

Annual Report of the Secretary General 2009



Organization of
American States

TABLE OF CONTENTS

I. GENERAL ASSEMBLY AND COUNCILS	1
1.1 GENERAL ASSEMBLY.....	1
1.2 PERMANENT COUNCIL	9
1.3 INTER-AMERICAN COUNCIL FOR INTEGRAL DEVELOPMENT	15
II. GENERAL SECRETARIAT	17
2.1 OFFICE OF THE SECRETARY GENERAL.....	17
2.1.1 Office of the bureau of the Secretary General	17
2.1.1.1 Department of Legal Services.....	17
2.1.1.2 Office of Protocol	21
2.1.2 Summits of the Americas Secretariat.....	23
2.2 OFFICE OF THE ASSISTANT SECRETARY GENERAL	25
2.2.1 Office of the Chief of Staff of the Assistant Secretary General	26
2.2.2 Department of Conferences and Meetings Management.....	27
2.2.3 Coordinating Office for the Offices and Units in the Member States	29
2.2.4 The Columbus Memorial Library	30
2.2.5 Inter-American Committee on Ports (CIP)	31
2.3 SECRETARIAT FOR POLITICAL AFFAIRS.....	33
2.3.1 Department of Electoral Cooperation and Observation.....	33
2.3.2 Department of Sustainable Democracy and Special Missions (DSDSM).....	35
2.3.3 Department of State Modernization and Good Governance (DSMGG).....	37
2.4 EXECUTIVE SECRETARIAT FOR INTEGRAL DEVELOPMENT (SEDI)	41
2.4.1 Department of Human Development, Education, and Culture	41
2.4.2 Department of Economic Development, Trade and Tourism.....	44
2.4.3 Department of Sustainable Development	46
2.4.4 Department of Social Development and Employment	48
2.5 SECRETARIAT FOR MULTIDIMENSIONAL SECURITY	50
2.5.1 Executive Office of the Secretary for Multidimensional Security.....	50
2.5.2 Executive Secretariat of the Inter-American Drug Abuse Control Commission	51
2.5.3 Secretariat of the Inter-American Committee Against Terrorism	53
2.5.4 Department of Public Security.....	54

2.6	SECRETARIAT FOR ADMINISTRATION AND FINANCE (SAF).....	57
2.6.1	Department of Financial and Administrative Management Services (DFAMS).....	57
2.6.2	Department of Human Resources (DHR).....	59
2.6.3	Department of Information and Technology Services (DOITS).....	61
2.6.4	Department of Planning and Evaluation.....	61
2.6.5	Office of Procurement Services (OPS).....	63
2.6.6	Office of General Services (OGS).....	64
2.7	SECRETARIAT FOR LEGAL AFFAIRS.....	67
2.7.1	Executive Office of the Secretary for Legal Affairs.....	67
2.7.2	Department of International Law (DIL).....	69
2.7.3	Department of Legal Cooperation (DLC).....	70
2.7.4	Department of Special Legal Programs.....	71
2.8	SECRETARIAT FOR EXTERNAL RELATIONS.....	74
2.8.1	Press Department.....	74
2.8.2	Department of International Affairs (DIA).....	75
2.8.3	Department of Cultural Affairs (DCA).....	76
2.8.4	The Department of Strategic Communication and Image (DSC).....	79
2.8.5	Department of Strategic Alliances and Host Country Relations (DSPHCR).....	80
III.	DECENTRALIZED ORGANS, AGENCIES, ENTITIES, AND DEPENDENCIES.....	82
3.1	INTER-AMERICAN COURT OF HUMAN RIGHTS.....	82
3.2	INTER-AMERICAN COMMISSION ON HUMAN RIGHTS.....	86
3.3	ADMINISTRATIVE TRIBUNAL.....	90
3.4	INTER-AMERICAN CHILDREN'S INSTITUTE.....	92
3.5	INTER-AMERICAN COMMISSION OF WOMEN.....	95
3.6	INTER-AMERICAN TELECOMMUNICATIONS COMMISSION.....	97
3.7	OFFICE OF THE INSPECTOR GENERAL.....	98
3.8	BOARD OF EXTERNAL AUDITORS.....	99
IV.	ENTITIES AND SPECIALIZED ORGANIZATIONS.....	102
4.1	INTER-AMERICAN DEFENSE BOARD.....	102
4.2	INTER-AMERICAN INSTITUTE FOR COOPERATION ON AGRICULTURE (IICA).....	104
4.3	INTER-AMERICAN JURIDICAL COMMITTEE.....	108
4.4	PAN AMERICAN DEVELOPMENT FOUNDATION.....	110
4.5	PAN-AMERICAN HEALTH ORGANIZATION.....	113
4.6	PAN-AMERICAN INSTITUTE OF HISTORY AND GEOGRAPHY (PAIGH).....	115

V. ACTIVIDADES DEL SECRETARIO GENERAL Y EL SECRETARIO GENERAL ADJUNTO FUERA DE LA SEDE	117
5.1 Activities of the Secretary General away from Headquarters	117
5.2 Activities of the Assistant Secretary General away from Headquarters.....	121
APPENDICES	124
APPENDIX A: Organization Chart.....	125
APPENDIX B: Academic Scholarship and Training Programs	126
APPENDIX C: Financial Statement	130

I. GENERAL ASSEMBLY AND COUNCILS

1.1 GENERAL ASSEMBLY

The General Assembly is the supreme organ of the Organization of American States and is composed of the delegations of all the member states, which have the right to be represented and to vote. The mechanisms, policies, actions and mandates of the Organization are determined by the General Assembly. Its functions are defined in Chapter IX of the Charter, which states, in Article 57, that the Assembly shall convene annually during the period determined by the Rules of Procedure and at a place selected in accordance with the principle of rotation. In special circumstances and with the approval of two thirds of the member states, the Permanent Council shall convoke a special session of the General Assembly. All member states have the right to be represented in the General Assembly and each has the right to one vote.

▪ **Thirty-ninth regular session of the General Assembly**

The General Assembly held its thirty-ninth regular session in San Pedro Sula, Honduras, June 2 to 4, 2009. There, the Assembly approved three declarations and 93 resolutions. The results of the General Assembly are published in the document titled *Proceedings* (OEA/Ser.P/XXXIX-O.2), which is divided into two volumes: Volume I containing the certified texts of the declarations and resolutions, and Volume II containing the verbatim minutes of the plenary sessions, the summary minutes of the General Committee, and other documents from this regular session.

At its thirty-ninth regular session, the General Assembly adopted resolution AG/RES. 2438 (XXXIX-O/09) “Resolution on Cuba” wherein it resolved:

1. That Resolution VI, adopted on January 31, 1962, at the Eighth Meeting of Consultation of Ministers of Foreign Affairs, which excluded the Government of Cuba from its participation in the inter-American system, hereby ceases to have effect in the Organization of American States (OAS).
2. That the participation of the Republic of Cuba in the OAS will be the result of a process of dialogue initiated at the request of the Government of Cuba, and in accordance with the practices, purposes, and principles of the OAS.

The General Assembly adopted important decisions on such topics as democracy, human rights, freedom of expression, development of international law, social development, hemispheric security, terrorism, corruption, civil society, clearing of antipersonnel land mines, natural disasters, trade, tourism, scholarships, discrimination against persons with disabilities, women, children, and indigenous peoples. The Assembly also approved resolutions on issues that are the purview of the organs, agencies, and entities of the Organization, and on administrative matters of the General Secretariat.

Declarations adopted:

AG/DEC. 60 (XXXIX-O/09)	Declaration of San Pedro Sula: Toward a Culture of Non-violence
AG/DEC. 61 (XXXIX-O/09)	Declaration on the Question of the Malvinas Islands
AG/DEC. 62 (XXXIX-O/09)	Recognition and Gratitude to the Kingdom of Spain for the Contribution It Has Made in the Area of Cooperation as a Permanent Observer to the Organization of American States

Resolutions adopted:

AG/RES. 2438 (XXXIX-O/09)	Resolution on Cuba
AG/RES. 2439 (XXXIX-O/09)	Optimizing Resources: Use of Videoconference and Other Communication Technologies
AG/RES. 2440 (XXXIX-O/09)	Telecommunications Development in the Region to Reduce the Digital Divide
AG/RES. 2441 (XXXIX-O/09)	Strengthening of the Inter-American Commission of Women
AG/RES. 2442 (XXXIX-O/09)	Consolidation of the Regime Established in the Treaty for the Prohibition of Nuclear Weapons in Latin America and the Caribbean (Treaty of Tlatelolco)
AG/RES. 2443 (XXXIX-O/09)	Follow-up to the Special Conference on Security
AG/RES. 2444 (XXXIX-O/09)	Meeting of Ministers Responsible for Public Security in the Americas
AG/RES. 2445 (XXXIX-O/09)	Inter-American Convention on Transparency in Conventional Weapons Acquisitions
AG/RES. 2446 (XXXIX-O/09)	Support for the Conference of Defense Ministers of the Americas in Housing Its Institutional Memory
AG/RES. 2447 (XXXIX-O/09)	Confidence- and Security-Building in the Americas
AG/RES. 2448 (XXXIX-O/09)	Strengthening the Role of National Institutions for the Promotion and Protection of Human Rights in the Organization of American States
AG/RES. 2449 (XXXIX-O/09)	Social Charter of the Americas: Renewal of the Hemispheric Commitment to Fight Poverty in the Region

AG/RES. 2450 (XXXIX-O/09)	Free Trade and Investment in the Hemisphere
AG/RES. 2451 (XXXIX-O/09)	Mechanism to Follow Up on Implementation of the Inter-American Convention on the Prevention, Punishment, and Eradication of Violence against Women, “Convention of Belém do Pará”
AG/RES. 2452 (XXXIX-O/09)	Appointment of Women to Senior Management Positions at the Organization of American States
AG/RES. 2453 (XXXIX-O/09)	The Americas as an Antipersonnel-Land-Mine-Free Zone
AG/RES. 2454 (XXXIX-O/09)	Promotion of Women’s Human Rights and Gender Equity and Equality
AG/RES. 2455 (XXXIX-O/09)	Human Rights and Older Persons
AG/RES. 2456 (XXXIX-O/09)	Hemispheric Efforts to Combat Trafficking in Persons: Conclusions and Recommendations of the Second Meeting of National Authorities on Trafficking in Persons
AG/RES. 2457 (XXXIX-O/09)	Strengthening the Activities of the Justice Studies Center of the Americas
AG/RES. 2458 (XXXIX-O/09)	XX Pan American Child Congress – Inter-American Specialized Conference
AG/RES. 2459 (XXXIX-O/09)	Support for the Work of the Inter-American Committee against Terrorism
AG/RES. 2460 (XXXIX-O/09)	Inter-American Convention against the Illicit Manufacturing of and Trafficking in Firearms, Ammunition, Explosives, and Other Related Materials
AG/RES. 2461 (XXXIX-O/09)	Promotion of Hemispheric Cooperation in Dealing with Criminal Gangs
AG/RES. 2462 (XXXIX-O/09)	Meeting of Ministers of Justice or Other Ministers or Attorneys General of the Americas
AG/RES. 2463 (XXXIX-O/09)	Support for the Committee for the Elimination of All Forms of Discrimination against Persons with Disabilities
AG/RES. 2464 (XXXIX-O/09)	Program of Action for the Decade of the Americas for the Rights and Dignity of Persons with Disabilities (2006-2016) and Support for Its Technical Secretariat (SEDISCAP)

AG/RES. 2465 (XXXIX-O/09)	Migrant Populations and Migration Flows in the Americas
AG/RES. 2466 (XXXIX-O/09)	Education on Human Rights in Formal Education in the Americas
AG/RES. 2467 (XXXIX-O/09)	Eradicating Illiteracy and Fighting Diseases That Affect Integral Development
AG/RES. 2468 (XXXIX-O/09)	2011: Inter-American Year of Culture
AG/RES. 2469 (XXXIX-O/09)	Strengthening Partnership for Development: Policy Dialogue, Technical Cooperation, Structure, and Mechanisms
AG/RES. 2470 (XXXIX-O/09)	XVI Inter-American Conference of Ministers of Labor
AG/RES. 2471 (XXXIX-O/09)	Report of the Second Meeting of Ministers and High Authorities on Science and Technology in the Framework of CIDI
AG/RES. 2472 (XXXIX-O/09)	Report of the First Meeting of Ministers and High Authorities of Social Development within the Framework of CIDI
AG/RES. 2473 (XXXIX-O/09)	Report of the Fourth Inter-American Meeting of Ministers of Culture and Highest Appropriate Authorities within the Framework of CIDI
AG/RES. 2474 (XXXIX-O/09)	Extension of the Term of the Strategic Plan for Partnership for Integral Development 2006-2009
AG/RES. 2475 (XXXIX-O/09)	Poverty, Equity, and Social Inclusion: Follow-up to the Declaration of Margarita
AG/RES. 2476 (XXXIX-O/09)	Specialized CIDI Meeting of High-Level Cooperation Authorities
AG/RES. 2477 (XXXIX-O/09)	Continuing Participation in the Inter-American Council for Integral Development by Member States That Have Not Ratified the Protocol of Managua
AG/RES. 2478 (XXXIX-O/09)	Sixth Meeting of Ministers of Education within the Framework of CIDI
AG/RES. 2479 (XXXIX-O/09)	Fiftieth Anniversary of the Creation and Installation of the Inter-American Commission on Human Rights, Fortieth

	Anniversary of the Adoption of the American Convention on Human Rights (Pact of San José, Costa Rica), and Thirtieth Anniversary of the Inter-American Court of Human Rights
AG/RES. 2480 (XXXIX-O/09)	Promotion and Strengthening of Democracy: Follow-up to the Inter-American Democratic Charter
AG/RES. 2481 (XXXIX-O/09)	Inter-American Program on Education for Democratic Values and Practices
AG/RES. 2482 (XXXIX-O/09)	Support for the Activities of the Inter-American Defense Board
AG/RES. 2483 (XXXIX-O/09)	Promotion of Corporate Social Responsibility in the Hemisphere
AG/RES. 2484 (XXXIX-O/09)	Observations and Recommendations on the Annual Reports of the Organs, Agencies, and Entities of the Organization
AG/RES. 2485 (XXXIX-O/09)	Special Security Concerns of the Small Island States of the Caribbean
AG/RES. 2486 (XXXIX-O/09)	Prevention and Eradication of Commercial Sexual Exploitation and Smuggling of and Trafficking in Minors
AG/RES. 2487 (XXXIX-O/09)	Support for Socioeconomic Development and Sustainable Political Stability in Haiti
AG/RES. 2488 (XXXIX-O/09)	Strengthening Cooperation among Customs and Law Enforcement Authorities in the Americas
AG/RES. 2489 (XXXIX-O/09)	Support for Enhanced Interregional Cooperation with the African Union
AG/RES. 2490 (XXXIX-O/09)	Execution of the Hemispheric Plan of Action against Transnational Organized Crime and Strengthening of Hemispheric Cooperation
AG/RES. 2491 (XXXIX-O/09)	Hemispheric Cooperation in Planning for and Responding to Communicable Diseases, Including Influenza A (H1N1)
AG/RES. 2492 (XXXIX-O/09)	Existing Mechanisms for Disaster Prevention and Response and Humanitarian Assistance among the Member States
AG/RES. 2493 (XXXIX-O/09)	Observations and Recommendations on the Annual Report of the Inter-American Drug Abuse Control Commission

AG/RES. 2494 (XXXIX-O/09)	Consumer Protection
AG/RES. 2495 (XXXIX-O/09)	Celebrating Fifty Years of Scholarship Awards: Reaffirming Support for the OAS Scholarship Program and Institutional Cooperation in Higher Education
AG/RES. 2496 (XXXIX-O/09)	Follow-up to the Declaration of Recife
AG/RES. 2497 (XXXIX-O/09)	Multilateral Evaluation Mechanism of the Inter-American Drug Abuse Control Commission
AG/RES. 2498 (XXXIX-O/09)	Draft American Declaration on the Rights of Indigenous Peoples
AG/RES. 2499 (XXXIX-O/09)	New Challenges for the Inter-American Drug Abuse Control Commission: Process to Review and Update the Anti-Drug Strategy in the Hemisphere and Its Plan of Action
AG/RES. 2500 (XXXIX-O/09)	Observations and Recommendations on the Annual Report of the Inter-American Court of Human Rights
AG/RES. 2501 (XXXIX-O/09)	Draft Inter-American Convention against Racism and All Forms of Discrimination and Intolerance
AG/RES. 2502 (XXXIX-O/09)	The Human Rights of All Migrant Workers and of Their Families
AG/RES. 2503 (XXXIX-O/09)	Inter-American Program for the Development of International Law
AG/RES. 2504 (XXXIX-O/09)	Human Rights, Sexual Orientation, and Gender Identity
AG/RES. 2505 (XXXIX-O/09)	Promotion of the International Criminal Court
AG/RES. 2506 (XXXIX-O/09)	Protocol of San Salvador: Composition and Functioning of the Working Group to Examine the Periodic Reports of the States Parties
AG/RES. 2507 (XXXIX-O/09)	Promotion of and Respect for International Humanitarian Law
AG/RES. 2508 (XXXIX-O/09)	Internally Displaced Persons
AG/RES. 2509 (XXXIX-O/09)	Right to the Truth

AG/RES. 2510 (XXXIX-O/09)	Study of the Rights and the Care of Persons under Any Form of Detention or Imprisonment
AG/RES. 2511 (XXXIX-O/09)	Protection of Asylum Seekers and Refugees in the Americas
AG/RES. 2512 (XXXIX-O/09)	Protecting Human Rights and Fundamental Freedoms While Countering Terrorism
AG/RES. 2513 (XXXIX-O/09)	Persons Who Have Disappeared and Assistance to Members of Their Families
AG/RES. 2514 (XXXIX-O/09)	Access to Public Information: Strengthening Democracy
AG/RES. 2515 (XXXIX-O/09)	Observations and Recommendations on the Annual Report of the Inter-American Juridical Committee
AG/RES. 2516 (XXXIX-O/09)	Follow-up on the Inter-American Convention against Corruption and on the Inter-American Program for Cooperation in the Fight against Corruption
AG/RES. 2517 (XXXIX-O/09)	Human Rights Defenders: Support for Individuals, Groups, and Organizations of Civil Society Working to Promote and Protect Human Rights in the Americas
AG/RES. 2518 (XXXIX-O/09)	Follow-up and Implementation of the Mandates of the Declaration of Commitment of Port of Spain of the Fifth Summit of the Americas
AG/RES. 2519 (XXXIX-O/09)	Increasing and Strengthening Civil Society Participation in the Activities of the Organization of American States and in the Summits of the Americas Process
AG/RES. 2520 (XXXIX-O/09)	Support for and Follow-up to the Summits of the Americas Process
AG/RES. 2521 (XXXIX-O/09)	Strengthening of Human Rights Systems pursuant to the Mandates Arising from the Summits of the Americas
AG/RES. 2522 (XXXIX-O/09)	Observations and Recommendations on the Annual Report of the Inter-American Commission on Human Rights
AG/RES. 2523 (XXXIX-O/09)	Right to Freedom of Thought and Expression and the Importance of the Media

AG/RES. 2524 (XXXIX-O/09)	Support for Recapitalization of the Inter-American Development Bank in the Context of the International Economic and Financial Crisis
AG/RES. 2525 (XXXIX-O/09)	Fund for Peace: Peaceful Settlement of Territorial Disputes
AG/RES. 2526 (XXXIX-O/09)	Support for Governance and the Democratic Institutional System in Guatemala
AG/RES. 2527 (XXXIX-O/09)	Seventh Inter-American Specialized Conference on Private International Law
AG/RES. 2528 (XXXIX-O/09)	Modernization and Use of Electoral Technologies in the Hemisphere
AG/RES. 2529 (XXXIX-O/09)	Place and Date of the Fortieth Regular Session of the General Assembly
AG/RES. 2530 (XXXIX-O/09)	Vote of Appreciation to the People and Government of Honduras

▪ **Thirty-seventh special session of the General Assembly**

The General Assembly held its thirty-seventh special session at OAS headquarters from June 30 to July 4, 2009. The special session was convened to consider the political crisis in Honduras and to adopt decisions regarding the events that followed from that crisis.

The following resolutions were adopted:

AG/RES. 1 (XXXVII-E//09) Resolution on the Political Crisis in Honduras

AG/RES. 2 (XXXVII-E//09) Suspension of the right of Honduras to participate in the Organization of American States

▪ **Thirty-eighth special session of the General Assembly**

The General Assembly held its thirty-eighth special session at Organization headquarters on September 30, 2009. The session was held to approve the program-budget of the Regular Fund of the Organization for 2010, quota assessments and contributions to FEMCIDI 2010.

The following resolution was approved:

AG/RES. 1 (XXXVIII-E/09) Program-Budget of the Regular Fund of the Organization for 2010, Quota Assessments and Contributions to FEMCIDI 2010

1.2 PERMANENT COUNCIL

The Permanent Council is one of the organs by means of which the Organization accomplishes its purposes (Article 53 of the Charter). It reports directly to the General Assembly and is composed of one representative of each member state, especially appointed by the respective government, with the rank of ambassador. Its functions and authority are defined in Chapter XII of the Charter. The Permanent Council takes cognizance of any matter referred 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 (Rio Treaty). It keeps vigilance over the maintenance of friendly relations among the member states and assists them in the peaceful settlement of their disputes. It also acts as the Preparatory Committee of the General Assembly, unless the General Assembly should decide otherwise.

▪ Chair and Vice Chair

The office of chair of the Permanent Council is held by each of the principal representatives in turn, following the Spanish alphabetical order of the names of the respective states. The office of vice chair is filled in the same way, in reverse alphabetical order. The chair and vice chair hold office for a term of three months. The terms begin automatically on the first day of each calendar quarter.

The following is a list of the officers of the Permanent Council in 2009:

- January to March 2009:
Chair: Ambassador Osmar Chohfi, Permanent Representative of Brazil.
Vice Chair: Ambassador Carlos Sosa Coello, Permanent Representative of Honduras.
- April to June 2009:
Chair: Ambassador Graeme C. Clark, Permanent Representative of Canada.
Vice Chair: Ambassador Duly Brutus, Permanent Representative of Haiti.
- July to September 2009:
Chair: Ambassador Pedro Oyarce Yuraszeck, Permanent Representative of Chile.
Vice Chair: Ambassador Bayney R. Karran, Permanent Representative of Guyana.
- October to December 2009:
Chair: Ambassador Luis Hoyos Aristizábal, Permanent Representative of Colombia.
Vice Chair: Ambassador Jorge Skinner Klee, Permanent Representative of Guatemala.

▪ Presentations

During this reporting period, the Secretary General and the Assistant Secretary General addressed the Permanent Council on a number of occasions, to report on various matters of interest to the Council. The following were among the issues addressed: the evolution of the situation in Honduras in light of the resolutions adopted by the General Assembly at its thirty-

seventh special session; the various activities carried out in the countries of the region and other events such as the cooperation provided to health officials in Latin America and the Caribbean to activate national pandemic preparation plans by increasing the surveillance and preparations for possible outbreaks of the A/H1N1 virus (swine flu) within their borders. They also reported on the electoral observation missions conducted by the General Secretariat in OAS member states.

▪ **Visits to the Permanent Council**

The Council received various prominent figures from the Americas, among them José Manuel Zelaya Rosales, President de la Republic of Honduras; Michelle Bachelet Jeria, President of the Republic of Chile, and Tabaré Vázquez, President of the Eastern Republic of Uruguay. It also welcomed Mariano Fernández, Minister of Foreign Affairs of Chile; Haroldo Rodas Melgar, Minister of Foreign Affairs of Guatemala; Patricia Isabel Rodas Baca, Minister of Foreign Affairs of Honduras; Pedro Vaz Ramela, Minister of Foreign Affairs of the Eastern Republic of Uruguay; Aurelio Pastor, Minister of Justice of Peru; Nidia Vílchez Yucra, Peru's Minister of Women's Affairs and Social Development; Rómulo Roux, Panama's Minister of Canal Affairs; Roberto Henríquez, Panama's Minister of Commerce and Industries; Alberto Alemán Zubieta, Administrator of the Panama Canal Authority; and Tibisay Lucena Ramírez, Chair of the National Electoral Council of the Bolivarian Republic of Venezuela.

On April 7, the Permanent Council held a special joint meeting, which was addressed by Professor Abreu, founder of the National System of Youth and Children's Orchestras of Venezuela. Also participating in the meeting were Maestro Gustavo Dudamel and the Venezuelan Brass Ensemble.

Attending the Council's meetings were representatives of international and inter-American organizations, such as the Inter-American Court of Human Rights, the Inter-American Commission on Human Rights, the Washington Office of the Economic Commission for Latin America and the Caribbean (ECLAC); the Regional Office for Latin America and the Caribbean of the United Nations Development Programme (UNDP); the Inter-American Development Bank (IDB); the Inter-American Institute for Cooperation on Agriculture (IICA); the Pan American Health Organization (PAHO) and the Inter-American Defense Board. The Council also heard presentations by civil society organizations.

▪ **Declarations and Resolutions**

In 2009, the Permanent Council approved five declarations and 21 resolutions whose complete text is available at <http://www.oas.org/consejo/resolutions/resolutions2009.asp>.

CP/DEC. 43 (1723/09)	Condemnation of the Acts of Intimidation against the Embassy of Brazil in Honduras (Approved by the Permanent Council at its meeting of October 21, 2009)
----------------------	---

CP/DEC. 42 (1716/09)	Declaration of the OAS Permanent council (Approved by the Permanent Council at its meeting of September 21,
----------------------	---

- 2009)
- CP/DEC. 41 (1684/09) Declaration by the Permanent Council on the Passing of Mr. Raul Ricardo Alfonsín, Former President of Argentina (Adopted at its meeting of April 1, 2009)
- CP/DEC. 40 (1684/09) Declaration of the Permanent Council on the Passing of Mrs. Janet Jagan, Former President of Guyana (Adopted at its meeting of April 1, 2009)
- CP/DEC. 39 (1681/09) Declaration on the Murder of Awa Indigenous Colombians by the FARC
- CP/RES. 966 (1733/09) Granting the Republic of Lithuania the Status of Permanent Observer to the Organization of American States (Adopted at the meeting of December 16, 2009)
- CP/RES. 965 (1733/09) Templates to Be Used by the Permanent Council for Resolutions to Be Referred to the General Assembly for Consideration (Adopted at the meeting of December 16, 2009)
- CP/RES. 964 (1729/09) Solidarity with and Assistance for the People and Government of El Salvador (Adopted at the meeting of November 11, 2009)
- CP/RES. 963 (1728/09) Rules of Procedure for the Operation of the Legal Assistance Fund of the Inter-American Human Rights System (Adopted at the meeting of November 11, 2009)
- CP/RES. 962 (1726/09) Date of the Eighth Meeting of Ministers of Justice or Other Ministers or Attorneys General of the Americas (REMJA-VIII) (Adopted at the meeting of November 4, 2009)
- CP/RES. 961 (1726/09) Convocation of the Sixth Meeting of the REMJA Working Group on Cyber-Crime, Pursuant to Resolution AG/RES. 2462 (XXXIX-O/09) and the Conclusions and Recommendations of the Meeting of Ministers of Justice or Other Ministers or Attorneys General of the Americas (REMJA-VII) (Adopted at the meeting of November 4, 2009)
- CP/RES. 960 (1714/09) Draft Rules of Procedure of the Seventh Inter-American Specialized Conference on Private International Law (CIDIP-VII) (Adopted at the meeting of September 16, 2009)

- CP/RES. 959 (1714/09) Agenda for the Meeting in Washington, D.C. from October 7 to 9, 2009, of the Seventh Inter-American Specialized Conference on Private International Law (CIDIP-VII) Consideration of the Model Registry Regulations under the Model Inter-American Law on Secured Transactions (Adopted at the meeting of September 16, 2009)
- CP/RES. 958 (1714/09) Date for the Seventh Inter-American Specialized Conference on Private International Law (CIDIP-VII) regarding the Agenda Item “Secured Transactions: Electronic Registries for Implementation of the Model Inter-American Law on Secured Transactions. Consideration of the Model Registry Regulations under the Model Inter-American Law on Secured Transactions (Adopted at the meeting of September 16, 2009)
- CP/RES. 957 (1714/09) Date and Place of the Second Meeting of Ministers Responsible for Public Security in the Americas (Adopted at the meeting of September 16, 2009)
- CP/RES. 956 (1711/09) Place and Date of the Fortieth Regular Session of the General Assembly (Adopted at the meeting of August 13, 2009)
- CP/RES. 955 (1706/09) First Meeting of Forensic Specialists of the Americas (Adopted at the meeting of July 24, 2009)
- CP/RES. 954 (1701/09) Baseball in the 2016 Olympic Games (Adopted at the meeting of July 15, 2009)
- CP/RES. 953 (1700/09) Current Situation in Honduras (Adopted at the meeting of June 28, 2009)
- CP/RES. 952 (1699/09) Situation in Honduras (Adopted at the meeting of June 26, 2009)
- CP/RES. 951 (1691/09) Specific Fund to Support the Elaboration of the American Declaration on the rights of Indigenous Peoples (Adopted at the meeting of May 13, 2009)
- CP/RES. 950 (1691/09) Situation in Guatemala (Adopted at the meeting of May 13, 2009)
- CP/RES. 949 (1688/09) XX Pan American Child Congress (Adopted at the meeting of April 21, 2009)

- CP/RES. 948 (1684/09) corr. 1 Invitations to the Thirty-Ninth Regular Session of the General Assembly (Adopted at its meeting held on April 1, 2009)
- CP/RES. 947 (1683/09) Rules of Procedure for the Operation of the Specific Fund for the “Committee for the Elimination of All Forms of Discrimination against Persons with Disability”
- CP/RES. 946 (1682/09) Calendar for Consideration and Approval of the 2010 Program-Budget

The number of formal meetings that the Council and its subsidiary bodies held during the year is indicated below:

- Permanent Council:
 - Regular meetings: 28
 - Special meetings: 16
 - Protocolary meetings: 6
 - Closed meetings: 4
 - Joint meetings: 2
- General Committee: 9
 - Working Group to Prepare the Program of Activities for the Inter-American Year of Women 3
- Committee on Administrative and Budgetary Affairs (CAAP): 12
 - Working Group on the Review of OAS Programs 5
 - Working Group to Prepare the Draft Resolution on the Program-Budget for 2010: 3
 - Working Group to Review the Proposed Program-Budget for 2010: 6
- Committee on Juridical and Political Affairs (CAJP): 29
 - Working Group on Racism and Intolerance: 11
 - Working Group on Indigenous Peoples 8
- Joint Working Group of the Permanent Council and CEPCIDI on the Draft Social Charter of the Americas: 18
- Committee on Hemispheric Security (CSH): 26
 - Working Group on Gangs: 2
 - Working Group to Prepare for MISPA II: 6
- Committee/Summits Management and Civil Society Participation (CISC): 6

– <u>Special Committee on Migration Issues (CEAM):</u>	12
TOTAL:	160

Over the course of the year, special emphasis was devoted to strengthening the installed capacity to process the following official documents (transcription, review and editing services):

- 3.1 The volumes from the thirty-ninth regular session of the General Assembly, its thirty-seventh special session, and its thirty-eighth special session;
- 3.1 The meetings of the Preparatory Committee of the General Assembly;
- 3.1 158 verbatim minutes were transcribed, edited, and proofread (for the period from 2005 to 2009); 90 new minutes were completed and approved by the Permanent Council, as were the minutes of 20 protocolary and private meetings.

