CARICOM) High-Level Delegation pursuant to Permanent Council resolution CP/RES. 822

Port-au-Prince, Haiti, March 18 to 21, 2003

Consultations on Haiti with members of the High-level Delegation, as requested by the Permanent Council

Miami, Florida, April 12, 2003

Elections in Paraguay

Asuncion, Paraguay, April 25 to 29, 2003

Thirty-third regular session of the General Assembly of the Organization of American States
Santiago, Chile, June 6 to 11, 2003

Annual Course on International Law sponsored by the Inter-American Juridical Committee
Rio de Janeiro, Brazil, August 6 to 11, 2003

National Conference on Latin America organized by the Government of Italy
Milan, Italy, October 11 to 19, 2003

Special Conference on Security

Mexico City, Mexico, October 11 to 19, 2003

Celebrations of the Centennial of the Republic of Panama

Panama City, Panama, November 1 to 4, 2003

Fifth Americas Project Colloquium, organized by the Baker Institute, Rice University

Houston, Texas, November 14 to 17, 2003

Commemoration of the Bicentennial of the Declaration of Independence of the Republic of Haiti

Port-au-Prince, Haiti, December 31, 2003, to January 3, 2004

Special Summit of the Americas

Monterrey, Mexico, January 10 to 14, 2004

Meeting of the Heads of State and Government of CARICOM States with Representatives of the Haitian Political Opposition, Civil Society, and the Religious Sector

Nassau, The Commonwealth of the Bahamas, January 20 to 22

Meeting of the Heads of State and Government of the CARICOM States with President Jean Bertrand Aristide, Representatives of the Government of Haiti, and the Fanmi Lavalas Party

Kingston, Jamaica, January 31, 2004

APPENDICES

APPENDIX A

INTER-AMERICAN COUNCILS, COMMITTEES AND COMMISSIONS

INTER-AMERICAN COUNCIL FOR INTEGRAL DEVELOPMENT (CIDI)

Chair of the VIII Regular Meeting: Ramón Quiñónez (Dominican Republic)

Vice Chair of the VIII Regular Meeting: Denis Antoine (Grenada)

PERMANENT EXECUTIVE COMMITTEE OF THE INTER-AMERICAN COUNCIL FOR INTEGRAL DEVELOPMENT (CEPCIDI)

Chair: Jorge Valero Briceño (Venezuela)

Vice Chair: Ricardo González de Mena (Panama)

INTER-AMERICAN JURIDICAL COMMITTEE

Chair: Brynmor T. Pollard (Guyana)

Jean-Paul Hubert (Canada)

Felipe Paolillo (Uruguay)

Ana Elizabeth Villalta (El Salvador)

Luis Herrera Marcano (Venezuela)

Kenneth Rattray (Jamaica)

Alfonso Gómez Robledo (Mexico)

João Grandino Rodas (Brazil)

Luis Marchand (Peru)

Eduardo Vío Grossi (Chile)

Mauricio Herdocia (Nicaragua)

INTER-AMERICAN COURT OF HUMAN RIGHTS

Sergio García Ramírez (Mexico) - President

Alirio Abreu Burelli (Venezuela) – Vice President

Oliver Jackman (Barbados)

Manuel Ventura (Costa Rica)

Cecilia Medina (Chile)

Diego García Sayán (Peru)

INTERAMERICAN COMMISSION ON HUMAN RIGHTS

José Zalaquett (Chile) - President

Clare Kamau Roberts (Antigua and Barbuda) - First Vice President

Susana Villarán (Peru) - Second Vice President

Evelio Fernández Arévalos (Paraguay)

Freddy Gutiérrez Trejo (Venezuela)

Florentín Meléndez (El Salvador)

Paulo Sergio Pinheiro (Brazil)

ADMINISTRATIVE TRIBUNAL

Lionel Alain Dupuis (Canada)
Morton H. Sklar (United States)
Agustín Alberto Gordillo (Argentina)
Albert Matthew (Dominica)
Alma Montegro de Fletcher (Panama)
José Antonio Arze (Bolivia)

INTER-AMERICAN COMMISSION OF WOMEN

President: Yadira Henríquez de Sánchez (Dominican Republic)
Vice President: Florence Ievers (Canada)
Vilma Lily Caravantes Tobías (Guatemala)
Ivana Toruño Padilla (Nicaragua)
María José Argaña de Mateu (Paraguay)
Rita Di Martino (United States)
Nora Uribe Trujillo (Venezuela)

INTER-AMERICAN TELECOMMUNICATION COMMISSION

Chair: Mario Guillermo Moreno (Argentina)
Alternate Chair of COM/CITEL: Fulvio Madaro (Argentina)
Vice Chair: Alvaro Retana Castro (Costa Rica)
Chair of PCC.I: Martha Elena Pinto de De Hart (Colombia)
Alternate Chair of PCC.I: Felix Castro (Colombia)
Chair of PCC.II: Alvin Lezama (Venezuela)
Alternate Chair of PCC.II: Mikhail Marsiglia (Venezuela)
Executive Secretary: Clovis Baptista

INTER-AMERICAN DRUG ABUSE CONTROL COMMISSION

Chair: Paul E. Kennedy (Canada)
Vice Chair: Bonaparte Gautreaux Piñeyro (Dominican Republic)
Executive Secretary: David Beall

APPENDIX B

CONFERENCES AND MEETINGS OF THE ORGANIZATION OF AMERICAN STATES (March 1, 2003 to February 26, 2004)

1 March 2003	Washington, D.C.	Working session on implementation of international human rights obligations and standards in the inter-American system (IACHR)
6-8 March 2003	Port-of-Spain, Trinidad and Tobago	Workshop on Political-Party and Campaign Financing (UPD)
10 March 2003	Washington, D.C.	Consultative Committee of the Inter-American Convention against the Illicit Manufacturing of and Trafficking in Firearms, Ammunition, Explosives, and Related Materials (CIFTA)
13-14 March 2003	Panama City, Panama	Inter-American Meeting of Electoral Authorities "Horizontal Cooperation and Electoral Technology" (UPD)
13-14 March 2003	Buenos Aires, Argentina	Technical Meeting to Prepare Projects to Implement the MEM Recommendations (CICAD)
17-19 March 2003	Atlanta, Georgia	Consultation on Financing Political Parties in Latin America (UPD)
19-21 March 2003	Costa Rica	Wider Caribbean Meeting on Global Climate Observation Systems (USDE)
20 March 2003	Washington, D.C.	Launch of the book on the Inter-American Democratic Charter (UPD)
20-21 March 2003	Washington, D.C.	XI Meeting of the Subcommittee on Policy and Coordination of the Executive Board of the Inter-American Committee on Ports (CIP)

20-21 March 2003	Buenos Aires, Argentina	Meeting of the National Coordinators of the CICDAT Project (Inter-American System of Uniform Drug-Use Data) for Latin America (CICAD)
23-28 March 2003	Querétaro, Mexico	XXII regular session of the Model OAS General Assembly for Universities (MOAS)
25 March 2003	Washington, D.C.	Consultative Council (UPD)
25-26 March 2003	Barbados	Adaptation to Climate Change in the Caribbean, Meeting of the Project Management Group(USDE)
24-28 March 2003	Panama City, Panama	Meeting of the Intergovernmental Working Group on the Multilateral Evaluation Mechanism (MEM) – (CICAD)
2 April 2003	Washington, D.C.	XXVIII Meeting of the Summit Implementation Review Group (SIRG)
3-4 April 2003	Washington, D.C.	IV Regular Meeting of the Consultative Committee of the Inter-American Convention against the Illicit Manufacturing of and Trafficking in Firearms, Ammunition, Explosives, and Related Materials (CIFTA)
3-4 April 2003	Miami	Meeting of the Coordinators of the CICDAT Project in the Caribbean (CICAD)
3-10 April 2003	Orlando, Florida	25 th Meeting of the Region IV Hurricane Committee (USDE)
3-4 April 2003	Washington, D.C.	IV Regular Meeting of the Consultative Committee of the Inter-American Convention against the Illicit Manufacturing of and Trafficking in Firearms, Ammunition, Explosives, and Related Materials
7-8 April 2003	Washington, D.C.	Technical Meeting to Prepare the SIDUC Projects to Implement the MEM Recommendations (CICAD)
7-9 April 2003	Managua, Nicaragua	Meeting of the Group of Experts on the Control of Arms and Explosives (CICAD)

7-10 April 2003	Washington, D.C.	Fourth Preparatory Meeting for the Special Conference on Security
7-11 April 2003	Washington, D.C.	Meeting of the Board of External Auditors
7-10 April 2003	Guatemala	II Meeting of Permanent Consultative Committee I: Public Telecommunications Services (CITEL)
11-12 April 2003	Austin, Texas	North America Workshop on Transportation Infrastructure Vulnerability Reduction to Natural Disasters (USDE)
14-15 April 2003	Saint Vincent and the Grenadines	Local Government in Small States (UPD)
15-19 April 2003	Barbados	Mission to Evaluate the Project on Mainstreaming Adaptation to Climate Change (MACC) (USDE)
25 April 2003	Washington, D.C.	VIII Regular Meeting of the Inter-American Council for Integral Development (CIDI)
29 April – 2 May 2003	Washington, D.C.	XXXIII Regular Session of the Inter-American Drug Abuse Control Commission (CICAD)
30 April – 2 May 2003	Ottawa, Canada	Meeting of Central Authorities and Other Experts in Mutual Legal Assistance in Criminal Matters
5-16 May 2003	Geneva	VIII Meeting of the Working Group in Preparation for the Meetings of the ITU Council (CITEL)
8-9 May 2003	Washington, D.C.	Working Group for the Caribbean Regional Demand Reduction Strategy (CICAD)
12-16 May 2003	Geneva, Switzerland	Second Session of Meetings of the Standing Committees of the Ottawa Convention (UPD)
15-16 May 2003	Miami	Meeting of the CICDAT Coordinators for the Caribbean Countries
4-6 June 2003	Santiago, Chile	78th Meeting of the Directing Council of the Inter-American Children's Institute (IACI)

8-10 June 2003	Santiago, Chile	XXXIII Regular Session of the General Assembly
9 June – 4 July 2003	Geneva	Preparatory Meeting for the World Radio Conference - WRC 03 (CITEL)
10 June 2003	Tampa, Florida	Coordinating Committee of PROCORREDOR (USDE)
12-15 June 2003	Tampa, Florida	Hemispheric Conference on Vulnerability Reduction of Trade Corridors to Socio-Natural Disasters – TCC II (USDE)
18-20 June 2003	Guatemala City, Guatemala	XVIII Inter-American Travel Congress of the Inter-American Council for Integral Development (CIDI)
23-24 June 2003	Washington, D.C.	Meeting of Government Experts on Cyber-Crime
23-25 June 2003	Uruguay	Seminar on Methods of Teaching Democratic Values and Practices in the Educational System (UPD)
24-26 June 2003	Washington, D.C.	XVI Meeting of the Group of Experts on Controlling Money Laundering (CICAD)
30 June – 2 July 2003	Washington, D.C.	Meeting of the Group of Experts on Maritime Narcotrafficking (CICAD)
6-14 July 2003	Joinville, SC, Brazil	II Regional Course for Young Democratic Leaders from the MERCOSUR Countries, on Democracy and Political Management(UPD)
8-9 July 2003	Washington, D.C.	Second Meeting of the Coordinators of the Pilot Countries for the Program on the Costs of the Drug Problem (CICAD)
14-15 July 2003	Washington, D.C.	First Meeting of the National Points of Contact of the Member States of the Inter-American Committee against Terrorism (CICTE)

14-18 July 2003	Washington, D.C.	IV Meeting of the Committee of Experts of the Mechanism for Follow-up of Implementation of the Inter-American Convention against Corruption (MESICIC)
17-18 July 2003	Washington, D.C.	II Regular Session of the Executive Committee of the Inter-American Commission of Women (CIM)
21-22 July 2003	Washington, D.C.	XXX Meeting of the Summit Implementation Review Group (SIRG)
23-25 July 2003	Brasilia, Brazil	Preparatory Meeting for the XIII Inter-American Conference of Ministers of Labor (UDSE)
28-29 July 2003	Bogota, Colombia	Meeting on “Civil Society and Education” (UDSE)
4-6 August 2003	Washington, D.C.	Sixth Preparatory Meeting of the Special Conference on Security
4-29 August 2003	Rio de Janeiro, Brazil	LXIII Regular Session of the Inter-American Juridical Committee (CJI)
11-12 August 2003	Washington, D.C.	I Meeting of the Working Group to Prepare for the Meetings of the ITU Council (CITEL)
11-12 August 2003	Washington, D.C.	VIII Meeting of the Working Group on the ITU Council (CITEL)
11-13 August 2003	Mexico City, Mexico	III Meeting of Ministers of Education in the framework of the Inter-American Council for Integral Development (CIDI)
13-15 August 2003	Washington, D.C.	XI Meeting of the Steering Committee of the Inter-American Telecommunications Commission (CITEL)
13 August 2003	Mexico City, Mexico	First Meeting of the Inter-American Committee on Education (CIDI)

14-15 August 2003	Lima, Peru	Regional Seminar on Action against Antipersonnel Mines in the Americas “Toward the Western Hemisphere as an Antipersonnel-Land-Mine-Free Zone” (UPD)
15-16 August 2003	Lima, Peru	First Leadership Program on Nursing Academic Programs and the Drug Phenomenon in Latin America (CICAD)
18-20 August 2003	Lima, Peru	VIII International Meeting of the CICAD Nursing School Project to Reduce Drug Demand in Latin America (CICAD)
18-23 August 2003	Quito, Ecuador	Andean Course of Young Women Leaders on Democratic Governance (UPD)
25-27 August 2003	Brasilia, Brazil	Meeting of the CICAD Group of Experts on Pharmaceutical Products
27-29 August 2003	Brasilia, Brazil	Meeting of the CICAD Group of Experts on Chemical Substances
3-5 September 2003	Washington, D.C.	Seventh Preparatory Meeting for the Special Conference on Security
8 September 2003	Merida, Mexico	Fourth Meeting of the Technical Advisory Group on Port Operations (CIP)
9 September 2003	Merida, Mexico	Fourth Meeting of the Technical Advisory Group on Port Security (CIP)
9-13 September 2003	Merida, Mexico	III Meeting of the Inter-American Committee on Ports (CIP)
11-12 September 2003	Mexico City, Mexico	I Meeting of the Inter-American Committee on Culture within the Framework of the Inter-American Council for Integral Development (CIDI)
15-19 September 2003	Bangkok, Thailand	Fifth Session of the Standing Committees of the Ottawa Convention (UPD)
21 September – 17 October 2003	Madrid, Spain	VIII Ibero-American Course in Port Management (CIP)
21 September – 17 October 2003	Santander, Spain	IV Ibero-American Course on Port Engineering (CIP)

22-26 September 2003	Mexico D.F.	III Meeting of Permanent Consultative Committee I: Public Telecommunications Services (CITEL)
22 September 2003	Washington, D.C.	XXXI Meeting of the Summit Implementation Review Group (SIRG)
24-26 September 2003	Salvador, Bahia, Brazil	XIII Inter-American Conference of Ministers of Labor (UDSE)
24-26 September 2003	Mexico City, Mexico	II Meeting of Ministers and High-Level Authorities Responsible for Policies on Decentralization, Local Government, and Citizen Participation at the Municipal Level in the Hemisphere (UPD)
29 September – 1 October 2003	Washington, D.C.	Eighth Preparatory Meeting for the Special Conference on Security
2-3 October 2003	Washington, D.C.	Training Workshops for the National Coordination Agencies for the Multilateral Evaluation Mechanism (MEM) – (CICAD)
6-8 October 2003	Mexico City, Mexico	First Inter-American Meeting on Cooperation Mechanisms against Organized Crime (CICAD)
6-24 October 2003	Washington, D.C.	118th Regular Session of the Inter-American Commission on Human Rights (IACHR)
8-10 October 2003	Isla Margarita, Venezuela	High-level Meeting on Poverty, Equity and Social Inclusion (CIDI)
16-17 October 2003	Washington, D.C.	Meeting of Officials Responsible for Prison and Penitentiary Policies in the Member States of the OAS (DLCI)
16-17 October 2003	Washington, D.C.	Meeting of the FTAA Consultative Group on Smaller Economies (Trade Unit)
20-24 October 2003	El Salvador, San Salvador	II Meeting of the Permanent Consultative committee II: Radiocommunication including Broadcasting (CITEL)
20-24 October 2003	Miami	Meeting of the Working Group on Maritime Narcotrafficking (CICAD)

22-24 October 2003	Buenos Aires, Argentina	V Meeting of CICAD's Hemispheric Expert Group on Demand Reduction
23-24 October 2003	Mexico City, Mexico	XXXII Meeting of the Summit Implementation Review Group (SIRG)
27-28 October 2003 28-30 October 2003	Mexico City, Mexico Washington, D.C.	Special Conference on Security Meeting of the Nonpermanent Specialized Committees (CENPES)
27-31 October 2003	Washington, D.C.	LI Regular Session of the Administrative Tribunal (TRIBAD)
3-7 November 2003	Brasilia, Brazil	First Meeting of the Working Group of Government Experts (GEG) (CICAD)
4 November 2003	Washington, D.C.	First Preparatory Meeting for the IV Regular Meeting of the Inter-American Committee against Terrorism (CICTE)
4-7 November 2003	Washington, D.C.	Meeting of the CICAD Group of Experts on Controlling Money Laundering (CICAD)
12-13 November 2003	Washington, D.C.	Meeting of Experts on Democratic Governance (UPD)
12-14 November 2003	Bogota Colombia	Regional Seminar on Victims of Antipersonnel Land Mines (UPD)
17-18 November 2003	Washington, D.C.	LXXVIII Meeting of the Directing Council of the Inter-American Children's Institute (IACI)
17-20 November 2003	Montreal, Canada	XXXIV Regular Session of the Inter-American Drug Abuse Control Commission (CICAD)
20-21 November 2003	Miami, Florida	Seventh Ministerial Meeting of the Free Trade Area of the Americas (FTAA)
20-21 November 2003	Guatemala, Guatemala	UNDP/OAS Workshop on Democratic Dialogue (UPD)
23-25 November 2003	Cartagena de Indias, Colombia	III Meeting of the Inter-American Forum on Political Parties (UDP)

1-5 December	Puerto La Cruz, Venezuela	V Meeting of the Executive Board of the Inter-American Committee on Ports (CIP)
3-6 December 2003	Washington, D.C.	XXII Model Assembly of the OAS for Students (SCR)
8-11 December 2003	Washington, D.C.	XXXIII Meeting of the Summit Implementation Review Group (SIRG)
9-10 December 2003	Washington, D.C.	SEPIA III – Gender and Education (CIM)
11-12 December 2003	Washington, D.C.	III Regular Session of the Executive Committee of the Inter-American Commission of Women (CIM)
11-12 December 2003	Washington, D.C.	Second Preparatory Meeting for the IV Regular Meeting of the Inter-American Committee against Terrorism (CICTE)
16-19 December 2003	El Calafate, Santa Cruz, Argentina	XIII Meeting of the Permanent Executive Committee COM/CITEL (CITEL)
16-19 December 2003	El Calafate, Santa Cruz, Argentina	X Meeting of the Working Group to Prepare for the Meetings of the ITU Council (CITEL)
16-19 December 2003	El Calafate, Santa Cruz, Argentina	III Meeting of the Conference Preparatory Working Group (CITEL)
12 January 2004	Washington, D.C.	Meeting in Preparation for the Conference of States Parties within the MESICIC Framework (TSLCM)
14-16 January 2004	Washington, D.C.	The Inter-American Human Rights System (IACHR)
15-16 January 2004	Washington, D.C.	Third Preparatory Meeting for the IV Regular Session of the Inter-American Committee against Terrorism (CICTE)
16 January 2004	Washington, D.C.	Meeting in Preparation for the Conference of States Parties within the MESICIC Framework (TSLCM)