1.3 INTER-AMERICAN COUNCIL FOR INTEGRAL DEVELOPMENT

The Inter-American Council for Integral Development (CIDI) is an organ of the Organization 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). It 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.

In addition to its regular meeting, CIDI also held the Sixth Inter-American Meeting of Ministers of Education (Quito, Ecuador, August 12-14, 2009) which focused on rethinking secondary education, including proposals to refashion the curriculum to enable young people to be integrated into society and the workforce more readily and effectively. The Ministers signed the Declaration of Quito in which they pledged, *inter alia*, to redouble efforts to achieve a gross secondary school enrollment rate of at least 75% by no later than 2010 and, with the support of the OAS, specialized regional and international institutions responsible for the follow-up of the Millennium Development Goals and the “Commitments of Education for All” and civil society organizations, to develop strategies to make quality secondary education accessible for all our youth by no later than 2015. For the first time, a Youth Meeting of the Americas was held to hear from the beneficiaries themselves, what their concerns and recommendations were.

The Sixteenth Inter-American Conference of Ministers of Labor (XVI IACML) was held in Buenos Aires, Argentina, October 6-8, 2009, under the slogan “Facing the Crisis with Development, Decent Work, and Social Protection.” The meeting examined the coordination of policies and programs for promoting employment as a guiding framework in facing the crisis, and focused on how to stimulate social dialogue, and collective bargaining. It also featured an intersectoral dialogue with authorities in economics and social development. The Meeting adopted the Declaration and Plan of Action of Buenos Aires, which was sent as a regional contribution to the G-20 Meeting of Employment and Labor Ministers. As is customary, a tripartite dialogue was conducted among the Ministers, and representatives of labor and management. The Trade Union Technical Advisory Council (COSATE) and the Business Technical Advisory Committee on Labor Matters (CEATAL) were designated permanent consultative bodies of the Conference. The Secretariat presented a hemispheric panorama of how the gender approach had been institutionalized in the ministries of the region, as a contribution to cooperation strategies in the region, particularly through the Inter-American Network for Labor Administration (RIAL).

The central theme of CIDI’s Specialized Meeting of High-level Cooperation Authorities, held in Bogotá in October 2009, was “The Effectiveness of Hemispheric Cooperation.” The meeting examined the role that the OAS plays as a coordinating agent and forum for hemispheric dialogue on the subject of cooperation, as well as opportunities to maximize regional cooperation and study of alternative modes of cooperation. The meeting approved the “Consensus of Bogotá”, wherein it agreed to promote the OAS as a forum for dialogue on hemispheric cooperation. The meeting was also the venue for the launch of the Inter-American Cooperation Network.

The other sectors –culture, social development, science and technology, ports and the IACML Working Groups- continued to implement their work programs under the guidance of their authorities and with SEDI’s support.

In the case of CIDI’s subsidiary organs, its Permanent Executive Committee (CEPCIDI) focused its business on strengthening CIDI and partnership for development. CEPCIDI partnered with the Permanent Council in two joint working groups: one on the Draft Social Charter of the Americas, and the other on Existing Mechanisms for Disaster Prevention and Response and Humanitarian Assistance among the member states.

The Management Board of the IACD approved its 2009-2010 Work Plan, which includes analysis, from the angle of cooperation, to strengthen CIDI and the IACD, and the FEMCIDI 2009 program, summarized below:

Projects approved in April 2009		
Sectoral Account	Number of Projects	Amounts (US\$)
Education	14	1,030,346
Social Development	12	650,953
Sustainable Development	14	899,112
Science and Technology	10	774,613
Trade	5	412,000
Culture	3	79,360
Democracy	4	156,655
Tourism	8	315,414
Integral Development	0	0
TOTAL	70	4,318,453

II. 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. 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, and regulate their duties, functions, and responsibilities.

2.1 OFFICE OF THE SECRETARY GENERAL

The Office of the Secretary General assists with the Secretary General's high-level executive functions associated with the promotion of economic, social, legal, educational, scientific, and cultural relations in the member states of the Organization.

In 2009, the Office of the Secretary General supported and complemented the activities carried out by the various organisms, secretariats, departments, offices, and units of the Organization. It also conducted research, prepared drafts of the Secretary General's speeches, and served as liaison with the permanent missions, government agencies, and civil society. It also organized the Secretary General's missions away from headquarters, his official visits to meet with the heads of the member states, his participation in ministerial meetings and other international conferences and events.

2.1.1 Office of the bureau of the Secretary General

2.1.1.1 Department of Legal Services

The Department of Legal Services (DLS) is a dependency of the Office of the Secretary General. The Director of the DLS is the Legal Adviser to the Secretary General.

In 2009, the seven staff attorneys comprising the DLS received more than 2,300 petitions for legal assistance from the dependencies of the General Secretariat, political bodies, delegations of the member states, OAS offices in the member states, offices of OAS special missions, and the technical offices in Brazil and Argentina. Of the 2,300 matters consulted, the attorneys of the DLS issued on the order of 1,800 written and 1,700 verbal legal opinions. DLS attorneys also attended and offered legal advice at more than 600 meetings, as well as legal consulting for seven election observation missions.

- Activities

DLS activities included:

- a. Consultations with political bodies:**

- i. Support provided to the General Assembly, Permanent Council, and the Committee on Administrative and Budgetary Affairs (CAAP) at meetings on administrative, budgetary, labor, and procedural matters. This support included formulation of the OAS program-budget for 2010; preparation of templates for resolutions to be submitted for the consideration by the General Assembly; support for the preparation, negotiation, and adoption of the Rules of Procedure for the Operation of the Legal Assistance Fund of the Inter-American Human Rights System; and authorization of funding for urgent improvements to buildings of the GS/OAS; and
 - ii. Participation in preparatory meetings for the thirty-ninth regular session of the General Assembly, and for the special sessions of the General Assembly regarding the suspension of Honduras and the OAS program-budget.

- b. Services provided to the General Secretariat:**

- i. Advisory services to the Secretary General on matters related to audits of the Inspector General;
 - ii. Support in the preparation of Executive Order No. 09-01 (Policies and Procedures Pertaining to the Institutional Identity System of the General Secretariat of the OAS), and No. 09-02 (Organizational Structure and Management Procedures of the OAS Website); support in the preparation of draft amendments to the General Standards and to the Staff Rules; and in the review of Executive Order No. 08-01 on the structure of the General Secretariat;
 - iii. Support to the Secretariat for Legal Affairs (SLA), the Secretariat for External Relations (SER), the Secretariat for Multidimensional Security (SMS), and other areas on formulating and negotiating agreements and contracts associated with their respective activities;
 - iv. Advisory services to the Assistant Secretary General on matters involving administrative aspects of the General Secretariat's offices in the member states, and on operations of the Selection Committee, among others; the DLA has also participated in meetings pertaining to the OAS Special Mission for Strengthening Democracy in Haiti;
 - v. Support to the Executive Secretariat for Integral Development (SEDI) and its dependencies for the formulation and negotiation of technical cooperation agreements and amendments regarding the implementation of projects in different member states, including those funded by the Special Multilateral Fund of CIDI

(FEMCIDI); and represented its dependencies before the United States Patent and Trademark Office in the registration of trademarks;

- vi. Collaboration with the Secretariat for Political Affairs (SPA), in the capacity of legal adviser and observer for electoral observation missions in Antigua and Barbuda, Bolivia, Ecuador, El Salvador, Mexico, Panama, and Saint Vincent and the Grenadines; assistance for the preparation of the “Manual for OAS Electoral Observation Missions”; participation in the review of cooperation and contribution agreements for electoral observation missions and projects;
- vii. Advisory support to the OAS Mission to Support the Peace Process in Colombia on contractual and internal matters, as well as issues pertaining to privileges and immunities;
- viii. Advisory support to SER regarding its long-term planning committee, coordination of events surrounding the centennial celebrations of the dedication of the OAS Main Building, land-use planning studies, the alternative land-use plan, discussions with the company hired to raise funds for these endeavors, and negotiations to settle contract disputes; advisory support to the Department of Cultural Affairs (DCA) on zoning issues affecting OAS buildings in the District of Columbia;
- ix. Advisory support to the Secretariat for Administration and Finance (SAF) regarding the preparation and negotiation of several documents, including leases, tenders and contracts, tax-related documents, and a proposal request for managing the Retirement Fund 401(m) Plan;
- x. Advisory services to the Department of Human Resources on the formulation and negotiation of labor agreements and settlements, the handling of harassment cases, the preparation of draft amendments to the Staff Rules and General Standards to Govern the Operations of the General Secretariat, and the interpretation of rules applicable to specific cases;
- xi. Advisory support to the SER on trademarks and projects to enhance the institutional image of the Organization; and
- xii. Participation in, and advisory support to, different committees of the General Secretariat, including the Joint Committee on Insurance Matters, the Selection Committee, the Contract Awards Committee, the Publications Committee, the Committee on Administrative Matters, and the Sales Committee; as well as to the Board of Trustees of the Medical Benefits Trust Fund, the Leo Rowe Memorial Fund (“Rowe Fund”), and the Project Evaluation Committee, regarding the formulation of recommendations on specific subject matter areas, such as staff contracting mechanisms, goods and services, staff recruitment, administration of health insurance, project evaluations, decision making regarding Rowe Fund donations and emergency loans; events associated with the centennial of the

dedication of the OAS Main Building; and the maintenance, improvements to, and status of the real property portfolio of the General Secretariat.

c. Services provided to other bodies and decentralized entities:

- i. Advisory support to the Inter-American Institute for Cooperation on Agriculture (IICA) at meetings of the IICA Special Advisory Commission on Management Issues (SACMI), the Executive Committee, and the Inter-American Board of Agriculture (IABA) on a variety of matters, including the legal consequences pertaining to the suspension of Honduras as a member state; preparation of the bylaws for the new Inter-American Commission for Organic Agriculture (ICOA), approved at a meeting of the IICA Executive Committee; legal support services on the civil and criminal aspects of a criminal investigation carried out in Colombia regarding IICA activities with government authorities in connection with an agricultural insurance program [*Programa Agro-Ingreso Seguro*], through which IICA manages and conducts technical evaluations of projects totaling more than US\$250,000,000; development of a new protocol for the election of the IICA Director General;
- ii. Preparation of draft amendments, at the request of the Inter-American Telecommunication Commission (CITEL), which were approved by the CITEL Executive Committee and presented to the International Telecommunication Union (ITU) as inter-American proposals; advisory support to the CITEL Executive Committee during its annual meeting, and to the *Permanent Consultative Committee II: Radiocommunications including Broadcasting*, at one of its meetings;
- iii. Advisory support to the Inter-American Children's Institute (IIN) regarding the interpretation of its statutory bylaws, especially those pertaining to voting by correspondence;
- iv. Advisory support to the Inter-American Commission of Women (CIM) and its Permanent Secretariat on matters regarding the replacement of the CIM President owing to the resignation of the President-elect, and the selection of the new Executive Secretary;
- v. Collaboration with the Office of the Inspector General on audits and investigations conducted outside of headquarters and on other matters;
- vi. Advisory support to non-profit organizations such as the Trust for the Americas and the Young Americas Business Trust;
- vii. Advisory support to the Inter-American Committee on Ports (CIP), with a view to securing a registration certificate for CIP Magazine from the United States Patent and Trademark Office;

- viii. Preparation of draft resolutions, submission of written opinions on regulatory and procedural matters, and advisory support for meetings of CIDI, the Permanent Executive Committee of CIDI (CEPCIDI), and the Management Board of the Inter-American Agency for Cooperation and Development (IACD); preparation of working documents for the CEPCIDI Working Group on the Strengthening of CIDI, and advisory support to meetings of the Working Group;
- ix. Advisory support to the Retirement and Pension Committee and to its Secretary-Treasurer on tax issues, scope of the Retirement and Pension Plan, and the rights of pensioners and participants in the Fund; review and negotiation of contracts concluded between the Committee, its financial consultants, and auditors.
- x. Advisory support to the Project Evaluation Committee; and
- xi. Advisory support to the Inter-American Defense Board (IADB) on a draft proposal of regulations and control and cooperation mechanisms for the Inter-American Defense College (IADC) and other bodies of the Board.

2.1.1.2 Office of Protocol

The Office of Protocol plans and coordinates the official ceremonies of the political bodies of the Organization, the Permanent Council, the Secretary General, the Assistant Secretary General, and the departments of the General Secretariat. It serves as liaison between the U.S. Department of State and the permanent missions on matters related to registration and visas for staff of the missions and to the privileges and immunities of diplomats accredited to the Organization. It also organizes and coordinates the use of the Main Building for protocolary or social-cultural functions and prints and keeps current the Directory of Permanent Missions on the Organization's intranet.

▪ **Protocol and Ceremonial Occasions:**

The Office organized protocolary sessions for visits by the Heads of State of Chile, Uruguay, and Honduras and it provided support for the special meetings convened by the Permanent Council. Ceremonies and protocolary meetings were organized for Pan American Day, for the anniversary of the birthday of Simón Bolívar, and to commemorate the Discovery of America - Encounter of Two Worlds. The Office coordinated the presentation of credentials of the permanent representatives of Bolivia, Brazil, Colombia, Ecuador, Grenada, Panama, Paraguay, and the United States. It also coordinated courtesy calls on the Secretary General and the Assistant Secretary General by a number of Permanent Observers and by visiting ministers and other dignitaries. Receptions were organized to bid farewell to the ambassadors of Brazil, Colombia, Ecuador, El Salvador, Grenada, Paraguay, and the United States. Ceremonies were held to mark the election of a new Chair of the Permanent Council and letters were written and sent to the permanent representatives and permanent observers congratulating them on their National Holiday.

The Office of Protocol also coordinated a program of six “Country Weeks,” in which member states and observers are allocated a week in which to stage cultural or academic events. In addition, the Office lent its support to other art exhibits, unrelated to that program. Protocolary services were also provided for the inauguration of a number of exhibits of the Art Museum of the Americas. Almost all ceremonies to mark the signing, deposit, or ratification of protocols and other agreements between the Organization and member states or other entities were organized by this Office (some 30 ceremonies in all).

For the General Assembly in Honduras, the Office worked closely with the host country to organize the opening ceremony. Apart from organizing agreement-signing and other ceremonies, the Office of Protocol also staged two institutional lunches, two breakfasts, and another lunch hosted by the Secretary General and the Assistant Secretary General, as well as a sizeable reception hosted by the Secretary General and the Assistant Secretary General for approximately 800 guests. The Office coordinated closely with the Government of Honduras’ Protocol Office the preparations for the dinner hosted by President Zelaya.

Administration of the Main Building: Use of the Main Building is administered by the Office of Protocol. Over the course of the year, there were some 80 receptions, lunches, dinners, and lectures, which are expected to yield approximately **US\$161,400**. The Office also worked closely with the Organization of Women of the Americas (composed primarily of spouses of the ambassadors), which organized the Food Festival of the Americas. In addition to the above, the Office of Protocol organized and coordinated breakfasts, lunches, dinners, and receptions, held either in the main Building or at the Secretary General’s residence.

- **Support to the permanent missions and the General Secretariat and liaison with the U.S. Department of State.**

Before referring them to the Department of State, the Office of Protocol reviewed and keyed some 4,000 applications by the permanent missions and their staff into the “e-gov.” system set up by the Department of State for submission of applications. They included accreditations, changes to and renewals of visas, requests for the granting and renewal of work permits for dependents, imports and purchases of tax exempt items, requests for and renewal of tax exempt cards and driving licenses and requests relating to vehicle registration, verification of insurance and the sale or export of vehicles. Letters were drafted and sent to United States consulates requesting visas abroad for staff at the permanent missions. Visas were obtained for senior OAS staff, and so on.

- **Support services for travel by the Secretary General:**

The Office of Protocol liaised with the State Department’s Escort Service and with airlines to organize expedited passage through security clearance and on to connecting flights at U.S. airports on behalf of the Secretary General. This work also involved coordinating with the Transportation Security Agency (TSA) and Protocol Services at airports.

- **Directory of Permanent Missions:**

The “Directory of Permanent Missions, Heads of State, Senior Government Officials, OAS organs and Affiliated Entities” was kept up-to-date and posted on the OAS Intranet. A monthly calendar was kept of activities in the Main Building and every two weeks the *Gazette* is published with information regarding changes of permanent representative in the missions.

2.1.2 Summits of the Americas Secretariat

The purpose of the Summits of the Americas Secretariat (SCA) is to serve as the institutional memory for the Summits process through the preparation of reports and publications to record the achievements and activities; assist the host country in preparing for these events; develop mechanisms and undertake activities related to follow-up of mandates; provide technical and logistical support to the Summit Implementation Review Group (SIRG); chair and coordinate the activities of the Joint Summits Working Group (JSWG); provide technical advice to the Permanent Council Committee on Inter-American Summits Management and Civil Society Participation in OAS Activities (CISC); coordinate civil society participation in the Summits process and accompany the various ministerial processes taking place in the inter-American system.

The SCA supported all activities of the SIRG, the JSWG, the CISC, and civil society, in preparation for the Fifth Summit of the Americas, held in Port of Spain, Trinidad and Tobago, from April 17 to 19, 2009, including the negotiation process of the Declaration of Commitment of Port of Spain.

Between January and April 2009, the SIRG met on seven occasions. It held subsequent meetings as part of the thirty-ninth regular session of the General Assembly, when it picked Colombia as host country for the Sixth Summit and introduced the Summits of the Americas Follow-up System (SISCA). It held its last meeting in September to transfer chairmanship of the process from Trinidad and Tobago to Colombia. Since that time, the SCA has been providing the Colombian authorities with effective and ongoing advice and support.

Importantly as well, the SCA promoted mechanisms for follow-up of Summits of the Americas mandates through studies, publications, and the development of the Summits of the Americas Follow-up System.

In 2009, the JSWG held monthly meetings to plan activities and strategies and share information on important progress, follow-up, and activities. This Working Group also published a book entitled “Achievements of the Summits of the Americas: From Mar del Plata to Port of Spain,” on the efforts by institutional partners to implement and support the commitments of the Fifth Summit.

Collaborating with other areas of the General Secretariat, SCA Policy Roundtables were organized for the purpose of promoting constructive dialogue on the major issues of the Fifth Summit.

More than 18 activities were undertaken with the various social partners involved in this process. Their contributions were made in topical face-to-face subregional forums as well as in topical virtual forums, with a view to submitting recommendations to member states, which negotiated the Declaration of Commitment of Port of Spain. A total of seven activities took place during the week prior to the Summit, thus concluding the process of consultation with each group. Finally, representatives/leaders from every sector participated in the Dialogue between Foreign Ministers and Social Partners, held on the first day of the Summit.

2.2 OFFICE OF THE ASSISTANT SECRETARY GENERAL

In accordance with Article 115 of the OAS Charter and in keeping with measures and policy decided by the General Assembly and the pertinent resolutions of the Councils, the Office of the Assistant Secretary General serves as Secretary of the Permanent Council, provides advisory services to the Secretary General, and is responsible for all activities the latter may entrust to him.

As a result of Executive Order 08-01 Rev. 3, the Office of the Assistant Secretary General is responsible for the Office of the Secretariat of the General Assembly, the Meeting of Consultation, the Permanent Council and subsidiary organs (SGAPC); the Department of Conferences and Meetings Management; the Coordinating Office for the Offices and Units of the General Secretariat in the Member States; the Columbus Memorial Library, and the Secretariat of the Inter-American Committee on Ports (CIP).

▪ **Support to the member states**

Inasmuch as the Assistant Secretary General (ASG) is Secretary of the Permanent Council (CP), his Office worked with the permanent representatives of the members states and the permanent observers to prepare and hold the regular and special meetings of the Permanent Council, and the protocolary meetings where heads of state and of government were received. It also provided its assistance to the joint meetings of the Permanent Council and the Permanent Executive Committee of the Inter-American Council for Integral Development (CEPCIDI), and the meetings of the Joint Working Group of the Permanent Council and CEPCIDI on the Draft Social Charter of the Americas.

Over the course of 2009, the Assistant Secretary General's Office coordinated the technical and operational services, and the negotiation of the resolutions for the thirty-ninth regular session of the General Assembly, held in San Pedro Sula, Honduras, in June 2009. It also coordinated the thirty-seventh special session of the General Assembly on the situation in Honduras, held in Washington, D.C., and the thirty-eighth special session of the General Assembly held in Washington, D.C. to approve the program-budget for the year 2010.

▪ **Thematic and Technical Responsibilities**

– Natural Disasters:

On instructions from the Secretary General, the Office of the Assistant Secretary General continues to coordinate the Secretariat's activities in the area of natural disasters. To that end, it worked with the Department of Sustainable Development and the pertinent organs, agencies, and entities of the inter-American system. It introduced an initiative for coordinating the inter-American system to facilitate immediate responses in the wake of a natural disaster. With the support of the Secretariat for Administration and Finance (SAF), the General Secretariat donated \$65,000 to Costa Rica, Guatemala, and El Salvador, which had suffered natural disasters.

– Haiti:

Pursuant to resolution AG/RES. 2306 (XXXVII-O/07), the Assistant Secretary General continues to work “in support of strengthening democracy and socioeconomic development” in Haiti and “[t]o support the Government of Haiti in the formulation of development policies, in coordination with the United Nations, the Caribbean Community (CARICOM), and other international institutions and agencies.” In that capacity, the Assistant Secretary General traveled to Haiti on several occasions to strengthen the consultations and cooperation with Haitian authorities at the highest level, including the Honorable Rene Préval, President of Haiti, Prime Minister Jean-Max Bellerive, the presidents of both chambers of Parliament, representatives of the Provisional Electoral Council (CEP), the political parties, the private sector, civil society organizations, and partners from the international community. These consultations and joint coordination were instrumental in assessing the progress made in Haiti, especially in the realm of democracy and security. They were also helpful in gaining a better grasp of the priorities set by the Haitian Government and of determining effective ways to assist in the efforts being undertaken.

The Assistant Secretary General continues to head up the Group of Friends of Haiti in Washington, D.C., which lends its assistance to Haiti in dealing with the challenges it faces. In September 2009, the Assistant Secretary General led a mission composed of inter-American institutions, which traveled to Haiti to follow through with resolution AG/RES. 2487 (XXXIX-O/09), “Support for Socioeconomic Development and Sustainable Political Stability in Haiti.”

– Youth:

At the thirty-eighth regular session of the General Assembly, the OAS member states adopted the Declaration of Medellín [AG/DEC. 57 (XXXVIII-O/08)] in which they asked the General Secretariat to “mainstream the youth perspective into the programs and activities of the OAS, in particular, activities that focus on the promotion of democratic principles and values.” With a view to coordinating the activities conducted on these topics within the General Secretariat, the Assistant Secretary General took the initiative of creating an interdepartmental working group on youth. The Interdepartmental Group succeeded in approving a final strategy for addressing the youth issue within the OAS and strengthening the mechanism for OAS General Secretariat departments and secretariats to cooperate on that topic. It also prepared a proposal for the holding of a Ministerial Meeting on Youth.

2.2.1 Office of the Chief of Staff of the Assistant Secretary General

The Office of the Chief of Staff of the Assistant Secretary General serves as liaison in administrative matters between the Office of the Assistant Secretary General and the areas that come under its authority (the Columbus Memorial Library, the Secretariat of the Inter-American Committee on Ports, the Department of Conferences and Meetings Management, the Coordinating Office for the Offices and Units of the General Secretariat in the Member States, and the Office of the Secretariat of the General Assembly, the Meeting of Consultation, the

Permanent Council, and Subsidiary Organs). The Office directs, manages, and supervises the execution of the program-budget for its area, following instructions from the Assistant Secretary General and in accordance with the pertinent resolutions of the General Assembly, the requirements established by donors of external funds, and the rules and regulations of the General Secretariat. It also represents the Assistant Secretary General in dealings with the governing bodies of the Organization, on missions, in international meetings, and in other events dealing with matters in its area of competence; it prepares special reports, and performs other tasks as assigned by the Assistant Secretary General.

In 2009, the Office of the Chief of Staff of the Assistant Secretary General continued its efforts to streamline and strengthen the departments, offices, and units that are under the authority of the Assistant Secretary General. This year, the Chief of Staff worked with the Director of the Department of Conferences and Meetings Management to improve the operation and management of that Department so as to ensure that the governing bodies have all the services they need to discharge their assigned mandates. The Chief of Staff also worked with the Columbus Memorial Library to build new institutional relationships, devise a communications strategy, improve the services that the Library provides, investigate the use of new technologies, review operating policies and ensure that the Library continues to provide the member states and the General Secretariat with efficient service.

In addition to managing the Office of the Assistant Secretary General, his Chief of Staff also served as the principal advisor to the Chair of the Permanent Council during his/her respective term. The focus was on organization and management of the meetings of the Permanent Council, the annual regular session of the General Assembly, the thirty-seventh special session of the General Assembly, and the thirty-eighth special session of the General Assembly. In 2009, she supervised over 200 meetings of the Permanent Council, its permanent committees and working groups.

In June 2009, the Assistant Secretary General's Chief of Staff coordinated the regular session of the General Assembly, held in San Pedro Sula, Honduras, working in close cooperation with the Honduran Ministry of Foreign Affairs. At this session of the Assembly, the Secretariat launched and put into practice new technologies aimed at reducing paper use and adopting practices to preserve the environment.

2.2.2 Department of Conferences and Meetings Management

Under Executive Order 08-01 Rev. 3, of October 2009, the Department of Conferences and Meetings (DCM) became the Department of Conferences and Meetings Management (DCMM), consisting of three sections: the Conference Section, the Language Section, and the Documents Section. The Department's main function is to provide the Organization with a wide array of services needed to hold conferences and meetings. Its chief activities include that of negotiating with governments and other entities on the terms of the agreements concluded to hold conferences and meetings; preparing budgets and planning the physical layout of conference and meeting rooms; coordinating annual calendars of conferences and meetings; contracting the permanent and temporary staff needed to hold meetings; updating the list of freelance translators and interpreters; and providing interpretation, translation, and documents-distribution services.

▪ **Conference Section**

Under the new Executive Order 08-01 Rev. 3 and in order to bolster its activities, three units were created under the Conference Section: the Technical Support to Meetings Unit, the General Meetings Services Unit and the Virtual Meetings Unit.

With the cooperation of the Department of Information and Technology Services (DOITS), the Sir Arthur Lewis Multimedia Room (TL-76) was launched in the General Secretariat Building (GSB) in April. This meeting room is equipped for tele/videoconferencing, wireless networking and connectivity for laptop computers, and features many other conveniences. In 2009, a total of 43 videoconferences were held. The various areas of the General Secretariat that availed themselves of the modern amenities that this new Multimedia Conference Room affords were thus able to realize a substantial savings in travel expenses.

The Section assisted with the staging and logistical coordination of over 944 meetings. At headquarters, two special sessions of the General Assembly were held, as were 933 meetings of governing and technical bodies. These were mainly meetings of the Permanent Council, CIDI and its subsidiary organs, and meetings of the other organs and specialized agencies of the Organization such as CICTE, the IACHR, CIM, CITEL, CICAD, the IIN, and others. A total of 11 meetings were held away from headquarters, which included ministerial and technical meetings. For the first time, the Conference Section participated in the organization of the V Summit of the Americas, held in Port of Spain, Trinidad and Tobago, in 2009, where it coordinated the translation, interpretation, and documents-management services.

▪ **Language Section**

The Department of Conferences and Meetings Management (DCMM) provided translation and simultaneous interpretation services in the four official languages, at more than 825 meetings of the organs, agencies, and entities of the Organization, both at headquarters and in the member states. Approximately 8,749,523 words were translated into the four official languages.

A new procedure was introduced for payment of interpreters and translators, as was a new system to make it easier to ascertain their availability to work at the Organization's meetings.

The Section continued to add names to its list of freelance translators and interpreters, by means of a Pilot Program to identify qualified professional translators and interpreters in the member states. After conducting tests in Peru, 13 OAS-certified interpreters were added to the list; a preliminary review of the tests taken in Colombia suggests that the names of another four to six interpreters might be added to the list.

▪ **Documents Section**

With all its procedures digitized, the Documents Section reproduced and distributed the Organization's official documents. This included the printing of the original documents, their duplication, distribution, and electronic storage. In 2009, the Documents Section publicized on a

broader scale the policies called *Paper Light* and *Printing on Demand*, the effect of which has been to reduce the costs of paper consumption by 72.2% from the previous year.

The following are among the Section's principal activities in 2009: electronic distribution of over 10,678 documents and 800 CDs; paper use was down by 2,200,000 pages, which is a drop of over 61%.

The technological modernization of equipment and the introduction of color printing enabled the Documents Section to offer more and better services, ensuring not only greater variety but also better quality. Among the new services the Section is offering are the following: the printing of pamphlets, catalogues, manuals, bulletins, posters, folders, luggage identification tags, stickers for CDs and USB, and others. The Department of Conferences and Meetings Management has thus been able to accommodate the needs of the other areas of the Organization, needs that had heretofore been outsourced to private business.

2.2.3 Coordinating Office for the Offices and Units in the Member States

Back in 2005, the Office of the Assistant Secretary General adopted a new strategy aimed at bolstering the policy reach and the technical support role that the offices in the member states perform. This new strategy is aimed at: a) heightening the profile of the Organization of American States (OAS) in the member states; b) underscoring the important technical work that the OAS and the offices in the member countries do; c) improving the way in which those offices share and disseminate information about the OAS, and d) better publicizing the "OAS brand" across the Hemisphere.

Thanks to that strategy, the OAS has accomplished a number of important objectives, such as more systematic representation at and participation in high-level meetings with government officials in the member states; it has also identified which individuals and organizations at the national level are active in the OAS' areas of competence. Similarly, the OAS has succeeded in establishing better contact with organizations and representatives of civil society and has improved the quality, implementation, and coordination of the technical cooperation programs and projects in the countries. As a consequence, the offices in the member states have streamlined the management of OAS activities and made them more efficient.

At the present time, the Offices of the General Secretariat in the member states are positioned to analyze and implement better administrative techniques that will make for more transparent collaboration and better lines of communication between the offices and Organization headquarters, and their communications with the parties interested in projects and donors. The Offices are also better prepared to institute rapid response mechanisms when crises arise in the member states. They are also a source of immediate support to the high-level missions undertaken by the Secretary General and by the Secretary General's Special Envoys, and to the electoral observation missions in the countries. This role of the Offices in the member states has also enabled the OAS to renew its efforts to establish relationships of mutual support in the political, technical, and financial fields (UNDP, IDB, PAHO, IICA, PADF, the World Bank, the European Union, USAID, etc.) and to broaden and enhance the OAS' profile in the Hemisphere.

2.2.4 The Columbus Memorial Library

The Columbus Memorial Library was created by the First International Conference of American States on April 18, 1890, as a “memorial Library, to which each government could send, on its own account, the most complete collection possible of historical, literary and geographical works, laws, official reports, maps, etc.” The Columbus Memorial Library is the repository of the institutional memory of the Organization of American States, the Pan American Union and the inter-American system in general.

▪ Reference and research services

The Columbus Memorial Library offers rapid and efficient access to information that supports the work of the General Secretariat and the missions. It also makes information available to the general public concerning the OAS and its predecessors. The Library has received 6,500 inquiries from the missions and embassies. The Library’s Alert Service created profiles for OAS personnel and has electronically sent some 20,013 articles of interest.

Almost 200 requests for information have come through the Inter-Library Loan Program from well known universities in the United States –among them Duke, Princeton, Georgetown, Yale, the University of Texas, Columbia, and Vanderbilt- and from Queens University in Canada and the University of Suffolk in the United Kingdom.

▪ World Digital Library Project

UNESCO and 32 partner institutions launched the World Digital Library on April 21, 2009. The Columbus Memorial Library was selected to be one of the original participants in this project. The presentation took place at UNESCO headquarters in Paris, during a ceremony led by its Director General, Koichiro Matsuura, and by the United States Librarian of Congress, James H. Billington.

Featured at the web site <http://www.wdl.org/es/> are very unique cultural materials from libraries and archives around the world. They include manuscripts, rare books, films, audio recordings, print materials, and photographs. Once the project was launched, the web site of the Columbus Memorial Library received 500,000 hits.

▪ Project Haiti

The Columbus Memorial Library provided technical assistance to Haiti’s Ministry of Foreign Affairs, on a project to restore and preserve its archives. A visit was made to Haiti in October, where the project proposal was presented, possible donors were identified and pledges of collaboration and support were received.

▪ Donations

The Columbus Memorial Library received a donation of ten thousand books from the Inter-American Development Bank’s “Cultural Collection,” valued at an estimated one million dollars.

- **Inter-institutional collaboration**

The Columbus Memorial Library has established exchange programs with renowned libraries, among them national and university libraries from every corner of the Hemisphere. It has received contributions from Costa, Venezuela, Panama, and Peru.

- **Exhibits**

A number of exhibits were mounted, among them the following: Donations from Friends of the Library, Uniting the World: the World Digital Library, the Inter-American Peace Forum, the First International Conference of American States, Marcus Garvey, Grenada, and the IDB Cultural Collection.

- **Friends of the Library**

Established in 1994, this group is composed of the ambassadors serving on the permanent missions and the permanent observer missions. Its role is to help the Library carry out some of its planned activities and to promote the Library's programs and activities with a view to generating interest among the public. In 2009, the group met frequently in the Library for ceremonies in which books were donated and for meetings. Various countries made donations through their ambassadors or permanent representatives. The current Chair of the Group is Ambassador José Enrique Castillo Barrantes, Permanent Representative of Costa Rica.

2.2.5 Inter-American Committee on Ports (CIP)

The purpose of the Inter-American Committee on Ports (CIP) is to serve as the permanent inter-American forum of the member states of the Organization for strengthening cooperation in the development of the port sector.

The Secretariat planned, organized and carried out the following activities in 2009:

- **Strengthen inter-American port dialogue**

The Tenth Meeting of the Executive Board of the CIP (Argentina, March) was held in conjunction with the Office of the Under Secretary of Ports and Navigable Waterways of Argentina and the General Ports Administration. Meetings were also held of the Technical Advisory Groups (TAGs) on Logistics and Competitiveness, Port Security, Navigation Safety, and Environmental Port Protection. Also held were meetings of the Subcommittees on Policy and Coordination; Cargo Services and Vessel Services; Port Security and Environmental Port Protection; Port Investment and Port Legislation; Port Planning and Management; Statistics, Costs, and Tariffs; River and Lake Ports and Port Development for Cruise Ships; and Women's Participation in Port Affairs.

The First Hemispheric Convention on Environmental Port Protection (Brazil, July), with the Special Secretariat on Ports and the Port Administration of Paranaguá and Antonina.

▪ **Cooperation for port development:**

– Training.

The following were conducted: (i) Third Course on Management of Port Terminals (Dominican Republic, February); (ii) Seminar on Mainstreaming Women into the Maritime Port Sector Workforce (Uruguay, April); (iii) Tenth Ibero-American Course on Technology, Operations and Environmental Management in Ports (Spain, May/June); (iv) Seminar on the Challenges of Women in Ports in the XXI century (Dominican Republic, August); (v) XIV Ibero-American Course in Port Management (Spain, October). In all, 650 professionals from the Americas received training. The Secretariat also sponsored and collaborated in other training events organized by the AAPA, the IAPH, the CSA, PIANC-UN and the Port of Santander.

– Direct technical assistance.

Technical advisory services were provided to the Dominican Port Authority on state and private participation in the port sector; and to that country's General Bureau of Customs on management of the project on trade, customs, and ports.

– Regional cooperation.

The CIP continued to promote the Agreement on Cooperation and Mutual Assistance among the Inter-American Port Authorities, which thus far has been agreed to by 19 member states (Antigua and Barbuda, Argentina, Bolivia, Chile, Colombia, Costa Rica, Dominican Republic, Ecuador, El Salvador, Guatemala, Haiti, Mexico, Nicaragua, Paraguay, Panama, Peru, Suriname, Trinidad and Tobago, and Uruguay) and ratified by four of these governments (Argentina, Ecuador, Mexico, and Peru). The Secretariat of the CIP signed an agreement with the International Maritime Organization and another with the Peruvian National Port Authority for a port program conducted through the CIP. Finally, work got underway to design the "CIP Port Expertise and Practices Training Project" with the Le Havre Port Authority and Soget, S.A. (France).

– Publicizing and promoting the ports of the Americas and the CIP:

The Secretariat of the CIP circulated information by way of the following: (i) the CIP Web portal (www.oas.org/cip). (ii) *CIP Magazine*, which promotes the Committee's activities and features essays on current topics written by experts in port-related matters; (iii) the electronic Inter-American Committee on Ports Newsletter, which carries information on port activities, the CIP and the port industry; (iv) preparation of documents, studies, reports and other technical material on the subject of ports; and (v) answering inquiries and requests and transmitting port-related news and information electronically (cip@oas.org).

2.3 SECRETARIAT FOR POLITICAL AFFAIRS

The work of the Secretariat for Political Affairs (SPA) is principally formed by the General Secretariat's Executive Order No. 08-01 Rev. 3 and the Inter-American Democratic Charter. Its mission is to help strengthen political processes in the member states, in particular to support democracy as the best option for ensuring peace, security, and development. In furtherance of its objectives, the SPA works to enhance the legitimacy of institutions in political processes; to build democratic institutions; to take the measures necessary to prevent, manage, and settle conflict; and to support the strengthening and accessibility of civil records in order to make civil registration and identification universal. The Secretariat has three departments: the Department of Electoral Cooperation and Observation (DECO); the Department of Sustainable Democracy and Special Missions (DSDSM), and the Department of State Modernization and Good Governance (DSMGG), in addition to the Executive Office of the Secretary.

2.3.1 Department of Electoral Cooperation and Observation

▪ Principal activities and achievements in 2009

- Electoral Observation.

Twelve electoral observation missions were conducted, in which 739 observers participated. The missions were in El Salvador, Antigua and Barbuda, Ecuador, Panama, Mexico, Colombia, Saint Vincent and the Grenadines, Bolivia, and Dominica.

As part of the project to strengthen the Association of Caribbean Electoral Organizations, the Department was instrumental in arranging its participation in the workshop staged by the ACE Electoral Knowledge Network in Sweden. Under the horizontal cooperation component, the Electoral Office of Jamaica provided technical assistance to the Saint Lucia Electoral Department.

A meeting was organized between Caribbean election officials and academics to review a working paper on campaign financing. A technical mission met in Saint Vincent and the Grenadines to develop recommendations in anticipation of the Constitutional Referendum. In Haiti, an electoral technical cooperation project was conducted for the Vote Tabulation Center and the CEP's website.

- Election-related Technical Cooperation

Bolivia: Technical cooperation was provided to the CNE for the process of re-registering the electorate using biometrics.

Ecuador: A technical cooperation mission was conducted for the new electoral bodies.

Peru: Support was provided to conduct audits of the e-voting system.

Panama, Peru, and Costa Rica: Activities were conducted for ISO9001 certification.

- Electoral Projects and Studies

Institutional Capacity-Building Program

- a. At the Second Inter-American Electoral Workshop participants shared their technical expertise on the role of the election authority.
- b. Three virtual courses were designed on electoral participation, voter registration, and political financing.
- c. Support was provided to election authorities in Guatemala, Costa Rica, and Panama, to design projects to improve civic education.

Inter-American Program on Political Financing

- a. Study of political financing in Latin America. Eighteen national studies were prepared on political financing models and a validation workshop was held.

Program to Systematize Electoral Observation Methods

- a. Manual for Electoral Observation Missions: The manual prepared spells out the objectives of an electoral observation mission, what and how a mission observes and the procedures to be followed when organizing and staging an OAS electoral observation mission.
- b. Methodology to Observe the Role of Mass Media in Electoral Processes: A method is now being developed to monitor the conduct of the media during electoral processes. A test run of the method was conducted during the presidential elections in Bolivia.
- c. Technical Observation and Monitoring of the Introduction of New Technology in Electoral Processes. Descriptions of the experiences of five countries of the region—Chile, Costa Rica, Jamaica, Mexico and Peru—were published.

- Cooperation with other organizations

Through DECO, the Secretariat for Political Affairs cooperated with Mexico's IFE, FLACSO, and the International Institute for Democracy and Electoral Assistance (IDEA International) and exchanged information with the African Union. It also continued the project with the UNDP/IDEA/EC and technical cooperation agreements were concluded with the IFE and the Electoral Tribunal within Mexico's Judicial Branch.

- Meetings held

- **Sixth Inter-American Meeting of Electoral Management Bodies (Ottawa, Canada).** This meeting was held in conjunction with *Elections Canada*, with 23 electoral bodies of the region participating.
- **Fourth General Meeting of the Association of Caribbean Electoral Organizations (Bridgetown, Barbados).** This meeting brought together 40 election officials from the Caribbean and international organizations.

2.3.2 Department of Sustainable Democracy and Special Missions (DSDSM)

- Principal activities and achievements in 2009
- **Support to the Political Mission in Bolivia**

The purpose of this activity was to establish channels of communication between the parties with a view to resolving political differences via institutional avenues. This Mission helped to ease tensions between government and the opposition on such issues as the autonomies and the transitory election law. Support was also provided to the two Electoral Observation Missions deployed in 2009 (the Constitutional Referendum in January and the election of the president and of the Pluri-national Assembly in December).
- **Support to the Government of Guatemala**

In May 2009, the DSDSM assisted with the Mission that the Secretary General and the Secretary for Political Affairs made to Guatemala in a show of support for President Colom, to help to resolve the political crisis unleashed by the assassination of Rodrigo Rosenberg. During the visit, the Mission held meetings with the principal political actors to express the Organization's support of the Government and to offer political and technical assistance to strengthen governability and the rule of law in Guatemala. The OAS General Assembly approved a resolution on support for governance and the democratic institutional system in Guatemala. To comply with the mandate given in that resolution, a cooperation program has been developed in the area of conflict prevention and resolution, for which funding is being sought.
- **Action in Honduras**

Throughout the process unleashed by the political crisis in Honduras, the Secretariat for Political Affairs has supported the measures taken by the Secretary General and the Organization's governing bodies. Technical and logistical support was provided to the special mission composed of the Secretary General and seven foreign ministers. That special mission traveled to Honduras to encourage the conclusion of the San José Accord. Support was also provided to the second mission of foreign ministers, which went to Honduras to open the "Guaymuras Dialogue" between the parties. Because of that dialogue, the OAS played an important role as a mediator in bringing both parties to the table to sign the Tegucigalpa/San José Accord. Under that agreement, a Verification Commission was formed to confirm that the commitments undertaken in the agreement were being honored. That Commission was composed of United States Secretary of Labor Hilda Solís and former Chilean President Ricardo Lagos. Through the DSDSM and others, the OAS was persistent in spearheading diplomatic initiatives to help find a peaceful solution to the political crisis and restore democratic order in Honduras.
- **Support to the Government of Paraguay**

In 2009, the DSDSM provided support to the policy efforts of the Paraguayan Government by supply the government with the tools needed to analyze, prevent and settle disputes.

- **Belize and Guatemala**

The work of facilitating the territorial differendum between **Belize** and **Guatemala** continued in 2009. The Office of the OAS General Secretariat in the Adjacency Zone conducted 33 official verifications and 28 *ex officio* verification and follow-up measures. The inter-institutional coordination with Belize and Guatemala continued uninterrupted. The program titled “Promoting a Culture of Peace” enrolled 300 students from Belize and Guatemala.

- **Mission to Support the Peace Process in Colombia (MAPP/OEA)**

2009 saw a number of important challenges. Although the position of Chief of Mission had remained unchanged for five years, in early 2009 the Mission came under new leadership. The new Chief of Mission’s plan sets out fresh strategic goals, salient among them the following: institutionalization and professionalization of Mission management, preparation and collection of data with a view to the mandate’s renewal (under the new agreement, the mandate is renewed until February 2011), and creation of four thematic management areas to enable the Mission to better discharge its mandate. A new management model was introduced, drawing upon past experiences in order to bring the Mission in line with the most recent models on disarmament, demobilization, and reintegration (DDR) and transitional justice.

In October and November, the Mission was evaluated by international experts on issues related to the conflict and on-site peace missions. As a result of the evaluation, the Mission won important recognition for the activities carried out, and a course was mapped out for the 2010 objectives. Lastly, the MAPP/OEA maintained its presence on the ground through five offices; the regional offices and the thematic management offices collaborated to follow the peace processes. The thematic management offices are: Disarmament and Demobilization, Justice and Peace, Communities and Victims, Reintegration, and Recruitment Prevention.

The efforts of **the OAS’ Good Offices Mission in Colombia and Ecuador (MIB/OEA)** were instrumental in normalizing diplomatic relations between the two countries. Two types of activities were carried out: a) facilitation and encouragement of information sharing and dialogue; and b) development of initiatives that promote mutual confidence-building measures.

At the Meeting of the Foreign Ministers of Colombia and Ecuador in New York, a joint communiqué was issued in which they requested OAS mediation to move ahead in the dialogue leading to normalization of relations. Both countries agreed to renew the Bi-national Border Commission between the Republic of Ecuador and the Republic of Colombia (COMBIFRON) and to complete the designation of *chargés d’affaires*, which was done. They also asked that the MIB/OEA and the Secretary General support their efforts to strengthen their bilateral relations.

- Cooperation with other organizations

- Sharing of information with the United Nations’ Department of Political Affairs and the Andean Development Corporation (CAF)

- Joint project with the United Nations Development Programme’s Political Analysis and Prospective Scenarios Project (PAPEP/UNDP), to identify the impact of the crisis.
 - MIB/OEA collaborated with FLACSO, the Institute of Policy Studies and International Relations (IEPRI) of the Universidad Nacional de Colombia and the UNDP.
- List of meetings
 - Seminar on Experiences in Judicial Branch Reform, Asunción, Paraguay
 - Seminar on Democratization of Knowledge, Uruguay
 - Workshop on Crisis Management and Conflict Resolution - Washington.
 - Seminar on Indigenous Peoples and Peace Building, Bolivia.
 - Annual Conference of the Inter-American Peace Forum, Washington, D.C.
 - Seminar titled *Beyond the Absence of War: Peace and Stability in the Americas of the XXI Century*, Rice University, Houston
 - Technical meeting of delegations from Belize and Guatemala, Guatemala City, Guatemala
 - Meeting of the Foreign Ministers of Belize and Guatemala, in Washington, D.C.
 - Meetings of the Group of Friends of Belize and Guatemala, held in Washington, D.C. and Guatemala.

2.3.3 Department of State Modernization and Good Governance (DSMGG)

- Principal activities and achievements in 2009
- **Support to Legislative Institutions**
Under the auspices of the Permanent Mission of Colombia, the DSMGG formed a working group to put together a proposal for an Inter-American Program on Quality in Public Service; talks continued with the Central American Institute of Public Administration to develop a Training Program for Civil Servants in Central America.

The DSMGG provided its assistance to the Guatemalan Congress in connection with the creation of an Auditing and Transparency Unit, a Public Service unit, and a Technical Group on Situational Analysis. The DSMGG provided its support with implementation of a new legislative information and reporting system, a program to train advisors and representatives and bring them up to date on legislative modernization issues and the use of the ICTs. It assisted the legislature of the city of Buenos Aires with a diagnostic study and the design of a modernization project, creation of a forum of presiding officers of provincial legislatures and introduction of an in-person and electronic voting system. It acted on requests received from the National Congresses of Ecuador, Peru, and Paraguay to provide technical assistance in institutional strengthening and modernization. It also advised the officers of the Latin American Committee of Municipal Parliaments, and organized a number of training workshops.

- **Transparency and Governance**

The first part of the Guide to Mechanisms for the Promotion of Transparency and Integrity was published at the Secretariat's website, and a virtual course titled "Mechanisms and strategies for promoting transparency and integrity" was launched. In partnership with UNESCO and the Rapporteurship for Freedom of Expression of the OAS Inter-American Commission on Human Rights, an online course was prepared on "Access to Public Information." In conjunction with the Inter-American Organization for Higher Education, a theoretical framework was developed to be used to devise indicators and analytical tools with which to evaluate the effectiveness of promoting transparency and public ethics. The Transparency and Governance Section designed a pilot project to develop social control tools in Bolivia. It contributed to the preparation of the Guide to Implementation of the Model Law on Access to Public Information, and a number of documents for the project "*La Democracia de Ciudadanía, una agenda para la construcción de Ciudadanía en América Latina*" [*The Democracy of Citizenship, an agenda for building citizenship in Latin America*].

- **Decentralization**

As Technical Secretariat of the High-level Inter-American Network on Decentralization, Local Government, and Citizen Participation (RIAD), in 2009 the DSMGG provided support to the Costa Rican Government for holding the Subregional Meeting for the Central American Countries and the Dominican Republic. It also participated in panels held during the V Summit of Mayors, organized by the Federation of Latin American Cities, Municipalities, and Associations (FLACMA) in Mar del Plata and the III Ibero-American Summit on Decentralization and Local Development, held in Ecuador. Through this section, the DSMGG strengthened its relationship with FLACMA and prepared a memorandum of understanding with the Federation of Canadian Municipalities. It also helped design and prepare the online course on "Decentralization and Citizenship Participation." With financial support from the Open Society Institute's foundation, it published a study titled "Decentralization and the challenges to democratic governance."

- **Civil Registry**

With the support of the Governments of Canada, Italy, Spain, and the United States, the Universal Civil Identity Program in the Americas (PUICA) succeeded in registering more than 1,500 persons and correcting nearly 2,000 errors in identification documents in Bolivia. It put together a technical assistance plan for the countries of the Organization of Eastern Caribbean States (OECS). In El Salvador, it worked with the National Natural Persons Registry (RNPN) to put into practice a system for registering births in hospitals (Sonsonate and Ahuachapán). In Guatemala, over 500 persons were registered in the municipality of Chichicastenango, while 600 were registered in three municipalities of Guatemala City. PUICA assisted Haiti's National Identification Office with distribution of over 600,000 identification cards, preparation of voter rolls, digitalization of historical records, nationwide campaigns to register minors, and designing a "model office" for the National Identification Office and civil records. Until June 2009, it conducted a registration and awareness campaign in Honduras and had gotten nearly 300 people registered. In Paraguay, the program put over 600,000 historic records in digital format and four departmental seats, the vital statistics database and two hospitals were interconnected. In Peru, PUICA worked with the National Registry of Identification and Vital Statistics to begin reconstruction of the civil

records in Huancavelica; in the department of Lima, it provided over 5,000 identification documents to minors; in San Juan de Lurigancho, it provided 5,500 identification documents.

▪ **e-Government**

In 2009, the Inter-American Network of e-Government conducted training activities with five governments of the region; it conducted workshops and introduced the ExcelGob award. The OAS was selected as Technical Secretariat of the Inter-American Network on Government Procurement. An online training course was conducted, titled “Modernizing government procurement.” Workshops were held and five regional working groups were established. A pilot e-Government Service Center was set up in Guatemala. New partners joined the project and it was expanded to include the rest of Central America, as well as Andean and Caribbean countries.

Through the *MuNet e-Government* project, advisory services, training and tools of e-government were provided and the Muni Portal was launched to handle information on citizen participation in 21 municipalities in 11 Latin American countries.

The *MuNet Cadastre Program* made a cadastre toolkit available to the member states; three national MuNet Cadastre projects (training workshops, technology donation) were put into practice in Guatemala, El Salvador, and Bolivia. Two courses were held, each attended by 32 individuals. A Virtual Cadastre Discussion Group was created and now has 160 participants. For training purposes, some 400 CDs were distributed from the course on “Cadastre Management.”

Under the *CapaciNet* program, editions of the following courses were prepared and conducted: e-Congress and Modernization of Legislative Institutions; Strategies for Decentralization and Citizen Participation; and Mechanisms and Strategies for Promoting Transparency and Integrity. Agreements were signed with Argentina and Colombia to train civil servants via online courses.

In 2009, the following online courses were offered to government personnel in areas related to modernization of the state: *Introducción a la Formulación de Estrategias de Gobierno Electrónico; Aspectos Regulatorios del Gobierno Electrónico; Interoperabilidad y Procesos Públicos Interinstitucionales; Design and Implementation of e-Government Strategies; Introdução à Formulação de Estratégias de Governo Eletrônico; Marco Normativo del Gobierno en Línea; e Introducción a la Formulación de Estrategias del Gobierno en línea.* A total of 777 participants registered for the nine editions of the e-government courses. E-Government Newsletter No. 50 was published.

▪ Cooperation with other organizations

- Joint meetings on public administration, held with the IDB, the UNDP, the SEGIG, the CAF and the United Nations.
- Design of the project titled “Promoting democratic, inclusive, efficient, and participatory municipal governments,” in cooperation with the IDB

- Collaboration on e-Government with the IDB, CIDA, ECLAC, UNDESA, CARICAD/CARICOM, the IDRC, and the World Bank.
- Meetings held
 - XIV International Congress of the CLAD on State and Government Reform, Brazil
 - Meeting of the Inter-American Network of Public and Political Leadership of the OAS, in San José, Costa Rica
 - First Regional Summit of Civil Registry and Identification and VI Meeting of CLARICIEV, Colombia.
 - Meeting of Ministers and Authorities of e-Government, Uruguay
 - Workshop on “Innovation in Online Government, Leading Projects in 2009”, Washington, D. C.

2.4 EXECUTIVE SECRETARIAT FOR INTEGRAL DEVELOPMENT (SEDI)

The OAS Charter, the Statute and Rules of Procedure of the Inter-American Council for Integral Development (CIDI) and its subsidiary bodies, and the Strategic Plan for Partnership for Development 2006-2009 together shape the role that the Executive Secretariat for Integral Development (SEDI) plays in promoting dialogue and cooperation among the member states and furthering their integral development. Its structure is determined by Executive Order 08-01 Rev. 3 “Structure of the General Secretariat” and includes the Office of the Executive Secretariat (OES) and four departments: (i) the Department of Human Development, Education, and Culture; (ii) the Department of Economic Development, Trade, and Tourism; (iii) the Department of Sustainable Development; and (iv) the Department of Social Development and Employment.

SEDI’s mission is to support the member states in their efforts to reduce poverty and achieve higher levels of economic and social development. It does this by facilitating policy dialogue at the highest levels to shape policies and establish priorities, and by promoting, coordinating, and implementing cooperative programs, projects, and activities in areas such as social development, education, labor, culture, science and technology, trade, tourism and sustainable development. The activities are especially geared toward cultivating human knowledge, skills and talents, and contributing to institutional strengthening in the member states, thereby helping to bolster democratic governability in Latin America and the Caribbean. SEDI serves as the catalyst that transforms political agreements into tangible activities.

SEDI receives its mandates from the General Assembly and from CIDI –at its regular, sectoral, and specialized meetings, and from its policy-making bodies, which include CEPCIDI, the Inter-American Agency for Cooperation and Development, and the inter-American committees. SEDI serves as the Secretariat of policy-making bodies.

SEDI also administers the process of programming, following up, and evaluating the projects of the Special Multilateral Fund of CIDI (FEMCIDI). To help publicize the Fund and make it more efficient and transparent, a database of FEMCIDI projects was launched and the evaluations of the projects are being circulated. Training in project preparation continued. Thanks to a combination of classroom activities and the newly launched online course on “Design, Management and Monitoring of Development Projects,” the reach of the training in project preparation tripled in size, as did the number of persons trained.

2.4.1 Department of Human Development, Education, and Culture

The Department of Human Development, Education, and Culture (DHDEC) has two main thrusts. On the one hand, it supports the member states’ efforts to achieve a quality education for all and to give culture a more prominent role in economic development and social inclusion. On the other hand, it administers the scholarships awarded for undergraduate, graduate, and technical studies, and for professional development and research.

In the area of education, Quito, Ecuador was the venue of the VI Meeting of Ministers of Education, held under the slogan “Better Opportunities for the Youth of the Americas: Rethinking Secondary Education.” There, the ministers also reaffirmed the Hemispheric

Commitment to Early Childhood Education, undertaken in 2007. With a view to strengthening the member states' policies and making a broad cross-section of the population aware of the importance of supporting early childhood education through holistic strategies that include, *inter alia*, nutrition, education, social well-being, and labor-related measures, 10 projects were presented in technical cooperation, research, professional development, evaluation and development of a communications strategy.

One of the accomplishments that this strategy has produced is the cooperation that the government of Chile has offered, which has benefitted directors of early childhood and basic education in 31 countries of the region, including 13 countries of the English-speaking Caribbean. Similarly, in conjunction with Costa Rica's Ministry of Education, eight member states in Central America received support with crafting policies and devising strategies to evaluate the quality of early childhood education, in cooperation with UNICEF, the OEI and the CECC/SICA; a similar exercise was done for the MERCOSUR countries, in conjunction with the Ministry of Education of Paraguay, UNICEF, the IDB, and the OEI. In a joint undertaking involving the OAS, the Van Leer Foundation, UNICEF, and the OEI, nine case studies were done and two books were put together on early childhood education in indigenous, rural, and border communities.