19 January 2004	Washington, D.C.	Consultative Committee of the Inter-American Convention against the Illicit Manufacturing of and Trafficking in Firearms, Ammunition, Explosives, and Related Materials (CIFTA)
20 January 2004	Washington, D.C.	Second Meeting in Preparation for the First Regular Meeting of the Conference of States Parties (CIFTA)
26-28 January 2004	Washington, D.C.	Working Group to Prepare the Draft American Declaration on the Rights of Indigenous Peoples (Second Round of Negotiations to Build Consensus)
28-30 January 2004	Montevideo, Uruguay	IV Regular Session of the Inter-American Committee Against Terrorism (CICTE)
29 January – 6 February 2004	Washington, D.C.	V Meeting of the Committee of Experts on the Follow-up Mechanism for the Implementation of the Inter-American Convention against Corruption (TSLCM)
12-13 February 2004	Washington, D.C.	Meeting of Government Experts to Exchange, from a Human Rights Perspective, Best Practices and National Experiences in Adopting Antiterrorism Measures
19-20 February 2004	Washington, D.C.	IV Regular Session of the Executive Committee of the Inter-American Commission of Women (CIM)
19-20 February 2004	Managua, Nicaragua	Follow-up of the Inter-American Convention Against Corruption and Its Program for Cooperation (TSLCM)
23 February - 12 March 2004	Washington, D.C.	119th Regular Session of the Inter-American Commission on Human Rights (IACHR)
25-27 February 2004	Miami, Florida	Western Hemispheric Port Security Conference, Workshops and Trade Exhibition (CIP)

APPENDIX C

INTER-AMERICAN TREATIES AND CONVENTIONS

For the record, during the period covered in this report the following changes were made in connection with the inter-American treaties and Conventions for which the General Secretariat is depositary. The following cooperation agreements were also recorded:

Inter-American Treaties

Protocol of Amendment to the Charter of the Organization of American State (Protocol of Managua)

Deposited ratification: Antigua and Barbuda 27 March 2003

Protocol of Amendment to the Charter of the Organization of American State (Protocol of Washington)

Deposited ratification: Antigua and Barbuda 27 March 2003

Inter-American Convention against Terrorism

Deposited ratification: Antigua and Barbuda 27 March 2003

Deposited ratification: El Salvador 8 May 2003

Deposited ratification: Mexico 9 June 2003 With statements of interpretation

Deposited ratification: Peru 9 June 2003

Deposited ratification: Nicaragua 10 June 2003

Deposited ratification: Panama 21 January 2004

Deposited ratification: Venezuela 28 January 2004 With statement

Additional Protocol to the Inter-American Convention on Human Rights in the Area of Economic, Social and Cultural Rights, "Protocol of San Salvador"

Deposited ratification Argentina 23 October 2003

Inter-American Convention on the Elimination of All Forms of Discrimination against Persons with Disabilities

Deposited ratification: Guatemala 28 January 2003

Deposited ratification: Bolivia 30 May 2003

Deposited ratification: Colombia 11 February 2004

Inter-American Convention on Mutual Assistance in Criminal Matters

Signature: Guatemala 19 December 2003

Designated central authority: Panama 8 January 2003

Deposited ratification: Colombia 13 January 2003

Designated central authority: Colombia 13 January 2003

Designated central authority: Nicaragua 24 January 2003

Deposited ratification: Mexico 11 February 2003

Designated central authority: Mexico 25 March 2003

Deposited ratification: Guatemala 5 May 2003 With reservations

Designated central authority: Ecuador 24 July 2003

Optional Protocol to the Inter-American Convention on Mutual Assistance in Criminal Matters

Deposited ratification: Colombia 13 January 2003

Inter-American Convention on Serving Criminal Sentences Abroad

Signature: Guatemala 25 November 2003 With statements

Inter-American Convention against Corruption

Designated central authority: Ecuador 27 February 2003

Deposited accession: Saint Lucia 30 April 2003

Designated central authority: Peru 10 June 2003

Designated central authority: Nicaragua 21 July 2003

Designated central authority: Honduras 21 August 2003

Designated central authority: Uruguay 8 December 2003

Designated central authority: Panama 12 February 2004

Deposited ratification: Antigua and Barbuda 23 February 2004

Designated central authority: Guatemala 23 February 2004

Inter-American Convention against the Illicit Manufacture of and Trafficking in Firearms, Ammunition, Explosives, and Other Related Materials

Deposited ratification: Guatemala 5 February 2003

Deposited ratification: Colombia 5 February 2003

Deposited ratification: Antigua and Barbuda 27 March 2003

Deposited ratification: Saint Lucia 30 April 2003

Deposited ratification: Chile 23 October 2003

Deposited ratification: Trinidad and Tobago 13 February 2004

Inter-American Convention on Transparency in the Acquisition of Conventional Weapons

Deposited ratification: Nicaragua 6 May 2003

Inter-American Convention on Extradition

Deposited ratification: Antigua and Barbuda 14 March 2003

Deposited accession: Saint Lucia 30 April 2003

Inter-American Convention on International Commercial Arbitration

Deposited ratification: Nicaragua 2 October 2003

Basic Convention of the Institute for Nutrition of Central America and Panama

Deposited ratification: Guatemala 16 March 2001

Deposited ratification: Costa Rica 22 January 2003

Inter-American Convention on the International Return of Children

Designated central authority: Paraguay 10 February 2003

Designated central authority: Paraguay 23 December 2003

Inter-American Convention on International Traffic in Minors

Deposited ratification: Bolivia 4 December 2003

Designated central authority: Bolivia 13 February 2004

Inter-American Convention on International Amateur Radio Permit

Deposited ratification: Panama 27 March 2003

Convention on the Protection of the Archeological, Historical, and Artistic Heritage of the American Nations (Convention of San Salvador)

Deposited ratification: Bolivia 25 February 2003

Cooperation Agreements

Memorandum of Understanding (15 December 2002). **The Tides Center for International Waters Learning Exchange and Resources Network**

Cooperation Agreement (11 December 2002). **Regional Center for the Promotion of Books in Latin America and the Caribbean**

Memorandum of Understanding for Execution of the Project on "Environmental Protection and Sustainable Development of the Guaraní Aquifer System" (13 January 2003). **Paraguay.**

Memorandum of Understanding on the Holding of a Meeting of Experts on Confidence- and Security - Building Measures. **United States of America.**

Agreement for the Thirty-Third Regular Session of the General Assembly (6 January 2003). **Chile.**

Agreement on the Second High Level Meeting on the Special Security Concerns of Small Island States (19 December 2002). **Saint Vincent and the Grenadines**

Project on "Environmental Protection and Sustainable Development of the Guaraní Aquifer System" (20 December 2002). **Agência Nacional de Aguas do Brasil.**

Agreement for the Thirty-Second Regular Session of the Model General Assembly of the Organization of American States for Universities in the City of Queretaro, Mexico (29 January 2003). **Estados Unidos Mexicanos.**

Memorandum of Understanding (17 December 2002). **The International Space University.**

Supplementary Agreement No. 1 on Technical and Administrative Services for Strengthening the Privatization Process. **Panama.**

Supplementary Agreement No. 2 on Technical and Administrative Services for Strengthening the Privatization Process (3 December 2002). **Panama.**

Second Agreement on Technical and Administrative Services for Strengthening the Privatization Process (20 October 2002). **Panama.**

Cooperation Agreement on Administrative and Financial Services for the Professional Human Resource Development Program of the Ministry of Education (23 May 2002). **Guatemala.**

Cooperation Agreement on Administrative and Financial Services for the Project on Institutional Strengthening of the Ministry of Education and Support for the National Literacy Movement (18 July 2000). **Guatemala.**

Letter of Understanding on Technical Cooperation (14 February 2002). **International Civil Aviation Organization.**

Supplementary Letter of Understanding on Technical Cooperation (30 October 2002). **International Civil Aviation Organization.**

Contribution Agreement for the Specific Fund to Support the Elaboration of the American Declaration on the Rights of Indigenous Peoples (7 February 2003). **The Minister of Foreign Affairs of Canada (Department of Foreign Affairs and International Trade).**

Terms of cooperation for the Project on "Environmental Protection and Sustainable Development of the Guaraní Aquifer" (20 January 2003). **Argentina.**

Memorandum of Understanding for Cooperation on Anti-Drug Training Programs for Drug Control Agencies of the Countries of the Caribbean Basin and Central America (4 December 2002). **The Centre Interministériel de Formation Anti-Drogue.**

Agreement for support the elaboration of American Declaration on the Rights of Indigenous Peoples (18 January 2003). **Finland (The Ministry of Foreign Affairs).**

Loan Guarantor Agreement (27 November 2002). **OAS Staff Association.**

Letter of Agreement (19 February 2003). **Canadian International Development Agency.**

Agreement on Support of the Special Mission for Strengthening Democracy in Haiti, during 2002 (16 July 2002). **Swedish International Development Cooperation Agency.**

Agreement on activities for developing e-government at the provincial and municipal level in the Province of Neuquen (25 March 2003). **Government of Neuquen (Argentina).**