Another area in which the DHDEC is active is the Regional Education Indicators Project (PRIE), which is intended to strengthen the countries' capacity to produce and analyze educational statistics that are comparable within the international realm. In 2009, five missions were conducted to Saint Vincent and the Grenadines, Suriname, Belize, Grenada, and Venezuela, and progress was made on preparation of the Educational Panorama 2009 (to be published in August 2010). This will enable the member states to measure the progress they have made toward the goals set by the Summits of the Americas in the area of education.

In 2009, the groundwork was laid to establish the Inter-American Teacher Education Network (ITEM) in 2010. The Network will serve as a mechanism for horizontal cooperation, enabling the exchange of information, experiences and best practices in the field of early teacher training. In collaboration with the EARN and Evolution Foundations, the OEC helped to integrate information and communication technologies (ICTs) into teaching by developing two online courses for teacher trainers. Approximately 48 trainers from the Caribbean participated in the pilot edition in English, and 80 in the Spanish edition.

The Inter-American Program on Education in Democratic Values and Practices continued to build up its three main lines of activity (research, professional development, and information exchange). In the area of research, the Inter-American Journal of Education for Democracy (IJED) released two new issues, including a special issue on education, citizenship and interculturalism. In the area of professional development, teachers from six countries of the English-speaking Caribbean received training via the online Course for Educators titled "Education for Democratic Citizenship in the Caribbean." A project also got underway to examine the best practices in using the arts and the communications media to instill democratic values and develop creative skills in children and youth.

The first call for proposals under the Horizontal Cooperation Fund was conducted for technical assistance missions in the area of education for democracy. Nine proposals were selected, which benefited 12 countries and directly involved 21 institutions.

The first phase of the project on Education of Migrant Children and Youth (a component of the Inter-American Program for the Promotion and Protection of the Human Rights of Migrants) was launched. During this first phase, an analytical report will be prepared to document the scale and nature of the educational situation of migrant children and youth in the member states and to document and analyze the existing national policies and relevant programs.

The area of culture, for its part, designed the project titled “Halting the march of crime, violence and drug abuse by Central American youth: creating awareness and promoting prevention among at-risk youth.” The purpose of this project is to promote dialogue and encourage youth organizations to get involved with government sectors in crafting a prevention-oriented agenda. Similarly, a video was produced titled “Towards a culture of non-violence: the role of the arts and culture.” The video spotlights success stories in each subregion of the OAS, where the arts and culture play key roles in programs for at-risk youth, to promote the development of talents, identity and a sense of belonging, and to prevent their involvement in violent or illegal acts.

In 2009 a network was created composed of member states, civil society and international organizations, to facilitate the design and implementation of public policies and institutional strengthening in the area of culture, to thereby foster economic development and social inclusion. A communications strategy was designed and agreed upon, as was the structure of the project’s interactive portal. The first call for proposals under the Horizontal Cooperation Fund was held for Technical Assistance Missions to promote horizontal cooperation and technical assistance among the OAS member states in the area of cultural policy.

With regard to the Scholarships Program for Academic Studies, the DHDEC succeeded in (a) expanding the Consortium of Universities (115 in 18 member states thus far); b) directly placing beneficiaries (170 in 2009-2010), and (c) expanding the cooperation with the member states and permanent observers in the area of higher education and human development (382 scholarships since 2007, valued at approximately US\$2,721,735). All this progress means that more undergraduate and graduate scholarships are being awarded, on an equitable and broad basis, to pursue studies in recognized educational institutions in the hemisphere at a reasonable cost to the OAS.

A total of 203 students selected in the 2009/2010 academic year signed their contracts in 2009, for a total of US\$6,620,907.19. Of the scholarships awarded, 25 were for undergraduate studies, while 185 were for graduate studies. The costs of the scholarships awarded for graduate studies are distributed as follows: 16.45% for self-placed recipients and 83.55% for scholarship recipients placed by the OAS, well below the parameters set by the Manual of Procedures for the OAS Scholarships Program.

The results of the selection of scholarship recipients for the 2010-11 academic year were announced in October 2009. A total of 153 persons were selected to receive scholarships (137 for graduate studies and 16 for undergraduate studies). The total cost of the 2010/2011 academic

year is estimated at US\$4,806,000, to be paid over a period of up to three (3) budgetary periods. The final figures for the 2010/2011 academic year will be known once the students have been placed and have signed their contracts, which should materialize by late March 2011.

The Professional Development Scholarships Program (PDSP), which offers citizens of the OAS member states opportunities to expand or update their professional experience in areas related to the OAS' integral development activities, awarded 1,015 scholarships. The professional development courses in which the scholarship recipients participated were in the following member states and permanent observers: Argentina, Brazil, Chile, Colombia, Costa Rica, Dominican Republic, Ecuador, Honduras, Mexico, Paraguay, Peru, United States, Uruguay, Venezuela, and Spain. These scholarships were financed by the Professional Development Scholarships Program and the host institutions in the member states and permanent observer countries.

The Leo S. Rowe Pan American Fund (www.oas.org/rowe) is a specific fund set up in 1948 through a bequest to the Permanent Council. It is administered by members designated by the Permanent Council and the Secretary General. Its purpose is to help finance the cost of a higher education through educational loans. In 2009 the Rowe Fund helped finance the cost of studies in the United States, by granting 101 interest-free loans to citizens of Latin America and the Caribbean and 35 loans to staff members of the OAS General Secretariat, for a total of \$872,300. The Rowe Fund also administered an annual average of 405 educational loans valued at \$2.2 million; of these 62 were repaid in full during the course of the year. To maintain its profile in the Hemisphere, the Rowe Fund prepared a Financial Guide to Higher Education in the Americas.

The Educational Portal of the Americas (EPA) provided training to a total of 1,534 citizens and/or residents of 28 member countries of the OAS, principally those living in remote or relatively less developed areas. It offered short professional refresher courses entirely online using high-caliber, low cost information and communications technologies (ICTs), in Spanish, English, and Portuguese and on topics relevant to the region.

Cooperation strategies were devised and reinforced. The following are among the activities conducted in connection with those strategies: (a) supervision of the first two editions of the virtual course on Training Trainers in Corporate Social Responsibility; (b) training of 103 persons in the online course on "Agro-ecotourism," jointly with the Inter-American Institute for Cooperation on Agriculture (IICA); (c) training of 400 teachers with Colombia's Ministry of Education through the online course on training in virtual tutoring; (d) training of 100 teachers with Uruguay's National Public Education Administration (ANEP); (e) implementation and delivery of the online course on "Introduction to the Right of Access to Public Information," offered in conjunction with the Trust for the Americas. Also, nine new issues of the e-zine *La Educ@cion* were released and advisory services were provided to various areas of the OAS in implementing spaces exclusive to those areas.

2.4.2 Department of Economic Development, Trade and Tourism

The Department of Economic Development, Trade and Tourism (DEDTT) has five sections: (a) the Trade Office; (b) the Tourism Office; (c) the Competitiveness Office; (d) the Science,

Technology, and Innovation Office, and (e) the Foreign Trade Information System (SICE). It also conducts programs in corporate social responsibility.

The Department's activities respond to the mandates of the Strategic Plan for Partnership for Integral Development 2006-2009: economic diversification and integration, trade liberalization, and market access; scientific development and exchange and transfer of technology; sustainable tourism development, and diverse mandates from the OAS General Assembly and the Summits of the Americas.

Competitiveness is the one theme that threads through all the Department's activities, which are geared toward building up institutional and human capacities and generating public policies that promote the inclusion of micro, small and medium-sized enterprise (MSME) in domestic and foreign markets, with special emphasis on women and vulnerable groups.

The DEDTT works in coordination with international and regional organizations (including the OAS-IDB-ECLAC Tripartite Committee), ministries and national entities, academic institutions, and NGOs in the Americas.

In the trade area, the Department promoted forums for authorities to share successful experiences in government-business-university partnerships to support the micro, small and medium-sized enterprises (MSME), use of ICTs and government programs that provide incentives to ensure that the more vulnerable groups get their share of the benefits of trade. The area also continued trade-policy training activities which have helped numerous public officials in the region, especially in the Caribbean. Support was provided to south-south cooperation initiatives that served to build capacities to administer agreements and negotiate policy on subjects like sanitary and phytosanitary regimes, settlement of investor-state disputes and intellectual property (for example, exploiting the intangible value of various products)

The Department helped organize consultations with the private sector to promote its participation in the V Summit process, including the II Hemispheric Private Sector Forum "Promoting Private Sector-Led Prosperity in the Emerging Decade: The Quest for Competitiveness," held in Port of Spain in April 2009.

With more than 2.5 million visitors in 2009, which is over 7,000 hits per day, the SICE website (www.sice.oas.org) was one of the principal reference sources on trade within the Western Hemisphere. SICE currently has over 20,000 documents available to the public free of charge and is updated regularly.

In the area of competitiveness, the Americas Competitiveness Network, a Chilean government/OAS joint initiative, was officially launched during the Meeting of Ministers of the Economy and Industry, held in Santiago, Chile, in September 2009, as part of the Americas Competitiveness Forum III. The network will include public, public/private and private entities and is a vehicle for high-level discussions aimed at strengthening and promoting competitiveness in the Americas.

As a result of CIDI's Specialized Meeting of High-level Cooperation Authorities, held in Bogotá in October 2009, the Inter-American Cooperation Network (www.cooperanet.org), was launched, creating a space where national cooperation authorities can engage in analysis and dialogue and where other institutions that conduct technical cooperation activities in the region can participate.

The Department assisted with training and capacity building in the Caribbean's tourism sector, especially in the area of small hotels.

In the area of science, technology and innovation, the First Meeting of the Advisory Board of Engineering for the Americas (EftA) was organized. Implementation of the Inter-American Program in Scientific Journalism got underway, while the Regional Project in "Triangular Cooperation: Natural Gas Metrology for Peru and Bolivia" continued. The Americas Prize for Excellence in Public Service was awarded. Two virtual courses were delivered: "Science, technology and society: Contributions from the Gender Approach."

2.4.3 Department of Sustainable Development

The mission of the Department of Sustainable Development (DSD) is to promote sustainable development and sound environmental management. The department has a number of sections, namely: (a) the Integrated Management of Water Resources Section; (b) the Natural Hazard Risk Management and Climate Change Adaptation Section; (c) the Environmental Law, Policy and Governance Section, and (d) the Biodiversity and Sustainable Soil Management Section.

2009 was a transition period for the Integrated Management of Water Resources Section. In the technical area, the Section started preparations to shut down the activities of the Strategic Action Programme for the Binational Basin of the Bermejo River (Argentina-Bolivia). A process was also undertaken aimed at diversifying the projects portfolio as a tool at the service of sustainable human development, peace, and democracy. A series of initiatives in managing transboundary surface water resources was consolidated, salient among them the Regional Framework for Sustainable Use of the Río Bravo, the Framework for Sustainable Management of the Transboundary Water Resources of the La Plata River Basin, and the Strategic Action Programme for the Brazilian Amazon Basin. As for management of water resources in aquifers, the Department has an initiative on Transboundary Aquifers in Mesoamerica, a project for Sustainable Management of the Transboundary Aquifers on the Island of Hispanola: Artibonite-Masacre, and the ISARM Americas Program. Projects from previous years continued, such as the San Francisco River Basin; other new projects were launched, such as the Esmeralda River Basin project.

The Department also actively contributed to the Fifth World Water Forum, especially with the preparatory coordination activities in the hemisphere, working together with UNESCO as the organizer and sponsor of the events and collaborating on the preparation of the working papers and serving as a speaker at a number of the sessions held during the Forum.

In its efforts to promote the energy sector's sustainability, which includes greater reliance on renewable energy and more energy-efficient technologies and systems, the Department is conducting the Sustainable Energy and Climate Change Program. Some of the most important

achievements in 2009 included the project being conducted with the European Union to help seven countries in the Caribbean develop their national energy policies, build up human and institutional capacities and implement sustainable energy projects. With the help of this program, for example, Saint Vincent and the Grenadines passed its National Energy Act, and Dominica, Grenada, and Saint Kitts and Nevis have bills under consideration. Then, too, under the Agreement on Biofuels between the United States and Brazil, technical assistance is going to various countries in Central America and the Caribbean, to assist with the development of biofuel policies. At the hemispheric level, the DSD continues to serve as Regional Secretariat for Latin America and the Caribbean of the Renewable Energy and Energy Efficiency Partnership (REEEP) and is assisting the states with formulation of policy changes on renewable energy, energy efficiency, and development of innovative financial tools.

It is also worth noting that the DSD was designated as a clearinghouse for the Energy and Climate Partnership of the Americas (ECPA), which United States President Barack Obama proposed and which the member states welcomed in order to better coordinate and hasten activities related to sustainable energy in the Americas. In this connection the DSD is helping with organization of the Energy and Climate Ministerial of the Americas, to be held in Washington in April 2010.

In the area of natural hazard risk management and climate change adaptation, the DSD continued to promote the Inter-American Network for Disaster Mitigation (INDM) by way of its virtual platform, organization of training workshops and other opportunities where knowledge and information can be shared. It completed execution of the project on Information and Communication Technologies (ICTs) Applied to Disaster Mitigation in the Central American Isthmus, and carried out Phases I and II of the Central American Program for Early Flood Warning Systems in Small Valleys (SVP) and “Development of a Regional Platform for Disaster Risk Reduction in the Americas”.

A key factor in the RIESGO-MACC project has been the institutional partnership with the United Nations International Strategy for Disaster Relief (UN/ISDR), and the partnerships with regional intergovernmental organizations, such as CEPREDENAC, CDEMA, and CAPRADE, among others.

The DSD provided its support with organization of the Inter-American Workshop on Disaster Relief and Management in the Americas and prepared a publication that has served as the basis for discussions within the OAS Permanent Council and its Committee on Hemispheric Security (CSH).

In 2009, the Environmental Law, Policy and Governance Section helped build capacities in environmental management, against the backdrop of economic integration and trade liberalization in the region. As for regional trade agreements, member states received support in the areas of trade and environment, environmental governance, and institutional strengthening. In particular, the Section published the first evaluation report on monitoring progress on the environmental cooperation agenda for DR-CAFTA countries.

The DSD, together with the CARICOM Secretariat and with support from the World Bank, launched a project in Barbados on Emergency Legislation in the Caribbean and made headway in developing recommendations on how to improve legal and administrative procedures during and immediately after a natural disaster.

Through the Inter-American Biodiversity Information Network (IABIN), the Department continued to promote databases on species/specimens, invasive species, ecosystems, protected areas and pollinators. The Western Hemisphere Migratory Species Initiative (WHMSI) focuses on three regional partnerships for conservation management of migratory species. In coordination with eight countries, the DSD developed the Regional Strategy for the Conservation and Sustainable Use of High Andean Wetlands in order to advance the development of programs on the valuation of and compensation for environmental services. Finally, the project ReefFix worked with CARICOM countries on determining the economic value of coral reefs and marine ecosystems.

2.4.4 Department of Social Development and Employment

The Department of Social Development and Employment (DSDE) supports the member states' efforts to achieve development with equity by promoting policies and programs to reduce poverty, promote decent jobs and generate employment.

The mandates steering the DSDE's activities come from resolutions of the General Assembly, the Summits of the Americas and ministerial forums on social development and employment. Prominent here are all the General Assembly resolutions on the Social Charter, ministerial processes on social development and employment, workers' participation in OAS forums, migratory flows and trends, and the human rights of migrant workers and their families.

Among the DSDE's main achievements in supporting political-technical dialogue is the XVI Inter-American Conference of Ministers of Labor, held under the slogan "Facing the Crisis with Development, Decent Work, and Social Protection." Participating were 29 ministries of labor from the Hemisphere, representatives of labor and management, and multiple international organizations. For the first time, the IACML received economic and social development officials for an intersectoral dialogue on responses to the global economic crisis; it also contributed to the G-20 process and strengthened the role played by labor and management by designating COSATE and CEATAL as permanent consultative bodies of the IACML.

The first dialogue between labor representatives and the Foreign Ministers took place at the Fifth Summit of the Americas, and the second at the 39th regular session of the General Assembly.

The DSDE continued to provide technical support to the Joint CP/CEPCIDI Working Group to Prepare the Social Charter of the Americas and its Action Plan, a function it has been performing since the Group was established back in 2005. The Migration and Development Program (MiDE) was created to further execution of the mandates and activities resulting from the Inter-American Program for the Promotion and Protection of the Human Rights of Migrants, including migrant workers and their families, and the Work Plan of the Special Committee on Migration.

The DSDE is also conducting activities in partnership for integral development. Salient here are those carried out within the framework of the Inter-American Network for Labor Administration (RIAL), which the OAS created to build up the institutional capacities of the ministries of labor in the region. In 2009, the Network was further consolidated: three hemispheric workshops were held on migration, workplace inspection, and gender mainstreaming. It also conducted more than 20 technical assistance missions among ministries of labor, thanks to a specific bilateral cooperation fund. Over 500 staff members with the ministries of labor have received training of some sort.

The Inter-American Social Protection Network (RIPSO) was formally launched in response to mandates from ministerial meetings and the summits of the Americas. Participating in the event where the Network was launched were ministers and high authorities of social development, high-ranking representatives of international organizations, of civil society, and academics. Present for the inaugural session was the President of Chile, the Honorable Michelle Bachelet; the United States Secretary of State, Hillary R. Clinton; the Mayor of New York City, Michael Bloomberg; the President of the Inter-American Development Bank, Luis Alberto Moreno; OAS Assistant Secretary General Albert Ramdin, and OAS Secretary General José Miguel Insulza. The President of Colombia, Álvaro Uribe, also delivered an address in support of the Network.

The following countries joined the program of technical cooperation between Chile and the Caribbean to transfer what was learned from the Puente Program – Chile Solidario, launched in 2007: Barbados, Suriname, St. Kitts and Nevis, and Saint Vincent and the Grenadines. At the same time, the Program continued to work with Trinidad and Tobago, Jamaica, and Saint Lucia. During this period, technical meetings were held and field trips were made to visit Puente families and prepare national work programs.

In carrying out its activities, the DSDE has worked in coordination with various international organizations in order to bolster and complement the activities conducted. Special mention should be made of the work done jointly with the ILO, the IOM, the IDB, ECLAC, PAHO, SEGIB, UNHCR, the World Food Programme and the World Bank, which took active part in the activities of the RIAL, the Inter-American Social Protection Network and the Migration and Development Program.

2.5 SECRETARIAT FOR MULTIDIMENSIONAL SECURITY

The Secretariat for Multidimensional Security (SMS) is governed by Executive Order No. 08-01, Rev.3 and is composed of the Executive Office of the Secretary for Multidimensional Security, the Executive Secretariat of the Inter-American Drug Abuse Control Commission, at the department level; the Secretariat of the Inter-American Committee against Terrorism, at the department level; and the Department of Public Security.

2.5.1 Executive Office of the Secretary for Multidimensional Security

The Executive Office of the Secretary for Multidimensional Security conducted coordination activities related with the cooperation between and with the member states to tackle threats to national security and the citizenry. It actively coordinated with the various member states and agencies and institutions to further the measures being taken to implement the Declaration on Security in the Americas and provided its support to the governing bodies, within the framework of the Committee on Hemispheric Security. The Executive Office orchestrated the effort to raise external resources to support the efforts that the countries are making through programs and projects in institutional and human capacity building.

It coordinated the commemoration of the “Fifth Anniversary of the Declaration on Security in the Americas,” while urging the member states to devise their policies to comply with the Declaration.

It coordinated and served as the nexus for the three departments within the Secretariat for Multidimensional Security, while establishing mechanisms to enable those three departments (DPS, CICAD and CICTE) to cooperate with each other.

▪ Cooperation with permanent observer countries

The Executive Office continued to build cooperative relations on the subject of Multidimensional Security.

▪ Committee on Hemispheric Security

As Technical Secretariat of the Committee on Hemispheric Security, the Executive Office of the Secretary for Multidimensional Security planned and coordinated the Committee’s meetings and prepared reports and technical documents on the topics under consideration, to assist the Committee’s officers.

▪ Disarmament

- The Executive Office of the Secretary for Multidimensional Security continued its efforts to urge the member states to more fully contribute to openness and transparency by sharing information on the weapons systems covered under the United Nations Register of Conventional Arms. In 2009, the Dominican Republic became the thirteenth state to ratify the Inter-American Convention on Transparency in Conventional Weapons Acquisitions. Six member states sent their reports in 2009.
- The Executive Office established cooperative ties with the United Nations Office for Disarmament Affairs, to expedite and synchronize the reporting mechanism for states parties to the United Nations Register of Conventional Arms and to the OAS’ Inter-American Convention on Transparency in Convention Weapons Acquisitions.

- The Executive Office participated in the 14th Session of the Conference of States Parties to the Chemical Weapons Convention, held in The Hague.
- Inter-American Defense Board
 - The Executive Office held periodic meetings with the Inter-American Defense Board, by way of its Secretariat, and with the Inter-American Defense College, with a view to complying with the directives to integrate the Inter-American Defense Board and the Inter-American Defense College as entities of the General Secretariat.
 - The Executive Office participated in the meetings of the IADB's Council of Delegates.
- Coordination of and technical support to programs and projects
 - In consultation with the SMS' sections, the Executive Office prepared the proposed program-budget of the Regular Fund and projections on external resources for the year 2011. It coordinated the assessment of the relevance of the programs and projects that the Secretariat planned to carry out with specific funds, following the criteria established by the Project Evaluation Committee. Specifically, it coordinated the evaluation of the Secretariat projects financed by Canada, the United, and Spain. It also coordinated the preparations for the Meeting of Ministers of Public Security of the Americas (MISPA) and participated in the Multilateral Evaluation Mechanism process and the review of the Anti-drug Strategy in the Hemisphere.
- Strengthening International Cooperation
 - Emphasis was placed on mechanisms and opportunities through which to conduct activities aimed at strengthening international cooperation. The Executive Office maintained close cooperative ties with international, regional, and subregional organizations such as the Inter-American Development Bank (IDB), the United Nations and its Office on Drugs and Crime (UNODC), the United Nations Office on Disarmament Affairs (UNODA), the Pan American Health Organization (PAHO), UN-liREC, the Andean Community, the Inter-American Institute for Cooperation on Agriculture (IICA), the South American Financial Action Task Force (GAFISUD), the Permanent Central American Commission for the Eradication of the Illicit Production, Consumption and Use of Narcotic Drugs and Psychotropic Substances and Traffic Therein (CCP), the CARICOM Secretariat, the Caribbean Financial Action Task Force (CFATF), the Swedish Institute of International Affairs (SIPRI), the European Monitoring Centre for Drugs and Drug Addiction (EMCDDA) (French acronym, OEDT), INTERPOL, the Implementation Agency for Crime and Security (IMPACS), the Lions Club International (and National Lions Clubs), the World Cocoa Foundation, the National Institute on Drug Abuse (NIDA, USA), USAID, the Centre for Addiction and Mental Health (CAMH, Canada), the Royal Canadian Mounted Police, the International Association of Drug Treatment Courts, the *Asociación Psiquiátrica de America Latina* (APAL), Business Alliance for Secure Commerce (BASC) and its national offices, the European Commission, the governments of Spain, France, and Greece, and nongovernmental organizations and the private sector in the area of security.

2.5.2 Executive Secretariat of the Inter-American Drug Abuse Control Commission

At the request of OAS Secretary General José Miguel Insulza, the member states of the Inter-American Drug Abuse Control Commission (CICAD) undertook their review of the Anti-Drug Strategy in the Hemisphere, the policy platform that has, since 1996, represented the regional response of the member

states and the Executive Secretariat of CICAD to drug abuse and the problems that follow from it. The Commission requested that Brazil, working in close cooperation with the Chair of CICAD and its Executive Secretariat, coordinate the process of drafting a new strategy and plan of action. A high-level working group met in September and November in Sao Paulo and Miami, respectively, and produced a draft that will serve as the basis for the discussions slated for 2010, the year in which the process is expected to be completed.

- Multilateral Evaluation Mechanism (MEM)

The Executive Secretariat continues its efforts to enforce uniform criteria when determining how a country or the region as a whole has dealt with the drug problem. It has continued to suggest productive programs and policies and to acknowledge the progress made. In May, the Commission approved the 34 national reports on how the member states implemented a total of 453 recommendations from the fourth evaluation round (2005-2006), and forwarded the reports to the OAS General Assembly. The next evaluation round (2007-2009) began once the Intergovernmental Working Group on the Multilateral Evaluation Mechanism –having recognized that the Mechanism should be a dynamic tool that adjusts to the new trends at work in the region- analyzed and reformulated its procedures, the questionnaire of indicators and the plan for the new round.

- Demand reduction

The three-year program financed by the European Commission extended its reach by assembling over 40 cities in the European Union, Latin America and the Caribbean to enhance their response to drug addiction. This partnership has become a vehicle for sharing experiences in three areas: improving public policy on treatment and institutional cooperation; establishing treatment services, and developing alternatives to incarceration for petty drug offenders. The program will end in April 2010, with a summit in the city of Lugo, Spain.

- Supply Reduction and Control

Specialized training was provided to law enforcement, customs officials, prosecutors, judges and other professionals. A total of 29 seminars and workshops were organized in 13 countries, and attended by nearly one thousand participants. These events drew upon the experience of multiple regional and international sources.

- Money Laundering

The BIDAL project (Seized and Forfeited Asset Management in Latin America) drew upon the experience that Argentina, Chile and Uruguay have acquired to improve the public administration of assets confiscated from organized crime and put them to the best possible use. For its part, the Group of Experts on Money Laundering used the results of the project to complete its preparation of the Manual of Best Practices.

- Institutional Development

With the support of CARICOM and CICAD, the Executive Secretariat prepared and published a guide to formulating, implementing and evaluating national plans and programs. It draws upon the vast experience that national anti-drug committees have acquired and is titled, *How to Develop a National Drug Policy*.

- Inter-American Observatory on Drugs (OID)

The Observatory worked on identifying trends in drug use and drug trafficking, based on surveys done using standardized methods. It completed the document *Drug Use in the Americas: 2009*, a comparative analysis that takes a comprehensive look at drug use in the Americas in order to understand the phenomenon in a global context.

2.5.3 Secretariat of the Inter-American Committee Against Terrorism

The Inter-American Committee against Terrorism (CICTE) was created in 1999 (AG RES 1650 (XXIX-O/99)) for the purpose of promoting and developing cooperation among the member states to prevent, combat and eliminate terrorism. The Secretariat of CICTE was established in 2002. Its functions are set forth in the CICTE Statute (AG RES 2010 (XXXIV-O/04), in its Rules of Procedure and in Executive Order 08-01, Rev. 3. Its responsibilities are as follows: to provide technical and administrative support to the CICTE meetings; to provide technical assistance and training to the member states in response to their requests and to match their needs; and promote coordination and cooperation among the member states and with multilateral and international organizations.

CICTE's work areas are spelled out in its Work Plan (CICTE/doc.6/09 rev.1), approved by the Committee's member states. In 2009, 65 technical assistance events were carried out, providing training to 2,845 participants.

- Border controls

- Maritime Security: A total of 17 activities and programs were conducted, in which 1,542 officials were trained.
- Airport Security: 17 events were held, in which 251 officials participated.
- Documents Security: 4 technical assistance activities were conducted in which 126 officials were trained.

- Critical infrastructure protection

- With its Cyber Security program, the Secretariat was instrumental in creating the Network of Computer Security Incident Response Teams (CSIRTs). It staged 6 events in which 206 officials participated.
- Under the Tourism Security program, 6 workshops were held, and 270 participants were trained.

- Legislative assistance and combating terrorism financing

- In conjunction with the United Nations Office on Drugs and Crime (UNODC) and the Executive Secretariat of CICAD, the Secretariat of CICTE was instrumental in getting nine member states to ratify international legal instruments against terrorism, and in securing passage of two new domestic laws on combating terrorism and terrorism financing. A total of 12 activities were organized and 279 officials were trained.

- Strengthening strategies on emerging terrorist threats

- Three activities were conducted in connection with counter terrorism simulation exercises. A total of 103 officials were assembled to evaluate response capabilities and crisis management

capabilities in the face of a simulated bioterrorist attack. A cooperation program with the Government of Israel has been undertaken for training in crisis management.

- Associations with other multilateral and international organizations
 - The Secretariat of CICTE has enhanced its interaction and cooperation with the UN Security Council's Counter-Terrorism Committee (CTC), the Counter-Terrorism Implementation Task Force (CTITF), the UNODC, UNICRI, IMO, the ICAO, the World Customs Organization, and regional bodies like the Council of Europe, the Organization of Eastern Caribbean States and APEC. The partnership or alliance with more than 40 international, regional and subregional organizations provides an excellent framework for promoting the OAS in the area of international cooperation, which will redound to the benefit of the member states
 - With Peru as Chair and Mexico as Vice Chair, CICTE held its Ninth Regular Session in Washington, D.C., March 6 through 9, 2009.

2.5.4 Department of Public Security

The Department conducted advisory, technical cooperation and training activities through its "Public Security Policies Section," "Section against Transnational Organized Crime" and "Office of Humanitarian Mine Action."

- Public Security Policies
 - The Second Meeting of Ministers of Public Security of the Americas (MISPA II) was held in the Dominican Republic in November 2009. Attending were 180 participants from 29 member states, permanent observers, and other institutions. The meeting adopted the Consensus of Santo Domingo on Public Security, reiterating the Commitment to Public Security in the Americas adopted at MISPA I.
 - Through the Public Security Policies Section, the Department conducted a Feasibility Study to strengthen the preparation of law enforcement officials and civilians involved in public security management. It conducted courses on Police Accountability and Modernization, one in conjunction with Chile's Investigative Police Force (PDI) and another with Mexico's Secretariat of Public Security.
 - The Department developed the Inter-American Observatory on Security (IOS) to compile, analyze, and circulate information on security. It established strategic alliances with the IDB, the CISALVA Institute (Universidad del Valle, Colombia), and with the UNODC.
 - Through the Inter-American Coalition to Prevent Violence (IACPV), it established links with the IDB, the World Bank, PAHO, USAID, the CDC, and UN Habitat.

▪ Section against Transnational Organized Crime

Through this section, the Department held the following:

- The Second Meeting of the Technical Group against Transnational Organized Crime on October 7, 2009, to review the level of the member states' compliance with the Palermo Convention and its Protocols and to consider and approve the elements of a work program.
- The Second Meeting of National Authorities in Trafficking in Persons, held in Argentina from March 25 to 27, with conclusions and recommendations geared to prevention, prosecution, protection and international cooperation.
- The Tenth Meeting of the Consultative Committee of CIFTA, in Washington, D.C. on April 24, 2009, to discuss the draft Model Legislation on the Confiscation and Forfeiture of Firearms, Ammunition, Explosives, and Other Related Materials. The Dominican Republic became the thirtieth member state to ratify the Convention.
- The First Meeting of Forensic Specialists of the Americas, on September 24 and 25, 2009, to promote the exchange of information, international cooperation and advances in this area.

It provided training to 400 officials involved in preventing crime, prosecuting criminals and protecting victims of human trafficking. The training materials were added to the curriculums of nine foreign service academies; it was also added as supporting materials at eight United Nations Peacekeepers Training Centers.

Through the Mérida Initiative, the Department launched the project on “Managing and Destroying Arsenals in Central America: to provide training and legislative support, modernize the facilities in which national arsenals are stored, and destroy obsolete munitions in Guatemala and Nicaragua.

▪ Comprehensive Action against Antipersonnel Mines (AICMA)

- Here, the Department conducted activities pursuant to resolution AG/RES. 2453 (XXXIX-O/09) “The Americas as an Antipersonnel-Land-Mine-Free Zone” and the Declaration on Security in the Americas.
- Some 99% (176,900 mines) of Nicaragua’s National Antipersonnel Land Mine Removal Plan has been completed. Eighteen mined areas have been cleared, as have 29 of the 34 minefields in Colombian military installations. Another eight minefields on the border between Ecuador and Peru have also been cleared.
- Through this program, the Department conducted campaigns to educate the public about the dangers that mines and explosive devices pose in schools and communities. These public awareness campaigns reached 43,806 people in Colombia, Ecuador, Nicaragua, and Peru.
- Some 408 landmine survivors in Colombia, Ecuador, Nicaragua, and Peru were assisted with physical and psychological rehabilitation services and 101 survivors were mainstreamed back into the social and economic lives of their communities.

- The Department coordinated with the United Nations Mine Action Service, the International Committee of the Red Cross, the Geneva International Center for Humanitarian Demining, the Golden West Humanitarian Foundation, Colombia's Centro Integral de Rehabilitación, Nicaragua's Instituto Nacional Tecnológico, the International Campaign to Ban Landmines (ICBL), the Rotary Club of Colombia and Avianca Airlines. It also worked with the Inter-American Defense Board for international monitoring and certification of the operations.

2.6 SECRETARIAT FOR ADMINISTRATION AND FINANCE (SAF)

The SAF was established by Executive Order 08/01 Rev. 3 (October 1, 2009). It is composed of the following: the Department of Human Resources; the Department of Financial and Administrative Management Services; the Department of Information and Technology Services; the Department of Planning and Evaluation; the Office of Procurement Services; and the Office of General Services. Its mission is to offer leadership and guidance in the administrative support activities, including budgetary and financial management, the General Secretariat's information technology services, planning, evaluation, and operational follow-up of programs, management of general services (including the buildings and security services), procurement of goods and contracting of services, and personnel management and training, in keeping with established principles of professional management.

▪ Office of the Secretary

During this reporting period, the Office of the Secretary continued to provide its support to the Organization's governing bodies, primarily the Committee on Administrative and Budgetary Affairs (CAAP), and was the main nexus between the CAAP and the General Secretariat.

The Office of the Secretary also coordinated with the various areas of the General Secretariat to assist their programs from the administrative and financial angle, and took the lead on a series of reforms aimed at modernizing the General Secretariat and making it more transparent.

The progress made on a number of these fronts is periodically reported to the member states and to the Executive Office through the "OAS Quarterly Resource Management Report." This report is about the SAF's activities, illustrating how the activities have performed. It is prepared to be responsive to the recommendations made by the OAS' Board of External Auditors.

2.6.1 Department of Financial and Administrative Management Services (DFAMS)

In 2009, the DFAMS continued to pursue its short- and long-term goals, which include the following: 1) improving the transparency and utility of financial reporting; 2) fostering coordination among departments to provide internal and external clients with the most efficient service possible, and 3) expanding the Financial Portal as a vehicle for circulating important reports.

The following are the steps taken toward those goals:

▪ DFAMS-CEP coordination for budgetary review of programs and projects

The DFAMS checks projects that are to be presented to the Project Evaluation Committee (CEP) and, if necessary, introduces changes before the projects go to the Project Evaluation Committee (CEP). This is a means for the technical areas to familiarize themselves with the financial and budgetary regulations in force within the Organization. By extension, this also makes for the kind of financial reporting that donors can rely on and that is based on the approved rules and regulations in place.

- **Accounting risk management**

A review was done of the accounting procedures followed in the case of the larger accounts. The purpose of the review was to identify the risks associated with those procedures and the effect they have on accounting statements. The risks were classified and analyzed. At the same time, the internal controls in place to mitigate the detected risks were identified. After the analysis was completed, control-related weaknesses were identified and are being monitored. This review process will serve as the basis for putting together more efficient procedures that strike the right balance between control and risk.

- **Financial Portal**

The Financial Portal of the DFAMS, launched on a preliminary basis in 2007, has become an important vehicle for getting information to diverse users on the financial activities, services, and reports the Department issues. In 2009, all the member states acquired access to the Portal, enabling them to constantly monitor the Organization's financial situation and make the necessary decisions with up-to-date information and with no administrative delays.

- **International Public Sector Accounting Standards (IPSAS)**

Pursuant to resolution AG/RES. 1 (XXXVIII-E/09), the SAF filed a preliminary report with the CAAP on the IPSAS and their impact on the Organization. Further progress with their implementation is expected in 2010.

- **GS/OAS budgetary performance**

Regular Fund

- At its thirty-eighth special session, held on September 30, 2009, the General Assembly approved the program-budget for the January-December 2010 fiscal period, for an overall level of USD 90.125 million. This made it possible to include within the approved budget an allowance for any resolutions from the Fifth Summit of the Americas that might have budgetary implications and included statutory adjustments to the salaries of the staff of the General Secretariat.
- That budget included a nominal reduction in the assessed quotas totaling USD79,385 (the equivalent of 1% of total contributions). The General Assembly approved this reduction only for fiscal period 2010 and in response to the economic difficulties that member states are experiencing.
- Resolution AG/RES. 1 (XXXVIII-E/09) authorized the General Secretariat to use USD6.7 million from the Reserve Subfund to supplement the funding of the 2010 program budget. This withdrawal is expected to reduce the balance in the Reserve Subfund to USD0.3 million by the end of fiscal period 2010.

- By the end of the January-December 2009 fiscal period, the General Secretariat had executed USD90.1 million, which was 99.94% of the approved budget.

Specific Funds

- Contributions to the Specific Funds rose to a net total of USD70.1 million in 2009. This is a 2.9% increase over 2008.
- In 2009, the three major contributors continued to be Canada at USD22.1 million, the United States at USD13.9 million, and Spain at USD11.4 million. Of the USD 70.1 million in contributions in 2009, 62.3% came from member states, 28% from permanent observers, and 9.7% from other donors.
- The member states' contributions were up 19% from the amount contributed in 2008. That increase was mainly due to the contributions received from Canada, the United States, Costa Rica, and Brazil. By contrast, the contributions from the permanent observers were down 19.3%, mainly due to a decrease in the contributions received from Sweden, the European Union, and Italy. There was also a slight drop of 4% in the contributions received from other donors. This change was in part due to the fact that the World Bank's contribution dropped by almost half, whereas the contributions from the United Nations were almost triple what they were in 2008.
- Expenditures in 2009 totaled USD 63.3 million, an increase of 8.3% over 2008. Some 21.9% (USD13.9 million) of that amount is travel-related, while 16.3% (USD10.3 million) is personnel-related. Spending on travel was up 13.9% over 2008, while personnel expenditures were up 5.1%.
- More than 70% of all expenditures were associated with projects administered by the Secretariat for Political Affairs, the Secretariat for Multidimensional Security, and the Executive Secretariat for Integral Development.

2.6.2 Department of Human Resources (DHR)

In 2009, measures were taken to make Human Resources perform more efficiently by means of:

▪ Staff Development

The pilot phase of the new Performance Evaluation System (PES) (September 2009 – December 2010) was implemented and a computerized system and training program were developed. A total of 465 staff members of the GS/OAS (77%) received training. The National Offices received distance training in the first phase of the PES, which is “Define Individual Objectives.” By February 22, 2010, 82% (572) of eligible staff members already had objectives loaded into the system.

A training strategy was put into practice to build leadership and supervision skills and to help meet the GS/OAS' goals, including 9 training programs that trained 176 staff members.

In coordination with the Department of International Affairs, the Internship Program signed an agreement with the Ambassador of the Republic of Korea, the first such agreement signed with a permanent observer country. The program is known internationally for the steadily improving caliber of the interns it attracts. In 2009, 670 applications were received. The 211 interns selected contributed the equivalent of approximately 50 years/person of work, at little cost to the GS/OAS.

A communication from the DHR launched the “PES” computer sites to reinforce training and provide a “Wellness Center” to promote good health. In September, the Staff Awards Ceremony was held, with 370 staff members in attendance. A total of 74 staff members were recognized for years of service, 42 for outstanding performance and 15 for retirement. In cooperation with the Department of Cultural Affairs, a video was produced to feature the GS/OAS’ achievements.

Reports were prepared on the workforce, geographic/gender distribution, requests from member countries and other factors to make personnel management more transparent. The FAO method was approved for determining geographic representation within the GS/OAS.

- **Insurance/Health Unit**

Programs were conducted to promote good health, attended by some 810 participants. These included the “Health Fair”, attended by 290 participants, and “Ergonomic Evaluations,” attended by 136 staff members.

- **Benefits**

In collaboration with the DOITS, the Department prepared a computerized program on per diem, which automatically computes rates and reduces a 4.5 hour process to 10 minutes. Efforts are also underway to begin producing reports in ORACLE, which will keep better track of benefits, visas, and renewals.

- **Operations**

The DHR trained 12 of its staff in the RH-OASES module for standardized management of personnel information. It put together 32 handbooks of its routine procedures. The Department also conducted the Continuing Contract Competition and, in partnership with DOITS, developed an application that is 100% electronic. Out of 80 eligible candidates, 34 applications were received and 21 contracts were awarded.

- **Re-engineering**

The DHR identified and made progress with four re-engineering projects: 1) contracting mechanisms; 2) classification of posts; 3) performance evaluation, and 4) resolving labor claims. To that end, the DHR and the Department of Legal Services prepared a proposal for amendment of the General Standards and the Staff Rules. That proposal was shared with the Staff Committee.

2.6.3 Department of Information and Technology Services (DOITS)

The purpose of the DOITS, which is to maximize the use, reliability, and performance of the GS/OAS data processing and communications infrastructure, has been achieved by consolidating the existing servers, adding new data storage equipment, strengthening the backup technology, standardizing the topology of the cable systems and connectivity devices, and centralizing management/control of the system with new, next-generation tools.

The availability of secure internet services has been assured by installing a second connection, through a provider other than the existing provider, thereby achieving connectivity redundancy. The technology in the GSB Building has been modernized and new equipment has been added in the Administrative Building. Five new multimedia meeting rooms—two equipped for videoconferencing—were installed and total broadband width (internet access) increased.

To counter the steady increase in cyber attacks that the Organization has experienced, the system was changed from being reactive (“what happened”) to proactive (“don’t let that happen”) in order to protect the integrity of the existing data. The system’s security has been bolstered by using technologies similar to those used in financial institutions. A system was also introduced to strengthen the passwords that users employ to get access to the existing applications.

Given the increasing demands that new software applications are making on the system and the need to make better and more efficient use of them, DOITS developed a quality assurance program with a view to introducing best practices.

DOITS consolidated the standardization and regulation of its data structures. All the applications undergo a physical and conceptual modeling process and are documented using established internal standards.

In order to provide the GS/OAS with interactive tools for dynamic generation of reports and thus lend value added to the data stored in its databases, DOITS is developing a plan to introduce next-generation tools, which will be up and running in 2010.

DOITS developed a combination of applications to help various areas of the GS/OAS discharge their mandates. The following are among the principal developments: a Mandates Performance Module; an Electoral Observation Management System; Reformulation of the Performance Evaluation System; and a system for managing continuing contracts. For the IACHR, DOITS has continued to develop the system for managing individual cases and the module enabling petitioners to make inquiries via the Web, which will be ready in 2010. Finally, DOITS has further consolidated the Security Communications system that is part of the Hemispheric Information Exchange Network for Mutual Assistance in Criminal Matters, adding more tools and expanding the services to other areas like CICTE and CITEL.

2.6.4 Department of Planning and Evaluation

The Department of Planning, Control and Evaluation was created by Executive Order No. 05-15 and incorporated into the new organizational structure created by Executive Order No. 05-13, for

the purpose of coordinating the planning, control, and evaluation processes of the General Secretariat and of its secretariats, departments, and offices; to develop and administer such instruments as the General Secretariat may require for coordinated management of those processes; and to manage budget programming and oversight in coordination with the SAF.

In December 2008, the Department, which was then called the Department of Planning and Follow-up, was added to the SAF. It was in October 2009 that its title was changed to Department of Planning and Evaluation, and the functions of budget preparation and oversight and administration of organizational structures were added. It currently has two sections: (a) the Project Management Support Section, and (b) the Mandates Planning, Budgeting, and Monitoring Support Section.

Acting on repeated mandates from the General Assembly on the issue of performance evaluation and monitoring, the Department is providing support to put into place suitable planning, control and evaluation systems that enable member states to monitor programming and budgetary oversight. It is also helping to develop a project and program evaluation framework that is responsive to the mandates established by the governing bodies and that exploits the Organization's comparative advantages. The Board of External Auditors and other institutions associated with the inter-American system have made similar recommendations.

The Department's main activities have been as follows: a) serving as technical secretariat of the Project Evaluation Committee; b) providing assistance to all areas of the GS on project formulation and follow-up; c) developing instruments for monitoring and evaluating projects; d) providing assistance with preparation of the program-budget 2010; e) helping with the follow-up of 2009 results; f) getting project and program evaluation underway, and g) beginning to develop a mandates performance system.

The Department manages the Spanish Fund for the OAS, to which end it maintains ongoing relations with various offices of the Ministry of Foreign Affairs and Cooperation of Spain, through the latter's Permanent Mission to the OAS.

Approximately 10 weekly meetings (500 annually) were held with professionals and technicians from the various areas of the GS for assistance with formulation and monitoring of projects. Four training workshops in project management were held for staff of the GS.

Principal accomplishments:

1. Strengthening the GS' accountability by developing a Mandates Performance Module.
2. Gradual improvement in the quality of the projects developed by the areas of the GS.
3. Launch of the Universal Civil Identity Program in the Americas (PUICA) and of the inter-American human rights system's projects in institution-building.

2.6.5 Office of Procurement Services (OPS)

▪ Fixed Assets Area

- Early in 2009, all the past data on fixed assets was migrated from the system used for over 15 years to the new Oracle module system (OASES or OAS Enterprise System). For purposes of that change, multiple verification reports were done and the data in both systems compared.
- A record was made of new assets, obsolete assets were dropped, and records were updated to reflect any movement of assets—both at headquarters and in the field. For the first time, the Fixed Assets module in OASES was used 100%.
- Summary of the most important activities:

New assets received and recorded in the new fixed assets module in OASES	1,594
Cost of new assets recorded	US\$2, 022,620.22
Number of fields created to record new assets	> 15,000
Number of fields updated as a result of physical inventories and moves	> 5,000
Miscellaneous deliveries (boxes, packages, envelopes)	6,229
Partial physical inventory of property at headquarters	2,571

- It is important to note that as a result of the restructuring of the General Secretariat, the fixed assets area and inventory control area were absorbed by the Department of Financial and Administrative Management Services and by the Office of General Services. The transition of those units is slated for early 2010.

▪ Procurements Area

Oracle Enterprise System (OASES)

- Transactions were approved to acquire goods or services in excess of \$100 million, as shown in the following table:

	Requisitions	Purchase Orders
2007	37,566	39,250
2008	37,600	41,519
2009	39,726	43,328

- More than 2,762 requests from the client service system were answered.
- In coordination with DHR, the OPS certified more than 80 users on the OASES system.

Contracts, Insurance and Bid Solicitations

- A total of 18 formal bid solicitations were conducted and another five for other agencies. The total amount of the contracts awarded was over \$2,175,647. Two contracts valued at approximately \$1,000,000 have not yet been awarded.
- Guidelines were prepared internally to steer the units and departments of the GS/OAS through the process of preparing and drawing up the terms of reference (technical specifications) of the property, services, and consulting services for which bids are being solicited, and to decide the mechanism that will be used to evaluate the bids.

Assistance to Electoral Observation Missions

- Staff of this office were sent on preliminary visits and continued to assist, from headquarters, the Secretariat for Political Affairs with procurements made by the electoral observation missions in a number of member states

▪ **Travel**

- The purchase of 6,331 fares was arranged through Omega World Travel (OWT) for a total of approximately \$4million. The area also helped process approximately 800 visas in connection with those trips.
- Thanks to the OWT's reporting, the Office of Procurement Services was able to negotiate deals with the major airlines for enhanced benefits, rate discounts, and better mileage point systems for the Secretariat. Estimates are that the savings accrued as a result of these deals is in excess of one hundred thousand dollars.
- In 2009, a practice was introduced whereby the OWT reports are used to constantly monitor travel-related transactions and the OWT reports are routinely matched against the reports from the central financial institution (American Express). This has made the following possible: constant tracking of transactions, tighter control and on-time payment of expenses associated with travel arranged through OWT.
- The Office of Procurement Services introduced another improvement in 2009, by way of the travel section. It used funds to recoup fares that had previously been canceled and were then not used owing to restrictions imposed by the airlines. The savings here is estimated at over USD50,000. More than 282,000 mileage points were accumulated with American Airlines and then used for repatriation travel, saving the OAS over USD88,000.

2.6.6 Office of General Services (OGS)

Under Executive Order No. 08-01 Rev. 3, dated October 1, 2009, the Office of General Services (SAF/OGS) under the Secretary for Administration and Finance serves as the advisory office to the General Secretariat and the governing bodies on all administrative matters pertaining to the plans, policies, procedures, and rules for buildings management and maintenance. It is also

responsible for providing such general services as security, leasing of office space, messenger and transportation services, documents duplication equipment, parking and inventory.

- **Buildings Management and Maintenance Section**

The SAF/OGS invested \$6.946 million in buildings maintenance, which mainly covers the payment of the mortgage on the GSB, routine maintenance, public utilities (electric power, water, steam for heating), improvements made to the buildings, night-time janitorial services, maintenance of grounds and outside areas, services contracted for maintenance and repairs, the purchase of products, materials, and supplies in general.

- **Efficiencies Realized**

The General Secretariat is making considerable effort not to increase operating costs. It spends approximately \$10.44 per square foot, 9% less than the national average of \$11.49 per square foot. This expenditure includes the maintenance contracts, public utilities (electric power, water and steam for heating), grounds maintenance, night-time janitorial services, and administrative costs.

- **Urgent Repairs**

On August 20, 2009, the Committee on Juridical and Political Affairs (CAAP) authorized the use of \$1,209,000 from the Working Capital Subfund (CP/RES. 831) to begin immediate repairs to the infrastructure of the Main Building (MNB) and the General Secretariat building (GSB).

- **Lease of Office and Storage Space**

The SAF/OGS took in \$1.812 million from the lease of 50,467 square feet of office space, commercial space, and storage space in the GSB. The current tenants are the Inter-American Institute for Cooperation on Agriculture (IICA), the Pan American Health Organization (PAHO), the Pan American Development Foundation (PADF), the Gateway Development Foundation, the OAS Staff Federal Credit Union, and the National Association of Coffee Growers of Colombia (the Juan Valdez café).

- **Security Section**

The SAF/OGS invested \$909,000 in security, which is included in the total of \$6.946 million used on buildings maintenance. This figure includes the annual contract to hire guard services, and the purchase and maintenance of the equipment to improve surveillance of the buildings.

- **Modernization and Maintenance of Photocopying Equipment**

The SAF/OGS continued the policy of modernizing and replacing this equipment, and invested \$124,000 for that purpose. This policy provides the General Secretariat with the latest technology, so as to maximize productivity and minimize the repair time and operating costs.

The costs of the services for photocopying totaled \$182,000, which includes maintenance, paper, and other supplies.

- **Messenger, Mail, and Transportation Section**

The Messenger, Mail, and Transportation Section sent out 87,000 packages at an approximate cost of \$186,000; more than 300,000 pieces of mail were distributed internally. The SAF/OGS invested over \$56,000 in maintaining the fleet of vehicles, which includes repairs, gasoline, washing, and leasing of vehicles.

- **Parking**

The SAF/OGS continued to manage the parking areas, which the users themselves pay for and which involve no direct cost to the General Secretariat.

Revenues were in excess of \$678,000, representing the amounts deducted each month from the users' paychecks, plus interest. The expenditures totaled approximately \$776,000, leaving a deficit of \$98,000 for this reporting period. The principal expenditures were the cost of the administrative and services personnel, the leasing of additional spaces in a private parking facility, the study done of the topography and runoff at the Main Building's parking lot, the purchase of Smarttrips and Metrochecks, and improvements in general.

2.7 SECRETARIAT FOR LEGAL AFFAIRS

The Secretariat for Legal Affairs (SLA) provides legal advisory services to the General Assembly, the Meeting of Consultation of Ministers of Foreign Affairs, the Permanent Council, the Meeting of Ministers of Justice of the Americas, the General Secretariat, and other organs, agencies, and entities of the OAS. The Secretariat for Legal Affairs provides advisory services concerning international law and development and codification of inter-American law, supports the follow-up mechanisms for certain inter-American conventions, serves as a depository and source of information for inter-American treaties and the agreements of the OAS and its organs; disseminates information on the legal instruments of the OAS and its legal programs; and provides other services related to inter-American legal cooperation. The Secretariat for Legal Affairs is comprised of the Executive Office of the Secretary for Legal Affairs and the following dependencies: the [Department of International Law](#); the [Department of Legal Cooperation \(Technical Secretariat for Legal Cooperation Mechanisms\)](#); and the [Department of Special Legal Programs](#). Through October 2009, the Secretariat also included the Office of the Director General of the Inter-American Children's Institute (with the rank of Department).

2.7.1 Executive Office of the Secretary for Legal Affairs

The Executive Office of the Secretary of Legal Affairs directs, plans, and coordinates the programs, activities, and actions in the area. Specifically, in exercise of its role of supporting the organs and forums responsible for development of inter-American law, it helped advise the General Assembly at its sessions, the meetings of the Permanent Council, the sessions of the Inter-American Juridical Committee and the Directing Council of the Inter-American Children's Institute, the Course on International Law and the Workshops, as well as the Meeting of Central Authorities and Other Experts on Mutual Assistance in Criminal Matters and Extradition, within the framework of the Meetings of Ministers of Justice of the Americas.

In 2009, the Secretary for Legal Affairs spoke about the Organization's legal work at various international meetings and seminars. Throughout the sessions of the Inter-American Juridical Committee, the Secretary made presentations at the *Universidad del Rosario* and the *Pontificia Universidad Javeriana* of Bogotá and, during the second regular session in Rio de Janeiro, he lectured at the Thirty-third Course on International Law. The Secretary also gave lectures at the Uruguayan Ministry of Foreign Affairs, the *Université Laval* of Canada, the *Universidade Santa Ursula* of Brazil, and at a meeting on the inter-American system held at the *Maison de l'Amérique Latine* in Paris.

On behalf of the Secretary General, the Secretary for Legal Affairs attended the Twentieth Pan American Child Congress in Lima, Peru, as well as the First Meeting of Directors of Disability Institutions and Public Disability Policy Makers, held in Panama.

Moreover, in support of activities aimed at strengthening access to justice, the Secretary visited judicial authorities and facilitators in Panama and Paraguay.

▪ **Judicial Facilitators Program**

The Executive Office of the Secretary for Legal Affairs directly supervises the Inter-American Program on Judicial Facilitators to Strengthen Democracy in the Americas. This program is being conducted in three countries: Nicaragua, Paraguay, and Panama, and negotiations to extend it to even more countries are presently under way.

In Nicaragua, the Program to Support Consolidation of the National System of Judicial Facilitators (SNFJ) was fully implemented in 73 Nicaraguan municipalities, and work has begun to expand the program in urban areas of Nicaragua. Over the course of the year, 1,978 facilitators, 39% of whom were women, were trained in 143 of the country's 153 municipalities, and provided services to the communities they serve in 20,586 cases. As a result of their efforts, citizen security has increased, the incidence of disputes has fallen, access to justice has improved, domestic violence has decreased, and the efficiency of the Judicial Branch has been enhanced through better relations with the population. During the year an international seminar on gender and access to justice was held in partnership with the Central American Court of Justice, which brought together some 300 women judicial facilitators and 80 female judges of Nicaragua, Panama, and Paraguay, in addition to more than 100 magistrates from Nicaraguan courts, as well as supreme court judges of the three countries, well-known personalities, members of the diplomatic corps accredited in Nicaragua, and academics from Central America and the Netherlands. In coordination with the Judicial Branch of Government and in partnership with the Central American Court of Justice and the *Universidad Nacional Autónoma de Nicaragua*, the second degree program entitled "Promotion of the National Judicial Facilitators Service" was instituted, graduating 170 administrators of justice. In addition, a forum was held in Nicaragua, in which local judges and facilitators shared experiences with their counterparts from Paraguay and Panama.

Over the course of the year, the Judicial Facilitators Program was expanded in Paraguay, graduating 180 facilitators, 36% of whom were women. The service was present in 20% of the country's municipalities, serving six judicial districts in seven of the country's 17 departments (Concepción, Alto Paraguay, Guaira, Cazaapá, Misiones, Paraguarí, and Ñeembucú). During the year, facilitators provided services to 1,290 residents. Facilitators participated in several general forums held in the aforementioned departments. Moreover, the President of the Republic held a meeting with the Secretary for Legal Affairs, SNFJ officials, a delegation of Paraguay's Judicial Branch, and facilitators, in which the Program's importance was emphasized. In Paraguay, a forum was held with a large delegation of Paraguayan officials and court magistrates to share experiences with their counterparts from Panama and Nicaragua.

In Panama, the Program was launched in the provinces of Herrera and Veraguas, where 147 judicial facilitators were appointed, 33% of whom were women. The facilitators were indoctrinated and trained; 54 graduated as "Community Mediators," the first of their kind in Panama, pursuant to Law No. 777. The Program achieved notable presence and coverage, and its contributions were singled out for recognition by the country's new President and its Legislative Assembly.

2.7.2 Department of International Law (DIL)

In 2009, the Department of International Law provided services in international law to the organs of the Organization, preparing draft resolutions and organizing special forums and meetings of experts on such issues as indigenous peoples, racism and discrimination, the International Criminal Court, international humanitarian law, refugees, access to public information, the Seventh Inter-American Specialized Conference on Private International Law (CIDIP-VII), sexual orientation and gender identity, the Protocol of San Salvador, internal population displacements, and the Inter-American Program for the Development of International Law.

As Secretariat of the Inter-American Juridical Committee (CJI), the DIL provided administrative and technical support during the Committee's two regular sessions. It prepared annotated agendas, helped prepare draft resolutions, edited the reports presented by the members of the CJI, prepared summary minutes, and took charge of preparation of its Annual Report. During the period the CJI was in recess, the DIL assisted the rapporteurs and carried out the mandates contained in the CJI's resolutions.

In furtherance of the Inter-American Program for Development of International Law, the DIL helped organize the following events:

- Thirty-sixth Course on International Law, held from August 3 to 21, 2009, in Rio de Janeiro;
- Tenth Workshop on International Law, held from February 2 to 5, 2010, in San José, Costa Rica;
- First Course on International Refugee Law, held on February 19, 2009, at OAS headquarters in Washington, D.C.;
- Second Course on International Refugee Law, held on February 11, 2010, at OAS headquarters in Washington, D.C.;
- Third Course on International Humanitarian Law, held on December 4, 2008, at OAS headquarters in Washington, D.C.; and
- Fourth Course on International Humanitarian Law, held on January 28, 2010, at OAS headquarters in Washington, D.C.

With regard to publications, the DIL edited, published, and distributed the following:

- **Introductory Course on International Humanitarian Law** – translation of an existing Spanish-language publication for the Introductory Course on International Humanitarian Law, held in January 2007; and
- **Thirty-fifth Course on International Law**, held in Rio de Janeiro in August 2008.