Memorandum of Understanding complementing the Cooperation Agreement of May 10, 1996 (3 April 2003). **International Committee of the Red Cross.**

Grant Agreement for follow up activities to the Meeting of Ministers of Culture at Cartagena (23 January 2003). **Canada.**

Agreement for the Special Conference on Security (2 April 2003). **Mexico.**
Memorandum of Understanding on Cooperation in Integrated Water Resources Management (18 January 2003). **International Office for Water.**

Memorandum of Understanding concerning Scientific and Technical Cooperation in the Earth Sciences (23 April 2003). **U.S. Geological Survey of the Department of the Interior of the United States of America.**

Letter on the Technical-Administrative Unit of the OAS/GS in Buenos Aires (July – August 2002). **Argentina.**

Grant Agreement with an International Organization – External Aid – B7-701/2002/3081 (14 April 2003). **The European Community.**

Cooperation Agreement for the Americas Project (1 May 2003). **Rice University.**

Subcontract No ACX-3-33448-01(Prime Contract No DE-AC36-99GO10337) (28 March 2003). **Midwest Research Institute National Renewable Energy Laboratory.**

Agreement on the 18 Inter-American Tourism Congress (22 April 2003). **Guatemala.**

Memorandum of understanding (3 June 2003). **La Asociación Hispanoamericana de Centros de Investigación y Empresas de Telecomunicaciones.**

Cooperation Agreement for the OAS fellowships program (12 May 2003). **Facultad de Administración de la Universidad de los Andes /Master's Program in Business Administration (MBA).**

Agreement on the “Alberto Lleras” Americas Leadership Fellowship Program (7 January 2002). **El Instituto Nacional de Astrofísica, Óptica y Electrónica.**

Agreement on the “Alberto Lleras” Americas Leadership Fellowship Program (31 May 2002). **Universidad de los Andes.**

Agreement on the “Alberto Lleras” Americas Leadership Fellowship Program (29 May 2002). **Hamline University.**

Agreement on the “Alberto Lleras” Americas Leadership Fellowship Program (1 July 2002). **Universidad Simón Bolívar.**

Cooperation Agreement for the OAS Scholarship Program (1 May 2003). **Fairleigh Dickinson University.**

Agreement on the “Alberto Lleras” Americas Leadership Fellowship Program (1 January 2002). **Fundación APEC de Crédito Educativo, Inc.**

Agreement on the “Alberto Lleras” Americas Leadership Fellowship Program (1 January 2002).
Pontificia Universidad Católica de Chile.

Agreement for the Americas Leadership Fellowship Program “Alberto Lleras” (22 January 2002).
University of South Florida.

Agreement for the Americas Leadership Fellowship Program “Alberto Lleras” (30 January 2002).
George Washington University.

Agreement on the “Alberto Lleras” Americas Leadership Fellowship Program (11 January 2002).
Instituto Colombiano de Crédito Educativo y Estudios Técnicos en el Exterior “Mariano Ospina Perez”.

Agreement for the OAS Americas Leadership Fellowship Program (17 December 2001). **LASPAU Academic & Professional Programs for the Americas, INC.**

Memorandum of Understanding (24 April 2003). **Peru, Rio Group and Instituto para la Democracia y Asistencia Electoral (IDEA).**

Cooperation Agreement (19 June 2003). **El Consorcio – Red de Educación a Distancia.**

Memorandum of Understanding (19 June 2003). **The Trust for the Americas.**

Agreement (21 April 2003). **Universidad Complutense de Madrid.**

Cooperation Agreement (5 June 2003). **University of Miami.**

Agreement on the OAS Fellowships Program (June 2003). **Camara Chileno-Norteamericana de Comercio A.G.**

Agreement for The Americas Leadership Fellowship Program “Alberto Lleras” (17 December 2001).
Midwestern State University.

Agreement for The Americas Leadership Fellowship Program “Alberto Lleras” (7 January 2002).
University of Louisville.

Cooperation Agreement for the Americas Leadership Fellowship Program “Alberto Lleras” (10 June 2002). **New Mexico State University.**

Agreement (22 March 2001). **La Asociación Panamericana de Instituciones de Crédito Educativo.**

Cooperation Agreement (3 March 2003). **Duke University Center for International Development.**

Agreement on the “Alberto Lleras” Americas Leadership Fellowship Program (22 May 2002).
Instituto Centroamericano de Administración de Empresas.

Cooperation Agreement (20 February 2003). **The Latin American Energy Organization - OLADE.**

Cooperation Agreement on the project for destruction of antipersonnel land mine stockpiles (9 June 2003). **Argentina.**

Cooperation Agreement (29 July 2003). **Consejo Económico y Social de España.**

Cooperation Agreement (1 April 2003). **Fundación José Ortega y Gasset.**

Cooperation Agreement (15 July 2002). **Instituto Latinoamericano de la Comunicación Educativa.**

Cooperation Agreement (20 January 2003). **Fundación Global Democracia y Desarrollo de la República Dominicana.**

Cooperation Agreement (19 May 2003). **University of the West Indies.**

Cooperation Agreement (20 February 2003). **Fundación Telefónica de España.**

Cooperation Agreement (14 February 2003). **Organización Universitaria Interamericana.**

Cooperation Agreement (28 January 2003). **UNESCO National Office in Brazil.**

Memorandum of Understanding Pursuant to the March 26, 2001 Cooperation Agreement (19 May 2003). **Microsoft Corporation.**

Agreement (6 May 2003). **Asociación de Educación y Formación no Presencial Virtual Educa de España.**

Agreement on humanitarian assistance (30 April 2003). **Comisión Cascos Blancos Argentina.**

Agreement (12 April 2002). **Universidad Blas Pascal de Córdoba, Argentina.**

Agreement (9 April 2002). **Fundación Pro Universidad de la Producción y del Trabajo.**

Agreement (20 December 2002). **Universidad Nacional de Quilmes de la República Argentina.**

Agreement (14 February 2003). **Provincia de Tierra del Fuego, Antártida e Islas del Atlántico Sur, Argentina.**

Agreement (6 February 2003). **Ministerio de Trabajo, Empleo y Seguridad Social de la República Argentina.**

Memorandum of Understanding on Sustainable Management of Water Resources in the Cuenca del Plata (15 July 2003). **Comité Intergubernamental Coordinador de los Países de la Cuenca del Plata - FONPLATA.**

Cooperation Agreement (4 June 2002). **Fondo de Cultura Económica de Argentina S.A.**

Letter of understanding (19 June 2003). **Foro de la Universidad Peruana.**

Memorandum of Understanding (7 July 2003). **The Trust for the Americas.**

Cooperation Agreement (19 June 2003). **Fundación Omar Dengo de Costa Rica.**

Cooperation Agreement (1 July 2003). **Universitat Oberta de Catalunya.**

Cooperation Agreement (21 July 2003). **Mexico.**

Cooperation Agreement (23 September 2003). **The Rochester Institute of Technology.**

Agreement on the Meeting of Ministers and Senior Authorities Responsible for Decentralization, Local Government and Citizen Participation Policies at the Municipal Level in the Hemisphere (19 August 2003). **Mexico.**

Cooperation Agreement (8 July 2003). **Universidad Católica del Uruguay.**

Cooperation Agreement (15 May 2003). **Universidad Austral de Chile.**

Agreement on the Third Meeting of the Inter-American Ports Commission (30 July 2003). **Mexico.**

Cooperation Agreement (4 August 2003). **Universidad Técnica Federico Santa María.**

Agreement on the First Meeting of the Inter-American Commission on Culture in the CIDI Framework (8 August 2003). **Inter-American Council for Integral Development.**

Agreement (21 August 2003). **The OAS Staff Association.**

GEF Trust Fund Grant N.TF 0550950 Environmental Protection and Sustainable Development of the Guarani Aquifer System Project – First Amendment (28 August 2003). **International Bank for Reconstruction and Development.**

Cooperation Agreement (27 July 2003). **Dominican Republic.**

Cooperation Agreement (2 July 2003). **Universidad Estatal a Distancia de Costa Rica.**

Global Environment Facility Project Document – Development and Implementation of Mechanism to Disseminate Lessons Learned and Experiences in Integrated Transboundary Water Resources Management in Latin America and the Caribbean (18 March 2003). **United Nations Environment Programme.**

Extension of the loan guarantee agreement for the Leo S. Rowe Pan American Foundation (27 November 2002). **OAS Staff Association.**

Amendments to the Agreement between the Government of the Republic of Venezuela and the Organization of American States. **Venezuela.**

Cooperation Agreement (3 October 2003). **The Pennsylvania State University World Campus.**

Cooperation Agreement (12 August 2003). **Universidad Ort Uruguay.**

Cooperation Agreement (12 August 2003). **Mexico.**

Cooperation Agreement (14 August 2003). **Universidad Técnica de Loja.**

Cooperation Agreement (12 August 2003). **Universidad del Pacifico del Peru.**

Cooperation Agreement (31 July 2003). **Centro de Cooperación Regional para la Educación de Adultos en América Latina y el Caribe.**

Cooperation Agreement (31 July 2003). **Universidade do Sul de Santa Catarina.**

Cooperation Agreement (31 July 2003). **Universidad Peruana Cayetano Heredia.**

Cooperation Agreement (16 July 2003). **Universidad Nacional Federico Villareal.**

Cooperation Agreement (12 August 2003). **Comisión Nacional de Energía Atómica.**

Cooperation Agreement (29 August 2003). **Facultad Latinoamericana de Ciencias Sociales (Argentina).**

Cooperation Agreement (27 July 2003). **Dominican Republic.**

Memorandum of Understanding (16 May 2003). **Fundación Pro Universidad de la Producción y del Trabajo.**