In the past year, the DIL continued to update the content, design, administration, and control of its own Web page and that of the Inter-American Juridical Committee. Its online bookstore now features a catalog of 27 publications.

The DIL also serves as depository of the inter-American multilateral treaties and bilateral agreements concluded by the organs of the OAS. In 2009, the DIL participated in 18 ceremonies held to deposit instruments of ratification and accession, 10 notifications of states of emergency, three notification processes in compliance with the Inter-American Convention against Corruption, and received a total of four designations of central authorities. Certifications were prepared, and up-to-date and complete information was supplied on those treaties. As for bilateral agreements, a total of 150 cooperation agreements were recorded, on a variety of issues. Their full texts are being prepared to be published in PDF format. The DIL's Web page supplies current information on the subject of inter-American treaties and bilateral cooperation agreements.

DIL attorneys participated in various forums held in this Hemisphere and in Europe, to report on the activities being carried out within the OAS.

2.7.3 Department of Legal Cooperation (DLC)

▪ Meetings of Ministers of Justice or Other Ministers or Attorneys General of the Americas (REMJA)

Advisory and technical secretariat services were provided for the following meetings:

- *Fourth Meeting of the Working Group on Mutual Assistance in Criminal Matters and Extradition*, held in San Salvador, El Salvador, from March 31 to April 2, 2009 (<http://www.oas.org/juridico/mla/en/index.html>);
- Training workshops subsequent to the Fifth Meeting of the Group of Experts on Cyber Crime, held in Santiago, Chile, from July 21 to 23, 2009; in Panama City, Panama, from August 25 to 27, 2009; and in Asunción, Paraguay, from October 13 to 15, 2009 (http://www.oas.org/juridico/english/cyber_tech_wrkshp.htm).

As a result of the Fourth Meeting of the Working Group on Mutual Assistance in Criminal Matters and Extradition, a number of recommendations and actions were adopted concerning the issues discussed, and will be submitted for consideration at REMJA-VIII. These recommendations are available at the following Web page: (http://www.oas.org/juridico/MLA/en/recommenIV_en.pdf).

In compliance with the recommendations of the Fifth Meeting of the Group of Experts on Cyber Crime of the Meetings of Ministers of Justice or Other Ministers or Attorneys General of the Americas (REMJA), three regional technical workshops were held in 2009. The first, held in Santiago, Chile, was sponsored by the Government of the United States, in collaboration with the Government of Chile, and featured delegations from Costa Rica, Ecuador, Guatemala, Mexico, Paraguay, Peru, and Uruguay. The second workshop was held in Panama City, Panama, and included the participation of delegations from Belize, Costa Rica, Dominican Republic, El Salvador, Guatemala, Mexico, Nicaragua, and Panama. The third was held in Asunción,

Paraguay, and included delegations from Argentina, Bolivia, Brazil, Colombia, Ecuador, Paraguay, Peru, Uruguay, and Venezuela. The two latter workshops were also sponsored by the Government of the United States, in collaboration with the Governments of Panama and Paraguay, respectively. Information on the work carried out in these workshops is available at the following Web pages:

(http://www.oas.org/juridico/english/agenda_chile_works_sp.pdf)

(http://www.oas.org/juridico/english/cyb_agenda_pan_en.pdf)

(http://www.oas.org/juridico/english/cyber_pry_wrkshp.htm)

(http://www.oas.org/juridico/english/cyber_tech_wrkshp.htm).

▪ **Cooperation within the framework of the Inter-American Convention against Corruption and its follow-up mechanism (MESICIC)**

The Department of Legal Cooperation continued to serve as Technical Secretariat of the Follow-up Mechanism for the Implementation of the Inter-American Convention against Corruption (MESICIC). The Committee of Experts, created as one of the Mechanism's organs, successfully held its Fifteenth Regular Meeting at OAS headquarters, September 14 to 18, 2009. At this meeting, six reports were adopted corresponding to the first group of countries examined during the Third Round of Analysis (Argentina, Bolivia, Costa Rica, Paraguay, Peru, and Uruguay).

The Department of Legal Cooperation continued its assistance to the program for development of national plans of action to implement the recommendations of the MESICIC Committee of Experts in the Mechanism's member states, thanks to financial support received from the Governments of the United States, Canada, and Spain. Within this framework, a workshop was held in San Salvador, El Salvador, December 2 to 3, 2009, to consider and develop the national plan of action. Moreover, several related projects are currently in various stages of development with Belize, Bolivia, Costa Rica, Dominican Republic, Guatemala, Jamaica, Suriname, and Trinidad and Tobago.

The DLC continues to work in close cooperation with other international institutions, including the United Nations, the Inter-American Development Bank (IDB), the Council of Europe, and the Organisation for Economic Co-operation and Development (OECD), as well as subregional bodies.

2.7.4 Department of Special Legal Programs

The Department of Special Legal Programs began operating in March 2009, pursuant to the matters entrusted in Executive Order 08-01 Rev. 3.

Over the course of the year, the Department has provided advisory services to the Secretary General, the Assistant Secretary General, the Permanent Council, the Inter-American Council for Integral Development, civil society groups, and coordinated with other areas of the General Secretariat on issues within its sphere of competence, including: consumer protection; the implementation of the Program of Action for the Decade of the Americas for the Rights and Dignity of Persons with Disabilities (2006-2016); and the human rights of older persons, children, adolescents, and young people.

The Department has worked to prepare draft resolutions for the consideration of the Organization's political bodies, including the Program of Action for the Decade of the Americas for the Rights and Dignity of Persons with Disabilities (2006-2016) and support for its Technical Secretariat (SEDISCAP), as well as draft resolutions concerning consumer protection and the Twentieth Pan American Children's Congress – Inter-American Specialized Conference.

In collaboration with the Pan American Health Organization (PAHO), the "Consultation Workshop on Consumers' Health in the Americas" was held from September 14 through 15, 2009. The purpose of the workshop was to initiate a dialogue among consumer associations and health and consumer protection authorities, with a view to identifying common needs and challenges to address through joint action. The workshop was the first encounter of its kind in the Hemisphere to facilitate the sharing of experiences among several national consumer protection agencies, health authorities, and consumer associations. The list of participants is included as an annex to the workshop final report, which includes the various results achieved among the participants (http://www.oas.org/dil/esp/departamento_programas_juridicos_especiales_proteccion_alconsumidor_taller.htm).

At the request of PAHO, the Department of Special Legal Programs authored the chapter "The Health of Consumers: A Fundamental Right" for a soon-to-be published book by that organization entitled, *The Environmental and Social Determinants of Health*.

The Department was asked to prepare the first preliminary report, in standard format, on the implementation of the Program of Action for the Decade of the Americas for the Rights and Dignity of Persons with Disabilities (2006-2016), and work has begun on the development of indicators for its evaluation. In addition, the First Meeting of the Directors of Disability Institutions and Public Disability Policy Makers was held in Panama City, from January 21 to 23, 2009.

(http://www.oas.org/dil/esp/Informe_Final_de_la_Reunion_de_Directores_Enero_2009.pdf).

In partnership with public agencies, national councils of persons with disabilities, private-sector and civil society groups, as well as public officials and association leaders in the countries, the Department has established a network of electronic links to sites of interest to persons with disabilities. From April 1 to 2, 2009, the First Regional Meeting of Civil Society Organizations of Persons with Disabilities and their Families was held in Panama City (http://www.oas.org/dil/esp/sediscap_primera_reunion_regional_org_soc_civil_informe_abril_2009.pdf).

The Department, as Technical Secretariat of the *Committee for the Elimination of All Forms of Discrimination* against Persons with *Disabilities*, has actively pursued the contacts and the preliminary work involved in organizing the Committee's Third Meeting. Accordingly, drafts of the meeting's agenda, itinerary, notice of meeting, and work methodology are all currently available, and the meeting has been tentatively scheduled for the first quarter of 2010.

The Department, in conjunction with PAHO, is preparing the agenda for a special session of the Permanent Council to identify the specific needs and appropriate public policies for addressing the issue of human rights and older adults.

The Department has begun assuming its responsibilities as the OAS point of contact with national human rights institutions, thus facilitating its participation in forums of interest to these institutions.

- **Office of the Director General of the Inter-American Children's Institute (*with the rank of Department*)**

Under the Statute of the IIN, the Office of the Director General provides administrative services to the Pan American Child Congress and the Directing Council, and assists with fulfillment of its resolutions. It must also execute the Institute's Strategic Plan and Program. The activities conducted by this Specialized Agency are described in the corresponding chapter of this report. Through October 2009, the Office of the Director General was part of the Secretariat for Legal Affairs, at which time it was transferred to the direct supervision of the Office of the Chief of Staff of the Secretary General.

2.8 SECRETARIAT FOR EXTERNAL RELATIONS

The Secretariat for External Relations (SER) was established in 2008 by Executive Order No. 08-01, with the central purpose of developing and executing the Organization's main outreach efforts.

The Secretariat's Executive Office coordinates the work of five departments; Strategic Communication and Image, International Affairs, Cultural Affairs and International Affairs, Strategic Partnerships and Host Country Relations, and the Press Department, which work together to enhance awareness, strengthen the image, and improve understanding of the Organization.

Through the implementation of coordinated strategies, these five departments collaborate to highlight the role of the Organization as the leading forum for promoting democratic governance, sustainable development, multidimensional security, and respect for human rights in the hemisphere.

These strategies include; institutional identity, content and message development, stakeholder relations, supporting cultural activities, and pursuing partnership and relationship-building initiatives in both the private and public sectors. SER works cohesively and effectively to provide a service that supports and promotes the projects, programs, activities and the institutional identity as defined by the four thematic pillars of the OAS General Secretariat, allowing the GS/OAS to pursue its objectives in the hemisphere and across the globe.

2.8.1 Press Department

The mission of the Press Department of the General Secretariat of the Organization of American States is to inform the media from across the Hemisphere on the activities of the Organization and to maintain the General Secretariat abreast of relevant newsworthy events. During 2009 this Department merged to become part of the Secretariat of External Relations.

In order to carry out its activities, the Department is structured in two areas of operation. One produces and disseminates information to an external audience and the other secures and distributes external information internally. In addition, the Department executes special projects to better fulfill its mandates.

The Press Department uses a number of tools to accomplish its functions including: Press releases; Press Advisories; Press conferences (that can be carried out informally as a "media scrum"); Interviews; Direct contacts with the media; Informal encounters; Presentations of specific issues; OAS Web page and the monthly bulletin "**OAS Highlights.**" In addition, during the period related to this report, the following special projects were launched: "Analysis of OAS news coverage;" "Advisory services related to media outreach for the OAS Secretariat;" "Style Manual and English-Spanish Glossary."

During 2009 the Department aimed to expand the news it covers, striving to include new areas within the Organization. It also aspired to contribute to broaden the coverage of news produced

by the OAS by the media of the hemisphere, noting in particular a relatively low coverage in the United States and Canada.

The two objectives were reached, although in different degree. In addition to regular information issued by the General Secretariat related to the activities of the Secretary General, Assistant Secretary General and Political Organs, the Press Department was able to place news of activities and the message of diverse Secretariats in media outlets. This new means of working allowed for a greater volume of information disseminated and picked up by the media. With the same objective and in addition to the regular missions to accompany the Secretary General, press officials from the Department were assigned missions beyond headquarters to cover other Organization events (presentation of the Social Protection Network in New York, the Assistant Secretary General's visit to Haiti, MISPA II in the Dominican Republic, the annual CICAD meeting in Miami, and the visit of the Commission of Verification of the Agreement Tegucigalpa/San Jose to Honduras).

The Department began producing reports based on the activities carried out in the Secretariats of the Organization, which once per week are placed for viewing on the OAS Web and permanently rotated maintaining the two latest articles on the main Web at all times. Similarly a monthly news bulletin named *OAS Highlights* was designed and produced. The first version was disseminated to 5,700 recipients on Monday, November 30. *OAS Highlights* provides a compilation of the news articles posted on the Web during the month; an interview of an OAS official; in depth information on the most relevant issues of the month (which are linked to a chronology of events, all official press releases issued by the OAS, all the resolutions adopted by the OAS political organs during the month, and all press articles published throughout the hemispheric during the month related to the issue at hand); news briefs about the Organization, and a calendar of future events. In the near future, the newsletter is expected to reach approximately 12,000 recipients on a monthly basis, including media contacts in the entire continent, particularly in North America, government and civil society groups.

During the period, awareness of the OAS in the North American media increased due to the dissemination of the "reports" in the *OAS Highlights* and by opinion pieces authored by the Secretary General and the Assistant Secretary General.

2.8.2 Department of International Affairs (DIA)

DIA's mandate relates to managing relations with the Permanent Observers, institutional partners, and civil society, carrying out outreach programs, and coordinating the Model OAS General Assemblies and Permanent Councils.

In 2009, DIA mobilized US\$19,618,820.38 from Permanent Observers in cash, and US\$779,150 in in-kind contributions for OAS programs. Since 1999, total contributions value approximately US\$153.5 million. The top donors in 2009 were: Spain; The Netherlands; Sweden; the European Union; and, Germany. DIA also welcomed Lithuania as the 64th Permanent Observer. Along with organizing high-level dialogues, DIA successfully negotiated MoUs with the European Union and Korea, and renewed agreements with China, Finland, and Germany.

MoUs were also signed with the Club de Madrid, SEGIB, the African Union, and the IOM, and DIA advanced cooperation agreements with the Council of Europe and with the OSCE. The Department arranged regional consultations with International IDEA on democracy, a programmatic exchange with the Council of Europe, and facilitated OAS involvement in the annual meetings of institutional partners.

DIA facilitated civil society participation in the ministerial meetings and specialized conferences of the Permanent Council and the CIDI through sub-regional, hemispheric and virtual forums, as well as an Informal Conversation with the Secretary General, and the formal Dialogue with Heads of Delegation in the General Assembly. DIA managed the registration of 58 CSOs, increasing the Registry to 309 organizations.

The Department also carried out seminars with CEJIL and Global Rights; provided technical support to six meetings of the CISC; presented to the Member States a strategy to promote civil society participation in OAS activities; updated the Manual for Civil Society Participation; created the Compilation of Civil Society Recommendations, containing recommendations emerging from CSO participation in the different OAS political bodies; and, developed two projects with the Governments of Canada and the United States to support civil society participation in OAS activities.

DIA organized six “Model OAS General Assembly” (MOA) in 2009, including three Models of the Permanent Council for OAS Interns. A total of 1,220 youth and 105 teachers from universities and high schools participated. DIA also launched the MOAS Virtual Platform, together with the Department of Human Development; supported the organization of two national MOAS for universities; and conducted negotiations on planning for 2010-2011.

DIA hosted seven Lectures of the Lecture Series of the Americas at OAS Headquarters and one in Lima, Perú, with the technical and financial support of the Universidad de San Martín de Porres. Topics addressed by keynote speakers include: the financial crisis, shared societies, terrorism, US-Latin America Relations, human rights, globalization and education. DIA also coordinated 10 Policy Roundtables with the OAS technical areas on topics ranging including: tolerance and integration, inter-regional cooperation; the role of civil society in regional dialogue; corporate social responsibility; environmental sustainability; security; and, the financial crisis.

To enhance diffusion of programs, DIA accessed an extensive database of television and radio contacts, produced and distributed DVDs of Lectures to key contacts, redesigned the webpage for improved navigation, and launched the Academic Council of the Lecture Series. With members from universities in each sub-region of the hemisphere, the Council engages participation of the academic community in the Lecture Series. OAS outreach was enhanced through the over 150 briefings and tours administered in 2009 with the participation of approximately 4,000 persons.

2.8.3 Department of Cultural Affairs (DCA)

The Department of Cultural Affairs (DCA) continues to follow its mandate of disseminating cultural expressions of the Americas, emphasizing the main issues of Inter-American political

and social agenda. DCA's work has been carried out thanks to joint ventures with several SG/OAS Secretariats, Permanent Missions, Permanent Observers, NGOs, private sector, museums, foundations and academic institutions.

During 2009 DCA expanded its scope of work by supporting the preparation of the Master Plan for the renovation and modernization of the OAS historic building complex and implementing a youth orchestra program in the Caribbean.

▪ **The Art Museum of the Americas (AMA)**

The Museum's programming included exhibits and public programs such as gallery talks, lectures, film series, workshops and guided tours. Of the total of 14,970 AMA visitors in 2009, there were 6,164 participants in public programs. Each exhibition in 2009 was regularly featured in the Washington Post. Publications as varied as the Washington Diplomat, Washington Examiner, the US Congressional Roll Call Newspaper, WETA television, Telemundo television, The Architect's Newspaper, Hispanic Magazine online, and numerous local art blogs.

Exhibitions at the Art Museum of the Museum:

- *Space, Unlimited, installation art (regional), Feb–April*
- *Mystical Imagination: Hector Hyppolite (1894-1948) paintings, (Haiti), April–June*
- *Caribbean Perspectives: Selections from the AMA Permanent Collection, paintings, prints, drawings, sculpture (regional Caribbean) (2nd floor), April-June*
- *Open Spaces/Collective Space: Rogelio Salmona (1929-2007), architecture exhibit, (Colombia),*
- *Bilateral Engagement, sculpture (local community)*

Exhibitions at the Terrace Level (photography):

- Puerto Rico: Human Geography, *February- March*
- Luminous Silence: Margot Neuhaus (*Mexico-United States*), *April - June*
- Carnival de Oruro: Fernando Bustamante (*Bolivia*), *August-September*
- Portraits from the AMA Permanent Collection, (*regional*), *November- December*

Education Activities:

AMA gave 65 guided tours/briefings and 16 school/family workshops during the course of the year, and organized 12 gallery talks/panels.

Special Events at the Museum:

“Passport DC” - workshops and tourism displays focusing on Central America and the Caribbean, May book launches for *"Nosotros Vosotros Ellos: Memoria del Arte en Medellín Durante los Años Setentas"* by Felix Angel, September; *Julio Valdez* by Federica Palomero. October; and *Beyond National Identity: Pictorial Indigenism in Andean Art* by Michele Greet, December.

Cine Américas:

- In conjunction with the exhibit *The Disappeared: The Official Story; The Twice Disappeared; Missing; and Kamchatka*, January.

- In conjunction with Haiti's Hyppolite exhibit: Jacques Roumain: Passion for a Country; The Roads of Memory: Haiti before Duvalier, June-July.

Acquisitions and Loan Program:

The print collection of the AMA was enhanced by a gift from Mrs. Suzanne Lucas Binder of more than 100 prints of the late 1970s. The gift includes prints by Gego (Venezuela), Julio Le Parc (Argentina), Carlos Cruz Diez (Venezuela), Emilio Sanchez (Cuba-US), Liliana Porter (Argentina) and Julio Alpuy (Uruguay). The photograph collection received works by Margot Neuhaus (Mexico-US), Fausto Ortiz (Dominican Republic), Karla Turcios (Honduras), Luis Delgado (Mexico-US), Jaime Permuth (Guatemala), Daniel Muchiut (Argentina), and Jose Manuel Mayorga (Guatemala). AMA also received a painting by Colombian Ana Isabel Diez and a print by Dominican artist Julio Valdez.

AMA loaned works from the Permanent Collections to El Museo de Arte de Puerto Rico, Museo de Antioquia in Medellín, the IDB Cultural Center, and El Museo del Barrio, New York.

Orchestra Program for Youth at Risk in the Caribbean:

Jamaica, St. Lucia and Haiti are the three beneficiaries of the orchestral and choral training program currently under execution by DCA. The three orchestra training centers began operating between October and November 2009 after the arrival of 162 new musical instruments.

The program consists of a systematic (5 days/week, 2 hours/day) training program that ultimately expects to contribute to instilling civic values, increasing schooling retention levels, and creating future employment opportunities.

Throughout 2009 the SG/OAS signed memoranda of understanding with the Youth Orchestra of the Americas, the Batuta Foundation of Colombia, the Inter-American Culture and Development Foundation, and the Brazilian NGO Viva Rio.

▪ **Special Events**

In January DCA supported SER's Department of International Affairs in the commemoration of the International Holocaust Remembrance Day with the screening of the documentary *Glass House*.

In March DCA and the Inter-American Commission of Women (CIM), presented the documentary *Code Name: Butterflies*, by filmmaker Cecilia Domeyko.

In April DCA supported a concert by the Brass Ensemble of Venezuela conducted by Gustavo Dudamel as part of a recognition ceremony of the Permanent Council and CEPCIDI to the Venezuelan System of Youth Orchestras.

In September DCA, jointly with the OAS Peace Fund, organized a concert by *Notas de Paz*, a youth symphony orchestra from Cali, Colombia as part of 2009's Peace Week.

In December 11 there was a concert by the DC Junior Philharmonic to raise funds for OAS's Orchestra Program and to celebrate this new partnership.

2.8.4 The Department of Strategic Communication and Image (DSC)

The Department, divided into three sections (Multimedia, Website and *Americas Magazine*), promotes greater awareness and understanding of the Organization of American States and of its General Secretariat, by developing and implementing a broad and multifaceted communication strategy aimed at bolstering the overall image of the hemispheric body.

Thus, throughout 2009, the DSC has focused on disseminating the tools provided by the OAS Institutional Image System, created in 2008, to the different areas in the General Secretariat. As a result, the DSC became responsible for the streamlining, design and production of a set of brochures for different OAS programs. To this date, brochures have been produced for the IACHR, the Program for Universalization of Civil Identity in the Americas (PUICA) and the OAS Electoral Observation Missions.

Likewise, the DSC worked closely with the Department of Human Resources and the Press Department to streamline the design of internal and external announcements and departmental newsletters, bringing these previously-disarrayed promotional products in line with OAS institutional image guidelines.

Following this path, the DSC published and distributed a magazine style document based on the Secretary General's Annual Report highlighting the successes of the Organization in an accessible and friendly manner. The launching of this "2008: The Year in Review," marks the first time that the General Secretariat has produced this executive summary of the Secretary General's Annual Report.

Other efforts to streamline the image and design language of the OAS have led to assisting in the creation of a backdrop and other multi-purpose promotional material to display at various OAS events, and the development of a complete communications strategy for the Organization's participation (Civil Registration and Identity Inter-American Electoral Training Seminars, FEMCIDI among others). The Department has placed Op-Ed articles in key US based newspapers. During the year, five Op-Eds signed by OAS leadership were published in The Miami Herald, The Washington Post, and The Economist.

In 2009, the Web Section drafted an Executive Order establishing the organizational structure and governance model for the external Website, which was adopted by the General Secretariat in May. This document serves as a procedural mandate regarding content, editorial standards, guidelines, and information architecture for the Website.

The new Website was launched in the four official languages of the Organization. As part of this effort, the team revamped the Website's architecture information and design, migrated most of the editorial content from the former Website to the new layout and embarked on the process of revising it.

The Web Section restructured the landing page of the Website, and it has been proactively identifying, developing and publishing—simultaneously in all languages—new editorial content highlighting the most important work of the Organization. The DSC team partnered with the Press Department to design and launch the right-hand side of the landing page, which provides news-related content focusing on important OAS issues, as well as the OAS Highlights electronic newsletter.

The Multimedia Section is divided into two areas: Radio (audio) - Television (video-webcast). The Television area produces and coordinates live transmissions of Permanent Council meetings and other activities of the Organization's political bodies. It also promotes the dissemination of produced video segments on television channels throughout the region, intended to further expose the work of the OAS in an institutional manner. In 2009, the television area created 38 video of events -all of them on high definition with broadcast quality to enable TV channels to air them in their news segments, webcasted 116 live events and produced various documentaries and live coverage of visits by Presidents and Prime Ministers.

In addition, the DSC team began the implementation of outreach tools to promote the Organization's institutional image. Social Media sites like **Twitter** and **Youtube** dedicated to the OAS were created and are updated daily in partnership with the Press Department. During the year, 234 Twits were published and 481 videos uploaded on YouTube. Also, a Public Service Announcement (PSA) was launched focused on the four thematic pillars of the Organization.

The Radio area broadcast through satellite and the Internet a total of 512 transmissions of its daily programs in Spanish for Latin America and in English for the Caribbean. Live link-ups with interviews with Heads of State, high-level OAS officials and other dignitaries were also included in OAS Radio programming in cooperation with several radio stations in Latin America and the Caribbean. The number of stations carrying and/or interested in OAS material has increased by 12% during 2009.

Americas Magazine continued fostering partnerships with international organizations and the Inter-American system that share a common vision with the OAS. The magazine collaborated on the production of its stories and articles with a number of institutions, including; the World Food Program, the United Nations, the Inter-American Development Bank, the Pan American Health Organization, and the United Nations Educational Scientific and Cultural Organization.

The magazine augmented its network of collaborators throughout the hemisphere and carried out aggressive promotional campaigns which lead to an increase of subscribers. In the course of the year, a series of in-depth stories focusing on culture, politics and social and community issues of interest to the member states were published, with support of the respective governments.

2.8.5 Department of Strategic Alliances and Host Country Relations (DSPHCR)

In 2009, the DSPHCR began implementation of a plan to build the Organization's outreach to host country institutions—including the United States Congress, the Department of State, the White House, and others—and developed initial plans for more sustained engagement of the private sector. Ultimately, as this was the first full year for the department, many groundbreaking

steps were achieved while simultaneously many challenges remained. Additionally, several external and internal events presented further tests for the Organization and its relations with host country institutions including the coup in Honduras, a shifting political environment in the United States, and others.

The Host Country Relations Unit worked extensively with key members of Congress to strengthen regular contact and dialogue and keep key policy experts and decision makers informed of the priorities and activities of the Organization. In the spring of 2009, the team worked with Congressman Gregory Meeks (D-NY) to advise on the establishment of a new OAS Caucus. Shortly thereafter, the team coordinated with the new caucus to develop a series of meetings and other opportunities for dialogue to be held between members of Congress and the Organization's leadership during the Fifth Summit of the Americas, culminating with a breakfast held with almost 20 members of Congress. A similar effort was conducted during the General Assembly in San Pedro Sula, Honduras.

Throughout the summer and into the fall, Host Country Relations organized a series of meetings, dinners, and other events with key members including Senator Bob Menendez (D-NJ), Representatives Raul Hinojosa (D-TX), Sam Farr (D-CA), Elliott Engel (D-NY), and others. The team also helped coordinate outreach to members to promote their level of knowledge and support of the Inter-American Social Protection Network, launched in New York City in September. One example of this successful effort was an Op-Ed column printed in the Miami Herald signed jointly by Senator Menendez and Secretary General Insulza.

Throughout all of these efforts, the team updated and refined congressional outreach by maintaining regular contact and communication with key offices, staff, and members of Congress. Congressional staff began receiving regular e-mail updates from the OAS, targeting issues of interest for particular offices. Additionally, the team worked closely with opposing offices on Capitol Hill to deliver the message regarding internal reform efforts, impending budgetary issues, and other items of concern related to organizational revitalization and reform. Along this line, the Host Country team also engaged the US Mission to the OAS and others within the US State Department to secure a 3% budgetary request increase—equaling approximately \$1.5 million—in the administration's FY2011 budget request to Congress.

Concurrent to the Host Country activities, the Strategic Partnerships Unit began efforts to more effectively engage private sector actors for support. The team developed initial plans that will help the overall Secretariat for External Relations more effectively enhance the level of awareness of the Organization, generate a more positive perception of the OAS to outside actors, engage those specific current and potential partners, and ultimately mobilize resources. Further execution of the unit's plans will take place in 2010.

III. DECENTRALIZED ORGANS, AGENCIES, ENTITIES, AND DEPENDENCIES

3.1 INTER-AMERICAN COURT OF HUMAN RIGHTS

During this reporting period, the judges on the Court were, in order of precedence, Cecilia Medina Quiroga (Chile), President; Diego García Sayán (Peru), Vice President; Sergio García Ramírez (Mexico); Manuel E. Ventura Robles (Costa Rica); Leonardo A. Franco (Argentina); Margarete May Macaulay (Jamaica); and Rhadys Abreu Blondet (Dominican Republic). The Secretary of the Court was Pablo Saavedra Alessandri (Chile), and the Assistant Secretary was Emilia Segares Rodríguez (Costa Rica).

▪ Contentious Cases, Advisory Opinions, and Provisional Measures

In 2009, a total of 12 contentious cases were filed with the Court, which delivered 19 judgments. In 13 of those judgments, the Court ruled on preliminary objections, merits, reparations, and costs, all at the same time; in two it decided the merits and the reparations owed; and four judgments were interpretations of its previous judgments. In 15 of the cases, a final judgment was delivered on all aspects of the case—preliminary objections, merits, and reparations—and no further decision on any of those cases is pending with the Court. By year's end, the Court had 104 cases in which it was overseeing compliance with judgments it had delivered; nine of these cases were still in the preliminary phase; in four cases, the Court was examining preliminary objections and merits, reparations, and costs; in the last case, the Court was deciding the matter of reparations and costs.

In 2009, the Court held 11 public and 24 private hearings on contentious cases. Between 2006 and 2009, the average length of a contentious case proceeding before the Court was 17.75 months. In 2009, respondent States assumed partial or full international responsibility in four such cases, which, when factoring in the entire historical context, accounts for 38.3% of the total cases heard by the Court. In exercise of its inherent jurisdiction to oversee compliance with its judgments, the Court issued 43 decisions, and held one public and 24 private hearings in this regard.

In 2009, no applications seeking advisory opinions were filed with the Court, although one such opinion was issued.

In 2009, ten requests seeking provisional measures were filed with the Court, of which six were adopted, two were rejected, and another two were still under consideration. Five provisional measures were entirely lifted, while two were partially lifted. At year's end, the Court had 38 active provisional measures. In exercise of its jurisdiction to oversee the implementation of provisional measures, the Court issued 21 decisions and held three public and six private hearings to this end.

- **Sessions**

In 2009, the Court held four regular sessions at its headquarters, as well as three special sessions abroad, for a total of 74 days of sessions. The following summarizes the sessions of the Court in 2009:

- Eighty-second Regular Session

During its Eighty-second Regular Session, held in San José, Costa Rica, January 19, through 31, the Court held two public hearings on contentious cases, nine private hearings to oversee compliance with previous judgments, and five private hearings on provisional measures. The Court also issued three judgments on contentious cases, seven orders for provisional measures, five rulings on compliance with judgments, one order for a provisional measure in a contentious case, as well as a ruling regarding a request for an advisory opinion. During this session, the Court also amended its Rules of Procedure.

- Eighty-third Regular Session

During its Eighty-third Regular Session, held in San José, Costa Rica, June 29 through July 11, the Court held three public hearings on contentious cases, as well as two additional public hearings regarding an advisory opinion and provisional measures, respectively. The Court also delivered three judgments on contentious cases, one of which was an interpretation of a previous judgment, and issued six orders for provisional measures. In addition, the Court held eight private hearings on oversight of compliance with judgments, and issued 15 rulings on oversight of compliance with judgments.

- Eighty-fourth Regular Session

During its Eighty-fourth Regular Session, held in San José, Costa Rica, September 21 through October 3, the Court held a public hearing on a contentious case and two public hearings on provisional measures. It also delivered three rulings on contentious cases and issued an order for provisional measures. The Court held six private hearings on oversight of compliance with previous judgments, a private hearing on the implementation of provisional measures, and issued five rulings on oversight of compliance with previous judgments.

- Eighty-fifth Regular Session

During its Eighty-fifth Regular Session, held in San José, Costa Rica, November 16 through 28, the Court delivered seven judgments on contentious cases, two of which concerned the interpretation of its judgments, and issued nine orders for provisional measures. The Court also issued an advisory opinion and 12 decisions on oversight of compliance with judgments.

- Thirty-eighth Special Session

During its Thirty-eighth Special Session, held in Santo Domingo, Dominican Republic, March 30 through April 3, the Court held two public hearings on contentious cases and a private hearing on compliance with judgments. The Court also issued a judgment on a contentious case, two orders for provisional measures, and three decisions on oversight of compliance with previous judgments.

- Thirty-ninth Special Session

During its Thirty-ninth Special Session, held in Santiago, Chile, April 27 through 30, the Court held two public hearings on contentious cases, ordered provisional measures for a contentious case, and handed down three decisions on oversight of compliance with previous judgments.

- Fortieth Special Session

During its Fortieth Special Session, held in La Paz, Bolivia, July 13 through 15, the Court held a public hearing on a contentious case and another on oversight of compliance with a previous judgment. It also ruled on a request for provisional measures.

▪ **Amendment of the Court's Rules of Procedure**

During its Eighty-fifth Regular Session, the Inter-American Court issued a revised version of its Rules of Procedure. Its primary reform concerns the role of the Inter-American Commission on Human Rights in legal proceedings before the Court. Article 19 of the newly revised Rules of Procedure include a provision which prevents judges who are nationals of a respondent State from hearing or deliberating on individual petitions submitted to the Court. Moreover, Article 20 contains a provision which allows States to appoint *ad hoc* judges only in cases involving disputes among States. The new Rules of Procedure also address various procedural practices, as well as other reforms.

▪ **Legal Assistance Fund of the Inter-American Human Rights System**

The purpose of the Victims' Legal Assistance Fund is to facilitate access to the system by persons who lack the resources needed to bring their cases before the system. Any person who lacks the economic resources necessary to cover a legal proceeding presented to the Court, may expressly request assistance through the Victims' Legal Assistance Fund—provided it is operating—to access assistance in covering the cost of litigation upon demonstrating the requisite financial need. It shall be up to the Court to authorize an alleged victim's access to the Fund.

▪ **Cooperation Agreements**

During the year, the Court signed cooperation agreements with 21 different institutions, including a memorandum of understanding with the Inter-American Association of Public

Defender's Offices (AIDEF), whose purpose is to provide free legal assistance to alleged victims who lack the requisite economic or legal assistance resources to litigate cases before the Court.

▪ **Training and Outreach Activities**

In 2009, the Court sponsored a series of human rights training and outreach activities in countries throughout the Americas, with a view to increasing public awareness on the operation of the Court and inter-American human rights protection system. These activities involved the participation and training of civil society organizations and leaders, the academic community, and public officials. These activities included the following: a graduate fellowship course entitled "Human Rights and the Right to a Fair Trial"; seminars and workshops under the agreement signed with the *Escuela Superior de Administración Pública* (ESAP) of Colombia; the project "Capacity-building for Central American Administrators of Justice for the Protection of Human Rights"; the program "Training on the Inter-American System for Public Officials of the Americas"; a specialized course on the Inter-American Human Rights System for State Officials; and the launching of the book "*Diálogo Jurisprudencial*."

3.2 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 in Santiago, Chile in 1959. The Commission was formally established in 1960 when the Council of the Organization approved its Statute. The Commission's Rules of Procedure, first adopted in 1980, have been amended several times since, most recently in late 2009. The IACHR is one of the two organs of the inter-American system whose mission is to promote and protect human rights. The Commission is composed of seven members, elected by the General Assembly, who serve in an individual capacity for a period of four years and may be re-elected only once. The officers for 2009 were elected at the Commission's 134th regular session, held March 16 through 27, 2009. At that session, Luz Patricia Mejía was elected Chair, and Víctor Abramovich and Felipe González, were elected First and Second Vice Chair, respectively. The other members of the Commission in 2009 were Paolo Carozza, Clare K. Roberts, Florentín Meléndez, and Paulo Sérgio Pinheiro. Dr. Santiago A. Canton is the Executive Secretary of the IACHR and Dr. Elizabeth Abi-Mershed is Assistant Executive Secretary.

▪ Visits and activities

At present, the IACHR has some 1,450 petitions and cases in process. In 2009 it received 1,431 new petitions, which were processed to be declared either admissible or inadmissible, pursuant to Article 26 of its Rules of Procedure. In 2009, the Commission also received 324 requests seeking precautionary measures, 34 of which were granted.

In 2009, Commissioner rapporteurs for a country and/or theme conducted working visits to Argentina, Bolivia, Chile, Guatemala, Haiti, Honduras, and the United States.

- In April 2009, the Rapporteurship on the Rights of Persons Deprived of Liberty conducted an observation mission to Chile, where it visited the Mendoza Penitentiary and Gustavo André Penal Colony in the province of Mendoza, Argentina, to verify current conditions at these facilities as well as compliance with the precautionary measures ordered by the Inter-American Court of Human Rights in 2004.
- An IACHR delegation, headed up by the Commission's Rapporteur for Haiti, conducted a working visit to Haiti from May 24 through 29, 2009. The main purpose of the visit was to compile additional information on the situation of citizen security and the juvenile justice system to complete IACHR reports on these subjects.
- The Chair of the Commission, in her role as the Rapporteurship on the Rights of Women, conducted a visit to Bolivia in June 2009, to compile specific information at the national level regarding the main advances and challenges facing women with regard to the exercise of their economic, social, and cultural rights free of discrimination.
- From June 7 through 12, 2009, the Special Rapporteur for Guatemala, who also serves as the Rapporteurship on the Rights of Indigenous Peoples, headed up an IACHR delegation to that country to observe and compile information on its human rights situation.

- In July 2009, the Rapporteurship on the Rights of Migrant Workers and their Families conducted a visit to detention centers located in the U.S. states of Arizona and Texas. The purpose of the visit was to obtain information from corrections authorities, detainees, and representatives of civil society organizations regarding compliance with immigration, detention, and due process regulations in the United States.
- The IACHR conducted an on-site visit to Honduras from August 17 through 21, 2009, to observe the human rights situation in the wake of the coup d'état of June 28, 2009. Over the course of the visit, the IACHR delegation met with representatives of the de facto government, various civil society groups, and heard from more than a hundred persons who came forward with complaints, testimony, and information. The delegation traveled to Tegucigalpa, Tocoa, San Pedro Sula, El Paraíso, and Comayagua.
- In September 2009, the Commission made an official visit to Chile to celebrate the 50th anniversary of the establishment of the IACHR. During the visit, the Declaration of Santiago de Chile was signed, reaffirming that the ideals of the inter-American human rights system continue to apply 50 years after the Commission's creation.
- From November 25 through 26, 2009, the Rapporteurship on the Rights of Children visited Chile to promote the IACHR's Report on Corporal Punishment and the Human Rights of Children and Adolescents.
- In commemoration of the 30-year anniversary of the Commission's on-site visit to Argentina in 1979, the IACHR conducted an official visit to that country at the invitation of the Argentine Government. During the visit, a series of panel discussions were held on the Commission's 1979 visit to Argentina, which included the participation of former Commissioners who were part of the 1979 delegation, as well as other persons of interest, and members of the Executive Secretariat, who shared their experiences and perspectives regarding the impact of that visit to Argentina.
- Forms of cooperation in 2009

In 2009, the Commission filed 12 cases with the Inter-American Court of Human Rights and continued its periodic dialogues with that body on the system and its rules and procedures. These dialogues were instrumental in the adoption of the new Rules of Procedures of the Commission and the Court, which entered into force on January 1, 2010.

Throughout the year the Commission participated in a number of meetings and events organized by the Office of the United Nations High Commissioner on Human Rights to discuss special mechanisms. Specifically, on December 8 through 9, the IACHR participated in a regional consultation meeting organized by the United Nations on cooperation between the universal and inter-American human rights protection systems. This meeting was held at OAS headquarters in Washington, D.C., and included the participation of the member states, national and civil society human rights institutions, and the inter-American human rights protection organs.

In addition, the IACHR co-organized the second “Inter-Mechanisms” meeting of human rights defenders, held at OAS headquarters on October 21-22, 2009. In attendance were the United Nations Special Rapporteur on the Situation of Human Rights Defenders, the Special Rapporteur of the African Commission on Human and People’s Rights on the Situation of Human Rights Defenders, in addition to representatives from different human rights defender organizations from various world regions.

Finally, in May 2009, the United Nations Special Rapporteur on Freedom of Opinion and Expression, the OSCE Representative on Freedom of the Media, the OAS Special Rapporteur on Freedom of Expression, and the Special Rapporteur of the African Commission on Human and Peoples’ Rights on Freedom of Expression and Access to Information issued a joint statement regarding the media and elections.

- Sessions held

134th regular session, March 16-27, 2009:

The IACHR approved reports on individual cases and petitions, and held 16 working meetings. At this session, the Commission also approved the “*Report on the Rights of Women in Chile: Equality in the Family, in the Workplace and in Politics*,” as well as the publication of the “*Preliminary Observations of the Inter-American Commission on Human Rights after the Visit of the Rapporteurship on the Rights of Afro-descendants and against Racial Discrimination to the Republic of Colombia*.”

135th regular session, August 3-8, 2009:

The Commission did not hold public hearings or working meetings, as this session was internal in nature. The Commission approved a total of 29 reports on cases and petitions.

136th special session, September 7-8, 2009:

This special session was held in Buenos Aires, Argentina, during which a number of cases were discussed and approved, and progress was made with respect to the debate and approval of the amendment of the IACHR Rules of Procedure.

137th regular session, October 28 through November 13, 2009:

During this session, the IACHR approved reports on individual cases and petitions. A total of 52 public hearings and 28 working meetings were held. These hearings addressed matters that have a general impact on all countries of the region, as well as specific issues involving a given country or subregion.

Also during this session, the IACHR finalized the reform of its Rules of Procedure. The text of the reform represents the culmination of a long period of debate and reflection by the Commission members, over three different sessions, through a participatory and transparent process, which gave extensive consideration to the observations put forward by OAS

member states, civil society groups, the academic community, and independent experts throughout the Hemisphere. Open hearings on the preliminary draft of the reform project were held from May through August 2009. The reform's primary objective is to strengthen the inter-American system with a view to facilitating greater participation of victims in the system, fostering a better understanding of the legal procedures before its organs, and establishing more guarantees for ensuring procedural equity, among others.

3.3 ADMINISTRATIVE TRIBUNAL

The Administrative Tribunal of the Organization of American States was established on April 22, 1971, by resolution AG/RES. 35 (I-O/71), adopted by the first regular session of the General Assembly at its ninth plenary session. Its function is to settle any disputes that may arise with staff members of the OAS General Secretariat by reason of administrative decisions, when the staff members are alleging non-compliance with the terms of their respective appointments or contracts or violations of the General Standards to Govern the Operations of the General Secretariat and other applicable provisions, including those relating to the Retirement and Pension Plan of the General Secretariat. The Tribunal has six judges, who are elected by the OAS General Assembly in their personal capacity. At the present time, the judges on the Tribunal are: Alma Montenegro de Fletcher (Panama), Lionel Alain Dupuis (Canada), Andre M. Surena (United States), Héctor Enrique Arce Zaconeta (Bolivia), Homero Máximo Bibiloni (Argentina), and Suzie d'Auvergne (Saint Lucia).

The Administrative Tribunal held its Fifty-seventh regular session in Washington, D.C., November 23 through 24, 2009. At that session, the Administrative Tribunal ruled on a pending case and considered several inquiries filed with the Secretariat of the Tribunal.

In compliance with the provisions of resolution 358, the members of the Administrative Tribunal adopted resolution 362, approving the proposed draft amendments to the Tribunal's Statute and Rules of Procedure, to be submitted for consideration by the General Assembly at its fortieth regular session in June 2010.

The main proposed reforms in this regard include: adjusting provisions that refer to the composition of the Tribunal in panels, as that practice is no longer in use; waiving the requirement for submission of a bond for filing a claim with the Administrative Tribunal; and eliminating provisions of a technical or procedural nature that belong exclusively in the Rules of Procedure.

Moreover, the members of the Administrative Tribunal concluded their exhaustive analysis of all proposed draft amendments to the Tribunal's Statute and Rules of Procedure. Among the most significant recommendations in this regard was the inclusion of an additional mechanism for adjudicating disputes and a new procedure for the selection of experts, as well as reducing the current procedural time limits for some procedural steps.

In general, all the proposed amendments would result in significant savings to the Organization and its employees, complement current administrative procedures by closing existing gaps, and facilitate access to more expeditious judicial protection.

The report on the activities of the Administrative Tribunal was presented to the Permanent Council's General Committee at a meeting held in March 2009. Some delegations took the opportunity not only to praise the content of the report, but also to applaud the Tribunal's firm determination to foster a permanent dialogue of cooperation with the other organs, agencies, and entities of the Organization and the Tribunal's important initiative to periodically hold joint meetings with the administrative tribunals of other international organizations.

The delegations also singled out for recognition the Tribunal's efficiency in the exercise of its duties, resulting in important savings to the Organization.

3.4 INTER-AMERICAN CHILDREN'S INSTITUTE

The Inter-American Children's Institute (IIN) was established in 1927, and classified as a Specialized Organization of the OAS in 1949. The Institute helps the governments of the member states craft public policy on children and youth. The Institute is bound by the regulations of the Organization of American States; by the Agreement signed in 1975 with the OAS, as well as by its own Statutes and Rules of Procedure. Its organs are the Pan American Child Congress; the Directing Council, constituted by authorities in the field representing the OAS member states; and the Institute's Secretariat, headed by the Director General (with the rank of Department). The Institute carries out activities in compliance with the respective mandates of the Summits of the Americas, and the organs of the OAS and the Institute, within the framework of the IIN Plan of Action 2007-2011.

In 2009, the Declaration of Commitment of Port of Spain, issued at the Fifth Summit of the Americas, provided support for the organization of the Twentieth Pan American Child Congress, which was declared an "Inter-American Specialized Conference" by the Permanent Council and General Assembly of the OAS. The Inter-American Child Congress responds to a mandate of the General Assembly through the "Inter-American Program for the Prevention and Eradication of Commercial Sexual Exploitation and Smuggling of and Trafficking in Children," and the successes achieved by its projects with respect to legal issues, communication and information, and promotion and protection of the rights of children and adolescents were singled out for recognition.

The main activities of the Institute in 2009 include:

a. Institutional strengthening

- Commemorative activities surrounding the Institute's 82nd anniversary, the 60th anniversary of its status as a specialized organization of the OAS, and the 20 year anniversary of the adoption of the U.N. Convention on the Rights of the Child;
- Integration of the Directing Council, which notably strengthened the participation of the Caribbean countries; and
- Working meetings with authorities of the General Secretariat and the member states at the Institute's headquarters in Montevideo.

b. Promotion and protection of the rights of children and adolescents

- Twentieth Pan American Child Congress (September 22-25, Lima), which included the participation of delegations from 24 member states, six of which were from the Caribbean countries, comprised of the Hemisphere's highest-level authorities on children's issues as well as children and adolescents of the region; high-level authorities of the OAS General Secretariat and the host country; representatives of international organizations, civil society groups, as well as internationally-renowned panelists and lecturers (417 participants).

- First Pan American Forum on Children (21-25 September), held within the framework of the Twentieth Pan American Child Congress, which included the participation of 68 children and adolescents from 22 of the member states. The resulting recommendations paved the way for the establishment of children's advisory councils at the local, regional, and inter-American level in various member states.

Also within the framework of the Twentieth Pan American Child Congress:

- Meeting of the Working Group for the Preparatory Consultation on the Participation of Children (February 5-6, Quito) and the Second Regional Meeting of the Working Group on Children and Adolescents Participation (December 9-10, Panama City);
- Civil Society Forum (August 25-26, Buenos Aires), in coordination with the OAS Department of International Affairs, which issued recommendations for the member states;
- Inter-American Meeting for Children and Youth Advocates (December 7-8, Panama City).

c. Reports and documents

- Annual Report of the IIN to the OAS General Assembly;
- Report of the IIN to the OAS General Assembly on resolution AG/RES. 2432 (XXXVIII-O/08) "Prevention and Eradication of the Commercial Sexual Exploitation and Smuggling of and Trafficking in Children and Adolescents";
- Report to the Directing Council, approved at the Eighty-fourth Regular Meeting (September 22, Lima);
- Decalogue on the Defense of Children and Youth in Times of Crisis;
- Ninth Report to the OAS Secretary General (CSEC) on resolution AG/RES. 1667 (XXIX-O/99);
- Reference documents on core topics of the Twentieth Pan American Child Congress;
- Presentation "Restorative Justice in the Juvenile Justice Systems in the Americas."

d. Cooperation activities

- Implementation of the "Program for the Promotion and Defense of Human Rights of Children and Adolescents of the Americas," funded by the Spanish Agency for International Development Cooperation (AECID);
- Implementation of a project on the promotion and protection of children and young people's rights in the inter-American system (agreement signed between the Canadian International Development Agency (CIDA) and the OAS General Secretariat);
- Cooperation agreements with UNICEF, Save the Children Sweden, and Plan International, in support of the Twentieth Pan American Child Congress;

- Technical cooperation with the CIM; PUICA; IACHR; Section against Transnational Organized Crime of the Secretariat for Multidimensional Security; the Department of Public Security; IIHR; SEGIB; Global Movement for Children, Latin America and Caribbean Chapter; and Child Rights Education for Professionals (CRED-PRO/IICRD), among others.

e. Outreach activities

- Websites of the Twentieth Pan American Child Congress and “Our Voice in Colours”;
- E-bulletins, including special volumes on the 20-year anniversary of the CDN and violence;
- Updating of the IIN Legal Database (BADAJ), accessible online;
- Support to researchers of the member states and permanent observer countries interested in the IIN’s vast portfolio of documents and publications.

f. Online training

- Within the framework of the IIN’s Virtual Training Program, courses were organized on children’s rights, the international abduction of minors, child and youth participation, and the commercial sexual exploitation of children and adolescents.

3.5 INTER-AMERICAN COMMISSION OF WOMEN

Created by the Sixth International Conference of American States (1928), the Inter-American Commission of Women (CIM) has served since 1949 as a specialized organization of the OAS. The CIM is the principal forum for generating hemispheric policy to advance women's rights as well as gender equality and equity. The CIM's highest authority is its Assembly of Delegates (with 34 Principal Delegates representing each of the member countries), which meets every two years and elects its Executive Committee, headed up by its President. The CIM's Assembly of Delegates approves the Plan of Action for the biennium, issues recommendations and documents, and supervises their implementation. The CIM biennial work program is carried out in accordance with the mandates of the Summits of the Americas, the OAS General Assembly, and the CIM Assembly of Delegates.

Over the year, CIM activities focused on three areas:

- **Democracy and governance**
 - Innovative activities were begun at the policy level to incorporate the gender perspective in election observation processes.
 - Work was begun on the implementation of a project for women's participation in the electoral systems of the Andean countries; the project will identify obstacles to and opportunities for quota laws.

- **Human rights**
 - With respect to violence against women, the MESECVI prepared a report on the implementation of its recommendations for the governments of the Member States, which will be submitted for consideration by the Conference of States Parties to the Convention of Belém do Pará. The Committee of Experts prepared a questionnaire to be used in the Second Round of Evaluation.
 - Two projects were implemented on the integration of HIV services and violence against women; one in the Caribbean and the other in Central America.

- **Security**
 - In conjunction with the OAS sector tasked with security, a program of integral security was developed to promote incorporation of the gender perspective and the participation of women at all levels of security, with a view to strengthening democratic security, transparency, and efficiency.

- **Development**
 - Based on the Plan of Action of the Inter-American Conference of Ministers of Labor and the SEPIA I initiative, four training workshops will be held, in collaboration with the DSDE/SEDI, on strategic planning with a gender perspective. Participating in the workshops will be staff of the National Mechanisms for the Advancement of Women and labor ministry officials responsible for gender issues.

- The CIM works to incorporate gender analysis in all OAS programs and projects. In 2010, training will be provided to staff members of selected programs. To keep pace with demand in this area, an online course will be developed and a community of knowledge established.
- The Inter-American Year of Women will be celebrated in 2010, under the theme “Women and Power – For a World of Equality,” which will provide opportunities for reflection, commemoration, and a renewal of commitments to promote equality between men and women.
- The CIM Executive Committee approved the biennial work program and will meet again in February. Over the year, the CIM carried out projects in collaboration with the UN, UNIFEM, ECLAC, PAHO, and the IDB.

3.6 INTER-AMERICAN TELECOMMUNICATIONS COMMISSION

The Inter-American Telecommunications Commission (CITEL) was established by the General Assembly via resolution AG/RES. 1224 (XXIII-O/93), pursuant to Article 52 of the OAS Charter. Its mission is to facilitate and promote the sustained development of telecommunications in the Hemisphere. CITEL works to develop appropriate regulatory frameworks that will foster investment in telecommunications, conclude suitable interconnection agreements, enable more efficient management of radio spectrum frequencies, and promote technological neutrality.

During 2009, CITEL activities included:

- Approval of recommendations concerning ITU-T Recommendation Y.1910 “Internet Protocol Television (IPTV) functional architecture”; ITU-T Recommendation Y.2720 “NGN Identity management framework”; technical and regulatory aspects concerning the effects of non-ionizing electromagnetic radiation emissions; and guidelines to facilitate the introduction and deployment in the Americas of integrated MSS systems operating in the 1-3 GHz range;
- Updating technical manuals and guidelines for, *inter alia*: next-generation networks, cyber security, Internet Protocol Television (IPTV), power line communication (PLC) technology; protection of critical telecommunications infrastructure; implementation of Digital Terrestrial Television (DTT); and broadband access technologies;
- Training of qualified telecommunications staff by organizing 25 courses and awarding more than 220 fellowships to participants in 26 countries of the region. CITEL currently operates 19 regional training centers and coordinates its work with the Center of Excellence in Telecommunications in the Americas of the International Telecommunication Union (ITU);
- Coordination and harmonization of perspectives in the region for the 2010 World Telecommunication Development Conference (WTDC), the 2010 Plenipotentiary Conference, and the 2012 World Radiocommunication Conference. This type of coordination helps to prevent duplication of efforts and ensures coherence in the region. Advances were also made in the area of mutual interregional coordination, through meetings of the regional telecommunications organizations of Africa, Asia-Pacific, Europe, the Russian Federation, and Middle East;
- The following events were included among the 13 meetings held by CITEL: “Workshop on International Roaming Services: Regional Plan of Action and Lessons Learned”; “Seminar on Regional Infrastructure and Interconnection”; “Workshop on Development of ITC for Areas and Groups with Unattended Needs or with Specific Issues”; “Workshop on Fraud Control in Telecommunications Services: The Regulator’s Role and its Scope”; “Seminar Spectrum 20/20”; and the “Seminar on Spectrum Requirements for Broadband Deployment.”

3.7 OFFICE OF THE INSPECTOR GENERAL

The activities of the Office of the Inspector General (OIG) are governed by the General Standards to Govern the Operations of the General Secretariat (Chapter IX, “Advisory Services, Auditing, and Fiscal Control”), the Budgetary and Financial Rules, and Executive Order No. 95-05. These provisions establish the function of the internal audit, which help the Secretary General and the governing bodies to ensure that responsibilities at the various levels of the Administration vis-à-vis the General Secretariat’s programs and resources are discharged. The objective of the Office of the Inspector General is to ensure that operating procedures and financial transactions at headquarters and in the offices of the General Secretariat in the Member States are systematically reviewed. The Office of the Inspector General also checks to ensure that the established policies, rules, and practices are being observed and carried out correctly, efficiently, and economically.

▪ Audits

In the period from January 1 to December 31, 2009, the Office of the Inspector General conducted nine audits, one investigation, and reviewed 13 projects at OAS headquarters and in the member states to ensure compliance with agreements and objectives. In discharging its activities, the Office focused primarily on high-risk operations and those whose efficiency, efficacy, and savings in the General Secretariat have room for improvement. Audits were carried out on the OAS Scholarship Program, the Educational Portal of the Americas, and on the integrity of information within the OAS Enterprise System (OASES), as well as the General Secretariat offices in El Salvador, Costa Rica, Dominica, Saint Lucia, Jamaica, and Peru, to determine if their activities were discharged in accordance with OAS rules and procedures.

▪ Other Activities

The Office of the Inspector General continued to evaluate responses and to follow up on corrective measures to ensure that the OIG recommendations were effectively implemented. The Office continued to provide advisory services and assistance through analyses, evaluations, research, and recommendations, and participated as an observer on various committees of the General Secretariat to facilitate and foster open communications. In 2009, a number of departmental directors consulted the Inspector General regarding operational issues that could entail potential risks to the Organization, and also sought her advice concerning the implementation of recommendations and other operational issues related to internal controls. The OIG also examined draft operating procedures, proposals, and changes to operating procedures. It investigated all the information received via the anti-corruption hotline and took appropriate measures when it found issues that posed an intrinsic risk to the General Secretariat’s internal checks and balances.

The Office of the Inspector General also submits its Activities Report and Annual Report to the Secretary General and Permanent Council.

3.8 BOARD OF EXTERNAL AUDITORS

Pursuant to General Assembly resolution AG/RES. 123 (III-O/73), adopted on April 14, 1973, and Permanent Council resolution CP/RES. 124 (164/75) of June 10, 1975, the Board of External Auditors is responsible for the external auditing the accounts of the General Secretariat of the Organization of American States (GS/OAS)

The Board held its annual meeting from April 20 through 24, 2009, to prepare its report on the external audit of the accounts and financial statements of the GS/OAS for the years ending December 31, 2008 and 2007, respectively, in accordance with Article 129 of the General Standards.

On May 6, 2009, the Board presented its observations in the document entitled “*Report to the Permanent Council of the Organization of American States: Annual Audit of Accounts and Financial Statements for the years ended December 31, 2008 and 2007* (OEA/Ser.S JAE/doc.39/09). The report has four sections: (a) Report of the Board of External Auditors; (b) Financial Statements of the GS/OAS; (c) Financial Statements of Agencies and Entities related to the OAS; and (d) the OAS Retirement and Pension Fund.

Based on the unqualified opinions issued by **Ernst & Young, LLP** (which was the firm of independent auditors for 2009), the financial statements corresponding to the audited entities tally with the books, documents, and vouchers of the General Secretariat.

The Board met with the Secretary General and informed him of the results of the audit and its recommendations, so that those recommendations might be brought to the attention of the General Assembly and the Permanent Council.

▪ **The most significant recommendations can be summarized as follows:**

To the Permanent Council:

- Revisit the quota cap to ensure consistency between the mechanism of setting OAS quotas and the mechanism of setting expenditures, such as personnel costs, while maintaining parity with the United Nations;
- Continue to implement a planning process that: (a) establishes strategic objectives and priorities; (b) helps to generate reliable cost estimates of mandates before their approval; and (c) supports accountability for results;
- Adapt the Budgetary and Financial Rules to the International Public Sector Accounting Standards (IPSAS) upon receipt of the plan of action from GS/OAS for the transition; and
- Authorize the implementation of reforms in the management of human resources.