Additional amendments to the agreement for holding the Inter-American Forum on Poverty, Equity and Social Inclusion. **Venezuela.**

Memorandum of Understanding on greater participation by Aruba in meetings and other activities of the Inter-American Drug Abuse Control Commission (CICAD) (17 November 2003). **Permanent Mission of the Kingdom of the Netherlands on behalf of Aruba**

Memorandum of Understanding on greater participation by the Overseas Departments of France located in the Caribbean Basin in meetings and other activities of the Inter-American Drug Abuse Control Commission (CICAD) (14 November 2003). **Government of France.**

Cooperation Agreement for OAS Scholarship Program (19 September 2003). **The University for Peace.**

Second Amendment on provision of technical, administrative, and financial services for the project on Sustainable Development in Ecologically Fragile Zones in the Trifinio Region (27 October 2003). **Inter-American Institute for Cooperation in Agriculture.**

Agreement on the 13th Inter-American Conference of Ministers of Labor (September 2003). **Republica Federativa do Brasil.**

Cooperation Agreement for the OAS Scholarship Program (6 October 2003). **Thunderbird / The American Graduate School of International Management.**

Project Document No GF/2328-2731-4686 A framework for the Sustainable Management of the Water Resources of the la Plata Basin, with respect to the Hydrological Effects of Climatic Variability and Change (30 September 2003). **United Nations Environment Programme.**

Agreement on arrangements for the Special Conference on Security and the Conference for the Signature of the United Nations Convention against Corruption (10 October 2003). **Mexico.**

Modification of Assistance from Amendment No2 to Grant Agreement LAC-GL00-01-00008-00 (2 October 2003). **U.S Agency for International Development.**

Cooperation Agreement on the OAS Fellowship Program (3 October 2003). **Universidad Nacional del Centro del Peru.**

Agreement on "International Law Days". **Academia Diplomática del Peru.**

Agreement on automated voting in municipal elections to be held in November 2005, and responsible body. **Justicia Electoral de la República del Paraguay.**

Agreement for the Americas Leadership Fellowship Program "Alberto LLeras" (25 November 2001). **Woodrow Wilson School of Public and International Affairs of Princeton University.**

Agreement on the "Alberto Lleras" Americas Leadership Fellowship Program (26 October 2001). **Instituto Tecnológico de Estudios Superiores de Monterrey.**

Agreement on the OAS Fellowships Program (15 December 2003). **Universidad Santiago de Chile.**

Agreement on the OAS Fellowships Program (17 December 2003). **Universidad Mayor.**

Agreement on the OAS Fellowships Program (18 December 2003). **Universidad Católica de Valparaíso.**

Agreement on the "Alberto Lleras" Americas Leadership Fellowship Program (16 October 2001). **El Centro de Investigaciones y Estudios Superiores en Antropología Social.**

Agreement on the "Alberto Lleras" Americas Leadership Fellowship Program (30 October 2001). **La Universidad del Valle.**

Agreement on the “Alberto Lleras” Americas Leadership Fellowship Program (1 October 2001). **La Universidad Tecnológica de Pereira**

Cooperation Agreement for Americas Leadership Fellowship Program (19 July 2001). **University of Alberta.**

Cooperation Agreement for Americas Leadership Fellowship Program (19 July 2001). **The Texas Christian University.**

Cooperation Agreement for Americas Leadership Fellowship Program “Alberto Lleras” (10 October 2001). **Viterbo University.**

Cooperation Agreement for Americas Leadership Fellowship Program “Alberto Lleras” (21 September 2001). **Georgia College & State University.**

Cooperation Agreement for the OAS Scholarship Program (3 December 2003). **Universidade Estadual de Campinas.**

Cooperation Agreement for Americas Fellowship Program (2 August 2001). **The University of New Mexico**

Agreement on the Fourth Meeting of the Inter-American Committee against Terrorism (22 December 2003). **Uruguay.**

First supplementary agreement to the “Agreement for Financing the Special Conference on Security and the Conference for the Signature of the United Nations Convention against Corruption” (10 December 2003). **Mexico.**

Technical Cooperation Agreement (25 February 2002). **La Corporación Andina de Fomento.**

Cooperation Agreement (28 September 2001). **Instituto Brasileiro de Administração Municipal.**

Memorandum of Understanding for Cooperation and Development for Establishment of a Credit Facility (20 April 2001). **Bank of Nova Scotia.**

Memorandum of understanding for cooperation in project financing and the identification of best practices (16 October 2001). **Instituto de Crédito Oficial de España.**

Letter of Intent (25 February 2002). **La Corporación Venezolana de Guayana.**

Memorandum (18 April 2001). **Export Development Cooperation.**

Memorandum of Understanding regarding Increased Participation by the Netherlands Antilles in the Meetings and other Activities of the Inter-American Drug Abuse Control Commission (CICAD) (14

January 2004). **The Permanent Mission of the Kingdom of the Netherlands to the Organization of American States on Behalf of the Netherlands.**

Agreement on financing for the Special Conference on Security and the Conference for the Signature of the United Nations Convention against Corruption (31 December 2003). **Mexico.**

Agreement for the OAS Fellowships Program (2 December 2003). **La Universidad de Talca.**

Agreement for the Thirty-third Regular Session of the General Assembly (June 6-8, 2004) (4 February 2004). **Ecuador.**

Memorandum of Understanding (10 June 2003). **Ente Publico de Puertos del Estado del Gobierno de España.**

Cooperation Agreement (11 November 2003). **Caribbean Association of National, Telecommunication Organizations.**

Cooperation Agreement for the OAS Scholarship Program (19 January 2004). **Juniata College.**

Agreement on the First Conference of States Parties to the Inter-American Convention against the Illicit Manufacturing of and Trafficking in Firearms, Ammunitions, Explosives, and Other Related Materials (CIFTA) (9 February 2004). **Colombia.**

Agreement for monitoring the peace process in Colombia (23 January 2004). **Colombia.**

APPENDIX D

HUMAN RESOURCES

The following tables contain information on the staff of the General Secretariat from January 1 to December 31, 2003.

Staff members are classified by type of appointment and the fund that finances their posts; their category and nationality; years of service; grade; gender; duty station; and Career Service vs. non-Career Service.

TABLE 1
BREAKDOWN OF STAFF BY TYPE OF APPOINTMENT AND FUND,
JANUARY 1 TO DECEMBER 31, 2003
(Includes all sources of financing)

	Career Service	Long-Term	Short-Term	Other Type of Appointment	Total
Regular Fund ^{a/}	208 ^{b/}	266 ^{c/}	62		536
Others	4	72 ^{d/}	32	75	183
TOTAL	212	338	94	75*	719

a/ Includes staff of the Secretariat of the IACHR, IIN, CIM and CICAD.

b/ Includes 11 individuals in positions of trust who are members of the career service.

c/ Includes 52 individuals in positions of trust.

d/ Includes 6 individuals in positions of trust

**Includes Associate Personnel and Temporary Support Personnel.*

TABLE 2
CHANGE IN THE DISTRIBUTION OF STAFF, BY FUND,
DECEMBER 31, 2002 TO DECEMBER 31, 2003
(Includes all sources of financing)

	December 2002	December 2003	Change	
			Number	%
Regular Fund	544	536	- 8	- 1
Others	130	183	+ 53	+ 41
TOTAL	674	719*	+ 45	+ 7

** Includes 75 Associate Personnel and Temporary Support Personnel.*

TABLE 3

**CHANGE IN THE DISTRIBUTION OF STAFF, BY TYPE OF APPOINTMENT
DECEMBER 31, 2002 TO DECEMBER 31, 2003
(Includes all sources of financing)**

Type of Appointment	December 2002	December 2003	Change	
			Number	%
Career Service	227	201	- 26	- 11
Career Service in positions of trust	11	11	-	0
Staff in positions of trust who are not in the Career Service	57	58	+ 1	+ 2
Long-term	269	280	+ 11	+ 4
Short-term	110	94	- 16	- 15
Other type of appointment*		75	+ 75	0
TOTAL	674	719	+ 45	+ 7

* Includes *Associate Personnel and Temporary Support Personnel*.

TABLE 4
DISTRIBUTION OF STAFF BY CATEGORY AND NATIONALITY
(Includes all sources of financing)

Country	December 31, 2002			December 31, 2003		
	Profes- sional	General Services	Total	Profes- sional	General Services	Total
Antigua and Barbuda	1	2	3	1	2	3
Argentina	30	9	39	29	10	39
Bahamas	-	2	2	-	2	2
Barbados	4	3	7	4	3	7
Belize	1	1	2	1	1	2
Bolivia	11	11	22	11	9	20
Brazil	14	8	22	15	6	21
Canada	17	-	17	20	-	20
Chile	15	8	23	16	7	23
Colombia	33	27	60	35	25	60
Costa Rica	7	6	13	6	4	10
Cuba	-	-	-	-	-	-
Dominica	1	3	4	1	3	4
Dominican Republic	1	6	7	3	6	9
Ecuador	6	13	19	8	13	21
El Salvador	7	14	21	5	15	20
Grenada	5	2	7	5	2	7
Guatemala	8	12	20	7	11	18
Guyana	1	1	2	1		1
Haiti	2	3	5	2	3	5
Honduras	2	3	5	1	2	3
Jamaica	3	3	6	5	3	8
Mexico	18	4	22	13	3	16
Nicaragua	2	9	11	12	31	43
Panama	6	3	9	7	3	10
Paraguay	5	2	7	5	1	6
Peru	27	33	60	26	33	59
Saint Kitts and Nevis	2	2	4	2	2	4
Saint Lucia	2	2	4	2	2	4
Saint Vincent and the Grenadines	3	3	6	3	3	6
Suriname	3	2	5	3	2	5
Trinidad and Tobago	11	4	15	13	3	16
United States	105	48	153	120	49	169
Uruguay	28	10	38	29	11	40
Venezuela	17	11	28	19	12	31
Countries not members of the OAS	6	-	6	7	-	7
TOTAL	404	270	674	437	282	719*

* Includes 75 Associate Personnel and Temporary Support Personnel.

TABLE 5

**BREAKDOWN OF THE STAFF OF THE GENERAL SECRETARIAT,
JANUARY 1 TO DECEMBER 31, 2003,
BY YEARS OF SERVICE
(Includes all sources of financing)**

Years of service	Members of the Career Service	Staff not members of the Career Service	Total staff	Percentage of staff in Career Service
Less than 3	0	187	187	0
3 but less than 5	0	95	95	0
5 but less than 10	0	155	155	0
10 but less than 15	22	68	90	24
15 but less than 25	82	2	84	98
25 or more	108	0	108	100
TOTAL	212	507	719*	29

** Includes 75 Associate Personnel and Temporary Support Personnel.*

TABLE 6
DISTRIBUTION OF THE STAFF OF THE GENERAL SECRETARIAT,
JANUARY 1 TO DECEMBER 31, 2003,
BY NATIONALITY
(Career Service vs. Non-Career Service)
(Includes all sources of financing)

Country	Members of the Career Service	Staff not members of the Career Service	Total Staff	Percentage of Staff in Career Service
Antigua and Barbuda	0	3	3	0
Argentina	13	26	39	33
Bahamas	0	2	2	0
Barbados	2	5	7	29
Belize	0	2	2	0
Bolivia	10	10	20	50
Brazil	6	15	21	29
Canada	0	20	20	0
Chile	10	13	23	43
Colombia	12	48	60	20
Costa Rica	2	8	10	20
Dominica	0	4	4	0
Dominican Republic	5	4	9	56
Ecuador	12	9	21	57
El Salvador	8	12	20	40
Grenada	0	7	7	0
Guatemala	10	8	18	56
Guyana	0	1	1	0
Haiti	2	3	5	40
Honduras	1	2	3	33
Jamaica	3	5	8	38
Mexico	7	9	16	44
Nicaragua	7	36	43	16
Panama	3	7	10	30
Paraguay	1	5	6	17
Peru	21	38	59	36
Saint Kitts and Nevis	2	2	4	50
Saint Lucia	1	3	4	25
Saint Vincent and the Grenadines	1	5	6	17
Suriname	1	4	5	20
Trinidad and Tobago	1	15	16	6
United States	47	122	169	28
Uruguay	19	21	40	48
Venezuela	4	27	31	13
Countries not members of the OAS	1	6	7	17
TOTAL	212	507	719*	29

* Includes 75 Associate Personnel and Temporary Support Personnel.

TABLE 7
DISTRIBUTION OF THE STAFF OF THE GENERAL SECRETARIAT,
JANUARY 1 TO DECEMBER 31, 2003,
BY GRADE
(Includes all sources of financing)

Staff member's grade	Members of the Career Service	Staff not members of the Career Service	Total staff	Percentage of staff in Career Service
Unclassified posts*	1	4	5	20
D-2	1	10	11	10
D-1	6	19	25	24
P-5	35	48	83	42
P-4	21	60	81	26
P-3	20	60	80	25
P-2	26	47	73	36
P-1	3	26	29	10
G-7	5	5	10	50
G-6	42	39	81	52
G-5	26	52	78	33
G-4	12	38	50	24
G-3	12	18	30	40
G-2	2	3	5	40
G-1	0	3	3	0
<i>Other posts**</i>	0	75	75	0
TOTAL	212	507	719	29

*Secretary General, Assistant Secretary General, Executive Secretaries and Assistant Secretaries.

**Associate Personnel and Temporary Support Personnel.

TABLE 8

**DISTRIBUTION OF THE STAFF OF THE GENERAL SECRETARIAT,
JANUARY 1 TO DECEMBER 31, 2003,
MEN-WOMEN
(Includes all sources of financing)**

Sex	Members of the Career Service	Staff not members of the Career Service	Total Staff	Percentage of Staff in Career Service
Women	111	259	370	30
Men	101	248	349	29
TOTAL	212	507	719*	29

** Includes 75 Associate Personnel and Temporary Support Personnel.*

TABLE 9

**COMPOSITION OF THE STAFF OF THE GENERAL SECRETARIAT,
JANUARY 1 TO DECEMBER 31, 2003,
BY DUTY STATION
(Includes all sources of financing)**

Duty Station	Members of the Career Service	Staff not members of the Career Service	Total Staff	Percentage of Staff in Career Service
Headquarters	184	362	546	34
Away from headquarters	28	145	173	16
Total	212	507	719*	29

** Includes 75 Associate Personnel and Temporary Support Personnel.*

TABLE 10
DISTRIBUTION OF STAFF BY CATEGORY AND NATIONALITY
(Includes all sources of financing)

Country	December 2002			December 2003		
	Career Service	Non-Career Service	Total	Career Service	Non-Career Service	Total
Antigua and Barbuda	0	3	3	0	3	3
Argentina	15	24	39	13	26	39
Bahamas	0	2	2	0	2	2
Barbados	2	5	7	2	5	7
Belize	0	2	2	0	2	2
Bolivia	10	12	22	10	10	20
Brazil	7	15	22	6	15	21
Canada	0	17	17	0	20	20
Chile	11	12	23	10	13	23
Colombia	16	44	60	12	48	60
Costa Rica	2	11	13	2	8	10
Dominica	0	4	4	0	4	4
Dominican Republic	5	2	7	5	4	9
Ecuador	12	7	19	12	9	21
El Salvador	10	11	21	8	12	20
Grenada	0	7	7	0	7	7
Guatemala	12	8	20	10	8	18
Guyana	0	2	2	0	1	1
Haiti	2	3	5	2	3	5
Honduras	1	4	5	1	2	3
Jamaica	3	3	6	3	5	8
Mexico	7	15	22	7	9	16
Nicaragua	7	4	11	7	36	43
Panama	4	5	9	3	7	10
Paraguay	2	5	7	1	5	6
Peru	25	35	60	21	38	59
Saint Kitts and Nevis	2	2	4	2	2	4
Saint Lucia	1	3	4	1	3	4
Saint Vincent and the Grenadines	1	5	6	1	5	6
Suriname	1	4	5	1	4	5
Trinidad and Tobago	1	14	15	1	15	16
United States	52	101	153	47	122	169
Uruguay	22	16	38	19	21	40
Venezuela	4	24	28	4	27	31
Countries not members of the OAS	1	5	6	1	6	7
TOTAL	238	436	674	212	507	719*

Category	December 2002	December 2003	Change	
			Absolute	%
Professional	404	437	+33	+8

General Services	270	282	+12	+4
TOTAL	674	719*	+45	+7

** Includes 75 Associate Personnel and Temporary Support Personnel.*

**APPENDIX E
FINANCIAL SITUATION OF THE OAS**

TABLE 1

**REGULAR FUND / OPERATING AND RESERVE SUBFUNDS
COMBINED STATEMENT COMPARING ASSETS, LIABILITIES AND BALANCES**
(preliminary and unaudited)
(in thousands)

	December 31	
	2003	2002
ASSETS		
Cash and equity in OAS Treasury Fund	17,340	\$ 45,195
Other assets	6,933	6,682
Present value of OAS annuities	4,971	4,971
Investment in Fixed Assets Fund	68,476	45,203
	97,720	\$ 102,051
LIABILITIES AND FUND BALANCES		
Unliquidated obligations	1,881	\$ 3,334
Quotas/Pledges collected in advance	2,257	2,260
Amounts to be chargee to future years appropriations	4,971	4,971
Accounts payable and other liabilities	1,157	2,530
Mortgage liability	24,860	12,995
	35,126	26,090
Fund balances:		
Appropriated for Supplementary Appropriations	-	21,016
Operating Subfund Unappropriated	-	1,384
Reserve Subfund	18,884	22,118
	18,884	44,518
Equity in Fixed Assets	43,710	31,443
	97,720	\$ 102,051

TABLE 2
OPERATING AND RESERVE SUBFUNDS
COMBINED STATEMENT OF CHANGE IN BALANCE OF FUNDS
(in thousands)

	Year ended December 31	
	<u>2003</u>	<u>2002</u>
INCREASES		
Quota/Collections	\$ 69,729	\$ 94,648
Less prompt payment credit	318	226
	<u>69,411</u>	<u>94,422</u>
Contribution for administrative and technical support	1,222	1,266
OAS Treasury Fund income	253	728
Other income, refunds, and deobligations	833	1,663
	<u>71,719</u>	<u>98,079</u>
DECREASES		
Expenditures and obligations pursuant to appropriations:		
General Assembly and Permanent Council	12,655	12,254
Executive Office of the General Secretariat	11,004	11,165
Units and Specialized Offices	12,088	12,221
Inter-American Council for Integral Development (CIDI)	11,330	11,138
Offices Away from Headquarters	5,623	5,341
Activities of the Sub-Secretariat for Legal Affairs	1,946	1,948
Activities of the Sub-Secretariat for Management	11,034	10,456
Common Administrative and Personnel Costs	5,947	6,877
Contributions to other agencies	4,710	4,916
	<u>76,337</u>	<u>76,316</u>
Net increase (decrease) during year	(4,618)	21,763
Extraordinary Transfer to Supplementary Appropriations	(21,016)	-
Balance at beginning of year	44,518	22,755
Fund balances at end of year	<u>\$ 18,884</u>	<u>\$ 44,518</u>

TABLE 3

**STATEMENT COMPARING THE FUNDS' ASSETS, LIABILITIES AND BALANCES
(in thousands)**

	December 31	
	2003	2002
ASSETS		
Cash and Equity in OAS Treasury Fund	\$ 49,188	\$ 33,851
Advances to employees and other receivables	-	-
	<u>\$ 49,188</u>	<u>\$ 33,851</u>
LIABILITIES AND FUND BALANCE		
Unliquidated obligations	\$ 8,923	\$ 11,459
Accounts payable and other liabilities	9,229	7,348
Fund balance	31,036	15,044
	<u>\$ 49,188</u>	<u>\$ 33,851</u>

)

STATEMENTS OF CHANGES IN FUND BALANCES
(preliminary and una-audited (in thousands))

	December 31	
	2003	2002
Increases		
Contributions	\$ 70,687	\$ 44,711
Contributions for tax reimbursements	12,782	8,777
OAS Mandate Transfers (CPR 831)	11,600	-
Other income and interest	7,664	5,487
	<u>102,733</u>	<u>58,975</u>
Decreases		
Obligations and expenditures	71,801	58,378
Obligations and expenditures (CPR 831)	2,783	-
Transfers	237	13
Return to donors	433	175
Tax reimbursements to employees	11,487	11,521
	<u>86,741</u>	<u>70,087</u>
Net Increase/(decrease) during period	15,992	(11,112)
Fund balance at beginning of period	15,044	26,156
Fund balance at end of period	<u>\$ 31,036</u>	<u>\$ 15,044</u>

APPENDIX F

FELLOWSHIPS

Country	POSTGRADUATE ACADEMIC FELLOWSHIPS JANUARY 1 TO DECEMBER 31, 2003						Total number of extensions	ESTIMATED TOTAL COST
	New fellowships							
	Self- placed	OAS - placed	FB/OAS	Number of fellowships	Other *	Total no. of fellowships		
* On-line master's degree and doctorate studies and master's studies at universities of the Latin American Studies Network								
Antigua and Barbuda	3	3	0	6	0	6	2	167,480.64
Argentina	3	5	1	9	9	18	8	241,795.68
Bahamas	3	0	0	3	0	3	1	87,247.37
Barbados	4	3	0	7	0	7	2	200,827.13
Belize	4	3	1	8	0	8	3	155,458.93
Bolivia	3	3	1	7	5	12	6	222,194.33
Brazil	5	3	1	9	0	9	5	241,608.30
Canada	4	0	1	5	0	5	3	7,362.96
Chile	4	2	1	7	8	15	6	156,899.93
Colombia	3	3	1	7	9	16	5	205,564.78
Costa Rica	3	3	0	6	6	12	5	210,709.66
Dominica	3	3	0	6	0	6	4	154,195.12
Dominican Republic	5	2	1	8	2	10	3	110,128.57
Ecuador	5	3	1	9	6	15	6	157,804.00
El Salvador	3	3	1	7	3	10	6	167,402.56
Grenada	3	2	0	5	0	5	3	132,691.49
Guatemala	6	3	1	10	2	12	3	176,578.79
Guyana	3	3	1	7	0	7	-	120,287.19
Haiti	4	3	1	8	1	9	8	166,897.96
Honduras	4	4	0	8	6	14	6	213,356.16
Jamaica	3	3	1	7	0	7	5	159,408.13
Mexico	4	4	1	9	5	14	3	149,530.92
Nicaragua	4	3	1	8	7	15	4	186,743.88
Panama	5	3	1	9	4	13	7	237,751.98
Paraguay	3	5	1	9	6	15	3	211,552.75
Peru	6	3	1	10	6	16	8	184,180.46
Saint Kitts and Nevis	3	0	0	3	0	3	3	91,506.22
Saint Lucia	3	3	1	7	0	7	-	129,520.85
Saint Vincent and the Grenadines	3	3	0	6	0	6	1	108,466.82
Suriname	3	2	0	5	0	5	2	91,330.09
Trinidad and Tobago	3	3	1	7	0	7	2	122,799.55
United States	5	2	0	7	0	7	2	132,936.01
Uruguay	5	3	1	9	3	12	6	245,999.34
Venezuela	3	4	1	8	3	11	1	153,631.03
TOTAL	128	95	23	246	91	337	132	5,541,849.58

UNDERGRADUATE ACADEMIC FELLOWSHIPS				
<i>JANUARY 1 TO DECEMBER 31, 2003</i>				
Country			Number of Fellowships	ESTIMATE D COST
	Regular	Extension		
Antigua and Barbuda	2	2	4	44,609.0
Bahamas	2	2	4	60,519.0
Barbados	2	1	3	43,113.0
Belize	2	3	5	45,427.0
Dominica	2	3	5	61,021.0
Grenada	2	3	5	54,595.0
Guyana	2	3	5	52,124.0
Jamaica	2	1	3	42,997.0
Saint Kitts and Nevis	2	1	3	27,900.0
Saint Lucia	2	0	2	22,450.0
Saint Vincent and the Grenadines	2	2	4	29,013.0
Suriname	1	0	1	13,882.0
Trinidad and Tobago	2	3	5	24,097.0
TOTAL	25	24	49	521,747.0

**PROFESSIONAL DEVELOPMENT FELLOWSHIPS
JANUARY 1 TO DECEMBER 31, 2003**

Country	PEC		CHBA		CEAT		Number of Fellowships	ESTIMATED COST
	On-site	E-Fellowships	On-site	E-Fellowships	On-site	E-Fellowships		
Antigua and Barbuda	0	0	6	0	1	1	8	37,556
Argentina	7	0	22	8	4	11	52	90,600
Bahamas	0	0	2	0	0	0	2	4,800
Barbados	4	0	6	0	0	9	19	29,400
Belize	0	0	7	0	0	0	7	16,800
Bolivia	3	0	6	6	4	8	27	39,600
Brazil	0	0	14	0	1	14	29	63,678
Canada	0	0	1	0	0	0	1	2,400
Chile	5	0	11	0	2	2	20	63,678
Colombia	6	0	19	6	3	14	48	99,328
Costa Rica	5	0	19	4	1	3	32	64,200
Dominica	0	0	4	0	0	1	5	10,200
Dominican Republic	2	0	15	0	2	3	22	47,400
Ecuador	1	0	8	2	5	14	30	43,200
El Salvador	2	0	18	0	0	11	31	54,600
Grenada	0	0	1	0	0	2	3	3,600
Guatemala	6	0	16	2	0	2	26	55,200
Guyana	2	0	1	0	0	3	6	9,000
Haiti	0	0	2	1	0	0	3	5,400
Honduras	3	0	14	0	1	11	29	49,800
Jamaica	0	0	11	0	0	4	15	28,800
Mexico	6	0	14	0	2	6	28	56,400
Nicaragua	2	0	15	0	2	12	31	74,999
Panama	1	0	14	0	2	5	22	63,078
Paraguay	1	0	9	0	0	11	21	30,600
Peru	5	0	25	8	4	4	46	88,800
St. Kitts and Nevis	0	0	1	0	0	0	1	3,900
Saint Lucia	0	0	3	0	0	0	3	7,200
St. Vincent and the Grenadines	0	0	5	0	0	0	5	12,000
Suriname	0	0	7	0	0	3	10	18,600
Trinidad and Tobago	0	0	3	0	0	1	4	7,800
United States	0	0	2	0	0	0	2	9,000
Uruguay	3	0	13	25	0	8	49	58,200
Venezuela	1	0	10	0	0	12	23	33,600
Totals	65	0	324	62	34	175	660	1,283,417

FELLOWSHIPS PROVIDED THROUGH THE EDUCATIONAL PORTAL

PARTICIPANTS BY COUNTRY IN 2003																
COUNTRY	A1	A2	A3	A4	A5	A6	A7	A8	A9	A10	A11	A12	A13	A14	A15	TOTAL
Antigua and Barbuda										1		2	1		1	5
Argentina	3	220	93				3	40	22		5	6	5			397
Bahamas										1		4	1		1	7
Barbados										1		1	1			3
Belize										1			1		2	4
Bolivia		4	4					8	50		1	6	5			78
Brazil	8			80	60	334		4	1		2	21	12			522
Canada								2				27	4			33
Chile		1					1	9	12		2	5	4			34
Colombia	1	13	1				2	15	11		7	9	8	1		68
Costa Rica	4	12						4	14		4	5	4			47
Cuba																0
Dominica															2	2
Ecuador		1					1	10	86			4	1			103
El Salvador								3			1	2	1			7
United States			1				2	9			5	29	1			47
Grenada										1		1			1	3
Guatemala								8	8		1	2	3			22
Guyana										1					1	2
Haití												5	1			6
Honduras		1						1			1	2	3			8
Jamaica										1		1	1		1	4
Mexico	1	4						10			4	2	6			27
Nicaragua								3			1	3	2			9
Panama								5	7		1	4				17
Paraguay								3	72		1	2	2			80
Peru	3	13	178					34	28		3	19	5	720		1003
Dominican Rep.								17	125		2	5	3			152
Saint Lucia										1		1	1		1	4
Saint Vincent										1		1	2		1	5
St Kitts & Nevis										1		1			1	3
Suriname										1						1
Trinidad and Tobago										1		3			4	8
Uruguay		3	2					1	4			5	4			19
Venezuela		7						8	24		4	7	6	57		113
Other								7								7
TOTAL	20	279	279	80	60	334	9	201	464	12	45	185	88	778	16	2850

ACTIVITIES	
A1	Onsite training workshop for instructors for the Quality in Basic Education Course
A2	Quality in Basic Education Course
A3	Quality in Basic Education Course
A4	Training of Instructors for the Quality in Basic Education Course
A5	Workshop on the Quality in Basic Education Course
A6	Quality in Basic Education Course
A7	Training course for Instructors in the E-Government Course
A8	Basic concepts for formulating e-government strategies
A9	Program for Updating Teaching Skills
A10	Latin American Initiative for Understanding and Development (Latitud, Project Zero)
A11	Latin American Initiative for Understanding and Development (Latitud, Project Zero)
A12	Virtual Educa Seminar 1
A13	Virtual Educa Seminar 2
A14	Program for Updating Teaching Skills
A15	Learning Together: Workshop for the Caribbean Educational Sector on the OAS Horizontal Coop. Pr.

APPENDIX G

**CONTRIBUTIONS FROM THE PERMANENT OBSERVERS
(January 1 to December 31, 2003)**

Country	Contributions in Cash (US\$)	Chief Contributions in Kind	Total Contribution
Germany	\$23,720 – Office of Science and Technology – Inter-American Metrology System (SIM) and Inter-American Accreditation Cooperation (IAAC) \$11,149 – UPD – Seminar on Political Dialogue for Member States of the Andean Region Total: \$34,869		\$34,869
Korea	\$25,000 – UPD Support for Regional Councilors and Cooperation Systems \$20,000 – Office of the SGA – Peace Fund, Belize/Guatemala Subfund Total: \$45,000	\$100,000 – Computers and technical equipment for OAS Special Mission in Haiti \$63,346 – IACD - Fellowships and Training Program Total: \$163,346	\$208,346
Denmark	\$4,000 – IACHR – funding for a visit of the Special Rapporteur for Freedom of Expression to Honduras \$138,777 – IACHR – Continuation in 2001-2003 of the project to strengthen the inter-American system for defending the human rights of ethnic minorities and other groups at risk from conflicts in Central America Total: \$142,777		\$142,777
Spain	\$99,194 – UPD – Inter-American Forum on Political Parties \$195,624 – UPD – Demining Program \$222,700 – CICAD – Decentralizing national anti-drug policies in Andean countries \$227,148 – IACHR – Financial support for the Commission in bringing cases before the I-A Court of Human Rights \$155,829 – Office of the SGA- Peace Fund - Belize/Guatemala Subfund Total: \$900,495	\$157,482 – IACD – Fellowships program \$81,000 – CICAD – Various activities Total: \$238,482	\$1,138,977

Country	Contributions in Cash (US\$)	Chief Contributions in Kind	Total Contribution
Finland	\$98,648 – Summits Secretariat – American Declaration on the Rights of Indigenous Peoples Total: \$98,648		\$98,648
France	\$138,888 – USDE – Mainstreaming Adaptation to Climate Change \$350,683 – Office of the SGA – Special OAS Mission in Haiti Total: \$489,571	\$3,760 – International Law Department – Professor for the international law course in Rio de Janeiro, Brazil \$99,600 – CICAD – Technical and professional assistance Total: \$103,360	\$592,931
Greece	\$20,000 – OER – Series of Conferences on the Special Summit of the Americas Total: \$20,000		\$20,000
Israel		\$11,465 – IACD – Fellowship program Total: \$11,465	\$11,465
Italy	\$380,330 – UPD – Demining program Total: \$380,330		\$380,330
Japan	\$89,960 – UPD: Electoral Observer Mission in Guatemala \$17,000 – UPD: Demining Program \$85,840 – CICAD: Demand reduction/Nursing school Total: US\$192,800		\$192,800
Norway	\$433,860 – UPD – Support for the Supreme Electoral Tribunal of Guatemala/2003 Elections \$ 69,371 –UPD –Electoral Observer Mission to Guatemala 2003 \$546,443 – UPD – Political management in Guatemala \$670,558 – UPD – Demining program \$146,256 – Office of the SGA – Special Mission in Haiti Total: \$1,866,488		\$1,866,488

Country	Contributions in Cash (US\$)	Chief Contributions in Kind	Total Contribution
Netherlands	\$429,594 – UPD – Support for the Supreme Electoral Tribunal of Guatemala – 2003 Elections \$100,000 – UPD – Electoral Observer Mission to Guatemala 2003 \$5,436 - UPD \$151,262 – UPD – Political management in Guatemala \$25,005 – USDE Total: \$711,297		\$711,297
United Kingdom	\$50,000 – UPD – Support for regional councilors and cooperation systems \$18,000 – UPD – Seminar on policy dialogue for member states of the Andean region (Peru) \$24,123 – UPD – Electoral Observer Mission to Guatemala 2003 \$308,042 – UPD – Demining program \$158,210 – CICAD – Aerial fumigation project/Colombia \$236,325 – Office of the SGA - Peace Fund- Belize/Guatemala Subfund Total: \$794,700		\$794,700
Holy See	\$5,000 – Office of the SGA – Special Mission in Haiti \$5,000 – Office of the SGA – Peace Fund – Belize/Guatemala Subfund Total: \$10,000		\$10,000

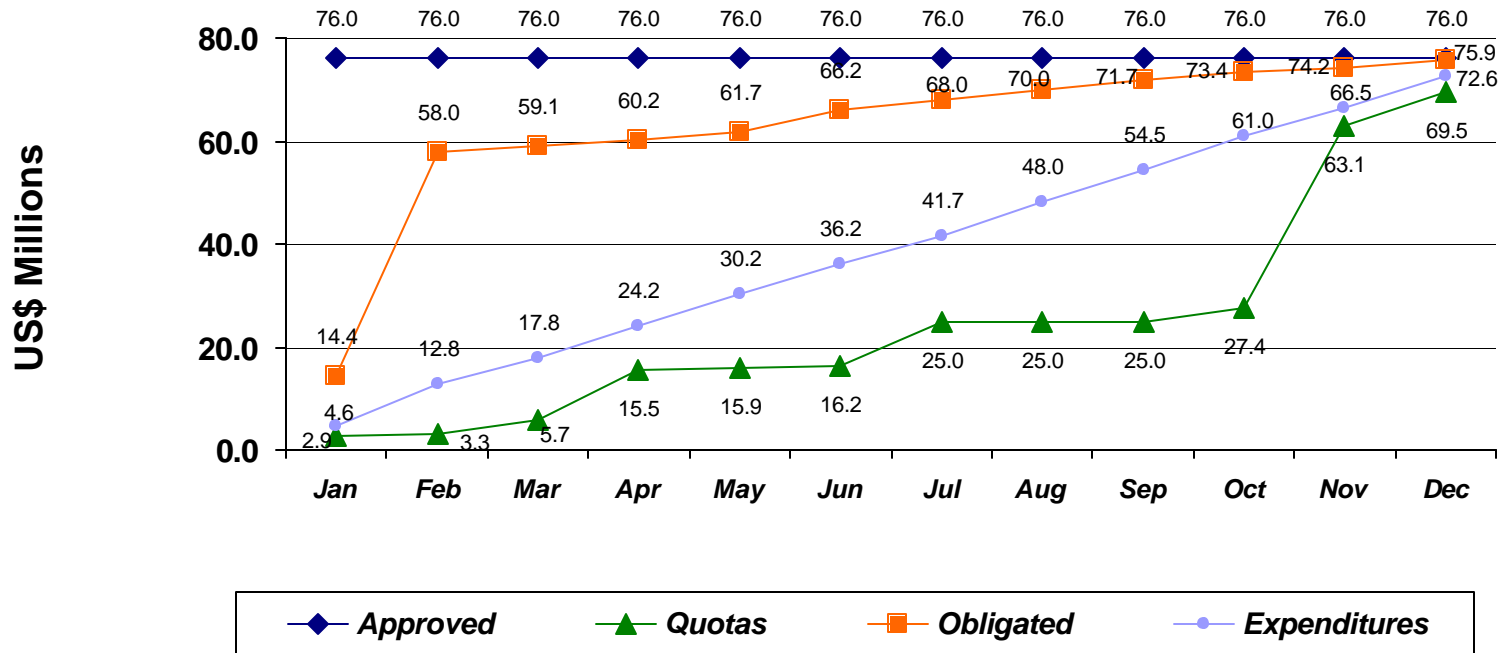
Country	Contributions in Cash (US\$)	Chief Contributions in Kind	Total Contribution
Sweden	\$500,647 – UPD – Support for the electoral system in Honduras \$356,204 – UPD – Support for the Supreme Electoral Tribunal of Guatemala 2003 elections \$1,269,850 – UPD – Special programs in support of governance in Nicaragua \$43,931 – UPD – Outlook and status of political parties in Central America \$1,289,131 – UPD – Demining program \$92,589 – IACHR – Support for the Office of the Special Rapporteur on Freedom of Expression \$126,753 – Office of the SGA – Special Mission in Haiti \$114,583 – Office of the SGA – Peace Fund – Belize/Guatemala Subfund Total: \$3,793,688		\$3,793,688
Switzerland	\$53,895 – UPD – Support for the Supreme Electoral Tribunal of Guatemala 2003 Elections \$19,925 – UPD – Electoral Observer Mission to Guatemala 2003 \$24,980 – Office of the SGA – Special Mission in Haiti Total: \$98,800		\$98,800
Turkey	\$3,000 – USDE- Reducing the vulnerability of the education sector \$3,200 – Americas Magazine \$3,000 – CICAD - Strengthening public health schools-Distance Education Program \$3,000 – Young Americas Business Trust Total: \$12,200		\$12,200

European Union	\$618,275 – UPD – Strengthening democracy in Venezuela \$1,128,600 – UPD – Demining program \$641,160 – Office of the SGA - Special Mission in Haiti \$146,246 – CICAD – Training program Total: \$2,534,281		\$2,534,281
Total	\$12,125,944	\$516,653	\$12,642,597

APPENDIX H

PROGRAM-BUDGET: LEVELS OF EXECUTION

**2002 Regular Fund
Budgetary Execution Report and Quotas collected
from January to December**



2003 Regular Fund Budgetary Execution Report and Quotas collected from January to December