To the General Secretariat:

- Develop a long-term strategy for the Organization, in the event its situation of chronic budgetary inadequacy does not improve;
- Continue to develop financial reports that provide a link between the use of resources and achievement of strategic goals and objectives in a manner that is useful to member states, management, and donors;
- Continue to implement the Secretariat of Administration and Finance's (SAF) Transformation and Modernization Project (STAMP). Accordingly, the working group should communicate its plans to all those involved within the Organization, as well as to the member states, and third parties, as implementation of these changes is necessary;
- Clearly align its priorities to available resources, which may lead to some programs and activities being reduced, deferred, or eliminated;
- Immediately establish a strategic plan for its assets and real estate holdings;
- Allocate a portion of future revenues to recover indirect and basic infrastructure costs, in addition to those resources allocated to the Regular Fund for such purpose;
- Initiate outreach efforts with both internal and external users of financial statements so that the users will understand the significant changes to the information included in such statements;
- Establish standard requirements for each project agreement and develop a process to ensure that agreements adhere to such rules. These rules should include components such as measurable objectives, and clearly-defined duties and responsibilities;
- Develop a process to centralize requirements for all project agreements, and set up an appropriate system to follow up on compliance with such agreements;
- Implement the project management component within the OAS Enterprise System (OASES) and ensure that all users receive adequate training regarding the features of said component;
- Institute a streamlined process for small-scale purchases to include the appropriate internal controls;
- Implement a streamlined process for travel-related expenses to include the appropriate controls;
- Ensure that each National Office has a reasonable staffing level based on workload, and that an appropriate methodology to monitor internal controls at the National Offices is established;
- Improve accountability regarding the Organization's fixed assets; and
- Develop a process to adequately protect personally identifiable information.

After the summary of the financial condition of the Regular Fund, the Specific Funds and the special contributions to the OAS, the Board took into account the General Secretariat's initiatives to put into practice the recommendations made by the Board in its report the previous year, as well as other matters of interest to the Board.

The Board highlighted the fact that in the case of the following 2008 financial statements, the firm of independent auditors had issued unqualified or "clean" opinions, which is the best possible outcome of an audit:

- Regular Fund, FEMCIDI, Specific Funds, and Service Funds of the OAS;
- Leo S. Rowe Pan American Fund;
- Rowe Memorial Benefit Fund;
- Trust for the Americas;
- Medical Benefits Trust Fund;
- Inter-American Defense Board Fund; and
- OAS Retirement and Pension Fund.

IV. ENTITIES AND SPECIALIZED ORGANIZATIONS

4.1 INTER-AMERICAN DEFENSE BOARD

The Inter-American Defense Board (IADB) provides advisory services to the programs of the Organization of American States, promotes peace and security in the Hemisphere, fosters trust among the member states through consultancy services on matters related to military and defense issues, strengthens relations between civilians and the military, and supervises the higher education program of the Inter-American Defense College.

Since becoming an entity of the OAS in 2006, the IADB has adapted its internal structures to the new Statute. With this new focus, the Board took steps to approve its Rules of Procedure and identify new opportunities based on resolutions of the General Assembly, with a view to detailed compliance.

The Chair of the Council of Delegates was invited to participate in various events on hemispheric security, and received, as well as made visits to, important leaders of the Americas.

Pursuant to resolution AG/RES. 2446 (XXIX-O/09), the IADB built a modern webpage to support the institutional memory of the Conference of Defense Minister of the Americas (CDMA) and provided advisory services for the upcoming CDMA in Santa Cruz, Bolivia, slated for November 2010.

The Board continued to monitor humanitarian demining efforts, in compliance with resolution AG/RES. 2453 (XXXIX-O/09), organizing a policy meeting with the principals of the Inter-American Monitors of the IADB (MARMINCA, MARMINAS and GMI Colombia), updating the Procedures Manual, providing technical assistance to the OAS' Comprehensive Action against Anti-personnel Mines Program (AICMA/OAS), training personnel in Colombia, Ecuador, and Nicaragua, conducting oversight visits, and certifying vast areas as "mine-free."

Pursuant to resolution AG/RES. 2482 (XXXIX-O/09), the IADB provided advisory services to Belize, which submitted its White Paper, becoming the 17th country to comply with the resolution. With respect to confidence- and security-building measures (CSBMs), the Board's efforts in 2008 resulted in the most successful reporting rates in CSBM history: 50 percent of IADB countries and 44 percent of OAS countries. Likewise, the Board organizes workshops to encourage country reporting, taking into account multidimensional threats, reorienting white papers to account for "threats that concern the National Forces," responding to the public security needs of the small states, and encouraging them to report CSBMs and join the IADB. With respect to natural disaster assistance, the Board established a "situation room," which directly advised the OAS Assistant Secretary General on the disaster in Haiti. New outreach activities have been rolled out through the IADB webpage, including e-bulletins, monthly reports, as well as reports on the natural disasters in Haiti and Chile.

The Inter-American Defense College has cemented its role as a key academic institution for the development of civilian-military relations and the dissemination of democratic values, thereby

attracting more students to its regular program, as well as to its master's degrees and distance-learning courses.

4.2 INTER-AMERICAN INSTITUTE FOR COOPERATION ON AGRICULTURE (IICA)

Founded in 1942, IICA is the agency of the inter-American system specializing in agriculture and rural development. Its mission is to provide innovative technical cooperation to its 34 Member States, with a view to contributing to their food security, rural prosperity and agricultural competitiveness.

Since 2001, the issue of agriculture and rural life has formed part of the agendas, deliberations and agreements of the Summit of the Americas process. In mandate 25 of the Declaration of Commitment of Port of Spain, adopted at the Fifth Summit of the Americas, the Heads of State and Government of the hemisphere recognized the urgent need to adopt multidimensional and multisectoral approaches to agriculture and rural life to achieve sustainable development and food security. Follow-up was provided to that mandate and the other decisions taken at the summit at the Fifth Ministerial Meeting “Agriculture and Rural Life in the Americas” (Jamaica 2009), where the ministers of agriculture of 33 countries also updated the AGRO 2003-2015 Plan of Action, incorporating strategic actions and measures for its implementation during the 2010-2011 biennium. The Institute provided key support for the organization and implementation of the ministerial meeting, which consolidated IICA as an institutional partner in the Summit of the Americas process.

Turning to IICA’s governing bodies, the Executive Committee (EC) adopted 20 resolutions at its Twenty-ninth Regular Meeting. The Inter-American Board of Agriculture (IABA) also held its Fifteenth Regular Meeting, taking important decisions related to matters such as institutional policy, technical cooperation, rules and regulations and the ministerial meetings. It also approved the strategic framework of IICA for the period 2010-2020, acknowledged the efforts of the countries to pay their annual quotas on time and endorsed the 2010-2011 Program Budget. Furthermore, it authorized the donation of five hectares of land for the construction of a new hospital in the city of Turrialba, in Costa Rica, and granted general power of attorney to Dr. Víctor Villalobos to enable him to serve as the Director General for a four-year term, beginning on January 15, 2010.

One of IICA’s biggest technical cooperation priorities in 2009 was food security, adversely affected by high and volatile food prices. To that end, the Institute implemented a medium-term strategy designed to promote institutional innovation, enhance the capabilities of small-scale producers and promote the analysis of policies and studies on the situation and outlook for food security. IICA focused its financial and human resources on the Integrated Program for Small and Medium-scale Agriculture: Technology, Markets, Policies and Institutions. The main results included the identification of priorities for institutional innovation, especially in the field of extension; an inventory of the policies adopted to address the food security crisis and the formulation of a methodology for assessing the impact of price volatility and the knock-on effects on rural incomes.

Another important achievement was the production and distribution of the FAO-ECLAC-IICA report entitled “The Outlook for Agriculture and Rural Development in the Americas: A Perspective on Latin America and the Caribbean. 2009.” The document provides an overview of the present characteristics and needs of agriculture and rural life in the Hemisphere. The Institute

also published a series entitled “Global Crisis and Food Security,” completed its research on agriculture’s true contribution to economic development in 23 member countries and implemented a system of statistical indicators to monitor trends in agriculture, which is updated on a regular basis.

IICA consolidated its model for strengthening leadership in the agricultural sector. It also held a number of forums on the subject involving ministers of agriculture and their teams and enhanced the leadership capabilities of producers in the Caribbean. Furthermore, it successfully held the Second Forum for Young Leaders, which brought together 65 people from the Institute’s 34 member countries; and held similar regional and national forums that attracted over 500 young people from all parts of the hemisphere.

In the area of trade promotion and agribusiness competitiveness, IICA strengthened the export and business management skills of small and medium-scale producers by means of activities related to hazard analysis and critical control points, good agricultural and manufacturing practices, the competitiveness of agricultural production chains, and food quality and safety, among others. The Institute also supported the participation of several countries in international fairs, such as the Fresh Summit International Convention and Exposition and the Americas Food and Beverage Show in the United States, which helped to promote the effective integration of the countries concerned into the U.S. market. Furthermore, IICA continued its successful implementation of the Export Platforms Program, with promotion actions carried out in the Dominican Republic and Belize. It also supported the consolidation of the hemispheric institutional framework for market information, particularly through its collaboration with the Market Information Organization of the Americas (MIOA).

In Argentina, Brazil, Chile, Colombia, Costa Rica, Guatemala, Honduras, Panama, Peru and Uruguay, the Institute systematized information about successful agroindustry and tourism initiatives spearheaded by young people and women. It also carried out a study to determine the current state of rural agroindustry in Central America and implemented agroindustrial development programs and initiatives for microenterprises in several countries, including Argentina, Mexico, Ecuador and Colombia.

Furthermore, in the Caribbean, Central and Andean regions IICA organized training activities and forums, provided advisory services and produced publications related to the negotiations of the World Trade Organization (WTO), the management of trade and trade legislation.

In the field of agricultural health and food safety, IICA continued to encourage the Member States to play a bigger role in the work of the international standard-setting organizations. Of special importance was the second phase of a project financed by the Standards and Trade Development Facility, administered by the WTO, under which regional courses were implemented with the University of Nebraska-Lincoln and a number of manuals were published. In addition, with support from the USDA, the Institute helped 12 countries take part in Codex Alimentarius committee meetings.

IICA updated the Performance, Vision and Strategy (PVS) tool used to support the modernization of animal and plant health and food safety services. The tool was applied in

Belize, Bahamas, Paraguay, Uruguay and Peru, and used in the processes aimed at improving the services of Costa Rica, Chile, Bolivia and Ecuador.

To provide a comprehensive solution to the problem of food contamination, IICA proposed the creation of regional schools for inspectors, the formulation of food safety policies, the design of methodologies to measure the cost of foodborne diseases and the delivery of educational materials to primary schools. Working with the University of Minnesota and PAHO, the Institute launched the second edition of the Executive Leadership in Food Safety (ELFS) Program.

In the field of rural development, some of the most important achievements were the design of the Central American Strategy for Territorial Rural Development (ECADERT), as well as the formulation of guidelines and conceptual frameworks for orienting and implementing rural development strategies with a territorial approach in several countries, including Ecuador, El Salvador, Bolivia and Costa Rica. IICA also designed a number of projects to promote the sustainable management of natural resources and the environment, and took part in various preparatory and other meetings prior to the Climate Change Conference in Copenhagen.

Another focus of the Institute's work is technology and innovation in agriculture. IICA helped strengthen FONTAGRO, expanded the hemispheric dialogue through FORAGRO, revamped the cooperative programs for agricultural research and technology transfer (especially PROCINORTE and SICTA), undertook a process to identify research priorities in preparation for the Global Conference on Agricultural Research for Development, published several studies and disseminated useful documents for the design of agricultural innovation and technology policies.

In the area of biotechnology, the Institute supported the efforts of its member countries to learn more about the Cartagena Protocol on Biosafety, the Compact agreement and the current situation with regard to genetically modified organisms.

IICA also implemented a number of actions to promote second-generation biofuels. It participated in a number of events, held in Brazil, Costa Rica, Colombia, Dominican Republic and Jamaica. Furthermore, working with PROCITROPICOS it drafted a proposal for the creation of the Latin American and Caribbean Network for Research on *Jatropha curcas*.

The Institute continued to implement its Hemispheric Organic Agriculture Program, which provided support to the Inter-American Commission for Organic Agriculture (ICOA), especially with the drafting of its bylaws, the design of its Web portal and the holding of its First Assembly at IICA Headquarters.

- The most important actions carried out at the regional level were as follows:

Andean Region: Coordination of technical cooperation through the Andean Alliance, keyed to the priority issues identified by the Alliance; formulation of the project Diversification of the Food Supply for Vulnerable Populations and the contribution of funds for its implementation; and the execution of the ACCESO project and its "Pro-Cacaos Alliance" platform.

Caribbean Region: Implementation in Jamaica of a dialogue on agribusiness; setting up of the Network of Veterinary Epidemiologists; and the establishment of a work agreement with the World Bank under the Avian and Human Influenza Prevention and Control Project.

Central Region: Joint work with the Central American Customs Union; support for PROMECAFE's projects on the quality of coffee linked to its origin and geographical denominations; strengthening of the leadership of the agricultural research institutes; and collaboration with the SICTA Network to promote technological innovation, which resulted both in higher crop yields and higher incomes for small farmers.

Northern Region: Support for the strengthening of PROCINORTE, especially its strategic planning process.

Southern Region: Cooperation provided to the Southern Agricultural Council (CAS) and the Network for the Coordination of Agricultural Policies (REDPA); support for the Genetic Resources Network for the Amazon Humid Tropics (Tropigen); and the formulation of plans in the territories of Formosa (Argentina) and Los Ríos (Chile).

IICA continued to grow its strategic ties with governments, academic centers of excellence and multilateral agencies, in order to respond to the different needs identified in the national, regional and hemispheric technical cooperation agendas.

Finally, the Institute facilitated information at the hemispheric level through Infoagro.net and the Agricultural Information and Documentation Service of the Americas (SIDALC). The latter celebrated its tenth anniversary with a meeting of information specialists, who established the strategic actions required in the field of agricultural information through 2014.

4.3 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). Under Chapter XIV of the Charter, its composition, powers, and functions are as follows: it serves as an advisory body to the Organization on juridical matters, promotes the progressive development and codification of international law, and studies juridical problems related to the integration of the developing countries of the Hemisphere.

In 2009, the Inter-Juridical Committee held two regular sessions: the first in Bogotá, Colombia, from March 12 through 20; and the second at its seat in the city of Rio de Janeiro, Brazil, from August 3 through 14.

The following topics figured on the agendas for both sessions: the International Criminal Court; follow-up to the implementation of the Inter-American Democratic Charter; the fight against discrimination and intolerance in the Americas; the Seventh Inter-American Specialized Conference on Private International Law–CIDIP-VII; the implementation of international humanitarian law in the OAS member states; migration issues; follow-up to opinions of the Inter-American Juridical Committee (evaluation and follow-up to the opinion of the Inter-American Juridical Committee regarding the *directive* on the *return* of illegal immigrants approved by the Parliament of the European Union); innovative methods of access to justice in the Americas; considerations on an inter-American jurisdiction of justice; cultural diversity in the development of international law; the strengthening of the consultative capacity of the Inter-American Juridical Committee; refugees; freedom of thought and expression; access to public information; and juridical-institutional cooperation with the Republic of Haiti.

The Inter-American Juridical Committee approved reports and adopted resolutions on these issues.

In 2009, the members of the Inter-American Juridical Committee were as follows: Jaime Aparicio (Bolivia, President); Ana Elizabeth Villalta (El Salvador); João Clemente Baena Soares (Brazil); Jean-Paul Hubert (Canada); Guillermo Fernández de Soto (Colombia); David P. Stewart (United States); Hyacinth Evadne Lindsay (Jamaica); Jorge Palacios (Mexico); Mauricio Herdocia (Nicaragua); Fabián Novak Talavera (Peru); and Freddy Castillo (Venezuela). At the thirty-ninth regular session of the OAS General Assembly (San Pedro Sula, Honduras, June 2-3, 2009), Ana Elizabeth Villalta Vizcarra (El Salvador) and Freddy Castillo Castellanos (Venezuela) were reelected, and Dr. Miguel Aníbal Pichardo Olivier (Dominican Republic) was elected to membership. The terms of these members began on January 1, 2010, and last four years. Worthy of note in this regard is that Dr. Baena Soares was elected to membership on the Inter-American Juridical Committee by the Permanent Council on March 4, 2009, in order to complete the term of his predecessor, Dr. Ricardo Silva Seitenfus, who resigned on December 18, 2008, to assume his appointment as Representative of the OAS in the Republic of Haiti. Moreover, the term of Dr. Jaime Aparicio ended on December 31, 2009.

Staff members of the Department of International Law, under the Secretariat for Legal Affairs, provided Secretariat services and technical support to the Committee.

Finally, in coordination with the Department of International Law, the Inter-American Juridical Committee organized the thirty-sixth Course on International Law from August 2 through 21, 2009. In attendance were 22 professors from various countries of the Americas and Europe, 29 OAS fellowship recipients selected from over 70 candidates, and seven students who paid their own expenses.

4.4 PAN AMERICAN DEVELOPMENT FOUNDATION

Established in 1962, the Pan American Development Foundation (PADF) is a private, nonprofit, nongovernmental institution that operates under a cooperation agreement concluded with the OAS to support development programs and assistance to victims of natural disasters and humanitarian crises. The Secretary General is Chairman of the PADF's Board of Directors, whose members include 20 leaders from the private sector from throughout the Hemisphere. The President of the Foundation is Frank D. Gómez, and the Vice Presidents are Philippe Armand of Haiti and Frank Kanayet Yepes of Colombia. Its Executive Director is John Sanbrailo and the Assistant Executive Director is Amy Coughenour-Betancourt. All the members of the Board of Directors work on a volunteer basis, serve as a support group to the OAS, and make monetary contributions and contributions in kind to the Foundation's programs.

The Foundation's mission is to promote integral development among the most disadvantaged in Latin America and the Caribbean, in order to create "a Hemisphere of opportunity for all." This mission is accomplished by forming innovative partnerships with private, public, and nonprofit organizations and institutions, in furtherance of the OAS' priorities. One of the Foundation's most important objectives is to strengthen civil society in the region and raise donations from businesses, corporations, civic groups, international agencies, and organizations like USAID, the World Bank, and the Inter-American Development Bank, and from national governments such as Canada and Colombia, among others.

In 2009, the PAFD raised funds for development programs that assisted over five million people, through programs to generate jobs, provide technical training, further agriculture, advance community and social development, strengthen civil society groups, protect human rights, and help the victims of natural disasters and humanitarian crises.

Working in close coordination with the OAS, the Foundation contributed more than US\$11 million in funding to Haiti. These funds assisted over one million Haitians through socioeconomic development programs, assistance for the victims of hurricanes and tropical storms, the provision of food aid and support to combat human trafficking and human rights abuses, and the promotion of greater cooperation between Haitian and Dominican groups along the common border.

The PADF also continued to carry out the Participatory Community Development Program (PRODEP and PRODEPAP) with funding from the World Bank and the Haitian government. This assistance went to more than 400 communities in 14 districts, including the troubled neighborhoods of Cité Soleil and Bel Air in Port-au-Prince. This program works to build up democratic participation through local infrastructure projects selected and prioritized by the communities.

In partnership with the World Food Program and private organizations, the Foundation expanded its “Together for Haiti” funding campaign, raising over US\$500,000 for food, employment, and agricultural development programs. More than 400 tons of enriched rice, valued at over US\$1 million, were shipped with the support of the OAS and the U.S. Southern Command, which financed the associated shipping costs and local logistics. The Foundation also provided assistance for programs to prepare for and mitigate the impact of natural disasters, under the auspices of various corporate donors, including the Haitian-American Chamber of Commerce. USAID’s Office of U.S. Foreign Disaster Assistance (OFDA) contributed additional funds to the PADF for community projects to aid the recovery of damage caused by hurricanes.

In Haiti, the Foundation headed up a program to protect human rights with the goal of building local capacity to monitor, provide direct assistance to, and prevent human rights violations. More than 1,000 victims were assisted, building confidence and social stability and strengthening more than 55 community organizations to combat trafficking in women and children and community violence, while providing counseling services. With funding from the Government of Canada, the prison at Cap Haïtien has been refurbished, and an administrative complex was built in the border city of Belladeres, to increase security and the government’s presence on the border. Likewise, efforts continued to promote cooperative ties among nongovernmental organizations on the border between Haiti and the Dominican Republic, as a means of fostering greater cooperation and dialogue among nongovernmental organizations and public and private entities in the two countries.

In response to the most acute humanitarian crises in the Hemisphere, the PADF continued to expand its programs in Colombia, to support the displaced, Afro-descendants, and *campesinos* who have opted to stop cultivating illicit crops. These programs have helped more than 359,000 people. Working in collaboration with local organizations, the programs offer assistance in basic services, generating income and employment, and institution building. By the end of 2009, these programs had already funded more than 200 projects in more than 100 municipalities across the country. The Fund also provided assistance to groups of vulnerable Colombians along the borders with Ecuador, Venezuela, and Panama. Under the Areas for Municipal Alternative Development (ADAM) program, and in collaboration with the Colombian Government, 52 productive projects have been implemented, providing assistance to *campesino* organizations and cooperatives for the cultivation and marketing of new farm products, which have benefited over 8,000 families. Similarly, an innovative program of the Colombian Government and the PADF has been implemented through the OAS, which provides Colombian technical assistance to countries of the Caribbean Basin and to other developing countries, known as a “South-South cooperation strategy.”

In Bolivia, the Fund has successfully completed implementation of a program in the department of Santa Cruz to enable access to land. It provided legal assistance to four communities to help them with the process of acquiring title to lands. The PADF also provided training in the peaceful settlement of disputes and community development. In addition, more than 350 families have benefited from revenue-producing initiatives to increase their household income and quality of life.

The Foundation continued to support projects in corporate social responsibility in various countries of the region, which helped to increase private contributions to integral development projects and programs to assist victims of natural disasters. In 2009, the PADF's Program of In-Kind Donations sent medical equipment, tools, and emergency supplies to Colombia, Haiti, Honduras, El Salvador, Guatemala, Panama, Peru, and Uruguay, valued at over US\$4.9 million.

The PADF successfully implemented the second phase of the project entitled Disaster Management Alliance, sponsored by the OFDA/USAID. It also served as an OAS vehicle for raising more private-sector funding to respond to natural disasters in the Hemisphere. The Foundation worked with the Inter-American Network for Disaster Mitigation of the OAS. In January, the PADF led the inter-American response to supply humanitarian aid to the victims of the devastating earthquake in Port-au-Prince, Haiti. In support of the Inter-American Democratic Charter, the Foundation stepped up its efforts to strengthen civil society institutions throughout the region, creating ties with private and governmental donors in order to strengthen democratic values and practices in the Americas.

In 2009, the PADF concluded its financing for the program *Manos Unidos por El Salvador*, carried out with Salvadoran immigrant organizations living in the United States. The program helps provide better educational opportunities to children in the public education system. The Foundation worked with 22 groups of Salvadorans in metropolitan Los Angeles and Washington, D.C., to co-finance as many education projects in El Salvador. Those projects benefited over 15,000 students by building new classrooms, computer centers, science labs, libraries, and making other improvements.

With the participation of Secretary General José Miguel Insulza, the Foundation's Board of Directors held its biannual meeting in Washington, D.C., in May 2009, in which it singled out the work of the PAFD in the border region between Haiti and the Dominican Republic and sought to improve private funding for its program in Haiti. In October, the PAFD Board met in Miami, with Assistant Secretary General Ambassador Albert Ramdin participating, where it recognized the achievements of community leaders of Colombia, Haiti, El Salvador, and other countries at the event "Heroes of the Hemisphere," which was held aboard the vessel *Liberty of the Seas*. The event was sponsored by Royal Caribbean Cruises Ltd., a member of the Foundation's Board of Directors. The Foundation's Executive Director and Assistant Executive Director participated in meetings of several OAS committees, such as the Inter-American Committee on Natural Disaster Reduction, the "Friends of Haiti" group, and the Centennial Celebration Committee to mark the dedication of the OAS main building.

The PADF continued to implement its Strategic Plan for 2008-2012, which will steer its growth in support of the OAS and the inter-American system, while strengthening the role of civil society and the private sector so as to enhance integral development in the region. The Foundation continued to encourage corporate social responsibility as a mechanism to increase the financing available for integral development projects and to aid more victims of natural disasters and humanitarian crises. The Foundation is preparing for 2012, when it will celebrate its 50th Anniversary as a basic private entity of the inter-American system.

4.5 PAN-AMERICAN HEALTH ORGANIZATION

Established in 1902 by the Second International Conference of American States, the Pan American Health Organization (PAHO) is the regional specialized organization in health matters in the inter-American system, and the Regional Office for the Americas of the World Health Organization (AMRO/WHO). The mission of PAHO 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.”

The following excerpts from the 2008-2009 Annual Report of the PAHO Director, entitled **“Advancing toward Health for All: Progress in Primary Health Care in the Americas,** illustrate some of the Organization’s technical cooperation activities:

The countries of the Americas are today grappling with many of the same fundamental health challenges that gave rise 30 years ago to Alma Ata’s call for “Health for All by the Year 2000.” Despite impressive gains in life expectancy and other aggregate indicators, millions of people still lack access to health care and other conditions essential for good health. Health systems are plagued by high costs and inefficiencies and have had difficulty responding to major changes in epidemiologic and demographic trends. National health budgets are perpetually underfunded despite widespread acceptance of Alma Ata’s message that promoting and protecting health is essential to sustained economic and social development and good quality of life.

Over the past three decades, many countries have tried to tackle these problems through health system reform, but their efforts have had limited, mixed, and even counterproductive results. Health sector reforms of the 1980s and 1990s sought to improve cost-effectiveness and financial sustainability through decentralization, deregulation, and competition but left health systems segmented and fragmented, providing different kinds of care to different groups with little coordination, continuity, or equity. [...]

Based on a draft by the special Working Group on Primary Health Care and input from the 46th Directing Council in September 2005, PAHO produced *Renewing Primary Health Care in the Americas*, a position paper that redefines the approach and lays out strategic and programmatic orientations for building health systems based on the renewed vision. [...] In September 2005, PAHO’s 46th Directing Council expressed its support for the new approach in the Regional Declaration on the New Orientations for Primary Health Care (Declaration of Montevideo). It was further endorsed in the final declaration of the international conference Buenos Aires 30/15: from Alma-Ata to the Millennium Declaration (Buenos Aires Declaration) in 2007, in the Iquique Consensus of the 9th Ibero-American Conference of Ministers of Health, in the Health Agenda for the Americas 2008–2017, and at the Fifth Summit of the Americas (Declaration of Commitment of Port of Spain) in April 2009. [...]

The PAHO/WHO position paper presents three core values, seven principles, and 13 essential elements that are the building blocks of primary health care–based health systems. Together they create health systems that guarantee universal coverage and access to services that are acceptable to the population and that provide comprehensive, integrated, and appropriate care over time, with an emphasis on prevention and health promotion. [...]

The [Annual] [R]eport lays out four areas of primary health care–based reform that are critical for building successful health systems:

- **Universal coverage.**

To reduce health inequities, all people must have access to health care according to need and regardless of their ability to pay. [...]

- **Service delivery.**

To respond to people’s needs and expectations, health care must be “people-centered.”

- **Public policies.**

Many of the most important determinants of health are beyond the reach of the health sector. Countries must pursue cross-cutting and integrated public policies that encourage prevention and health promotion, and that ensure intersectoral collaboration to address the social determinants of health.

- **Leadership.**

Health systems are not evolving on their own toward greater fairness, efficiency and effectiveness. A new direction requires active leadership. [...]

In the Americas, a growing number of countries have embraced the new vision of primary health care and are carrying out initiatives based on these key principles and lines of action. These range from efforts to improve the quality and acceptability of health services to laws and legal frameworks that promote universal health coverage. These include provisions in the new constitutions of Bolivia, Ecuador, and Venezuela that specify health as a basic right of all citizens and assign the State responsibility for guaranteeing inclusion and access to health services.

Other major examples of progress toward universal health coverage in recent years include: the specific efforts of Argentina, Bahamas, Brazil, Chile, Dominican Republic, El Salvador, Mexico, Nicaragua, Peru, Uruguay, and others.

Countries of the Region are also making important progress through efforts to better integrate and coordinate their health services, expand access to comprehensive care, encourage prevention and health promotion, and address the social determinants of health. [...] Together, these efforts reflect meaningful progress in moving the Region of the Americas closer to its collective goal of “Health for All.”

- **PAHO Governing Bodies Meetings in 2009:**

- Third Session of the Subcommittee on Program, Budget, and Administration of the Executive Committee (March 11 through 13);
- 144th Session of the Executive Committee (June 22-26);
- 49th Directing Council, 61st Session of the Regional Committee of WHO for the Americas (September 28 through October 2); and
- 145th Session of the Executive Committee (October 2).

4.6 PAN-AMERICAN INSTITUTE OF HISTORY AND GEOGRAPHY (PAIGH)

Established by the Sixth International Conference of American States (Cuba, 1928), the PAIGH offers the member states technical cooperation, provides training at research centers, circulates publications internationally, and organizes technical meetings in the fields of cartography, geography, history, and geophysics. The Institute addresses the growing demand of the international scientific community in its task of land interpretation, with a geographical and historical analysis and an authentic continental vision.

▪ Economic Status and Execution of the Technical Assistance Program

In 2009, the execution of the institutional program of the General Secretariat has been undertaken under normal conditions. The income of the PAIGH is limited to the maintenance quotas contributed by the member states, which have not been modified since 1996. Nonetheless, the Operational Fund is currently sound and its 2009 income has increased thanks to the prompt payment of the annual maintenance quotas to the Institute by 15 of its 19 active member states.

As part of the 2009 Regular Fund budget, the Forty-first Meeting of the Institute's Directing Council (El Salvador, 2008) approved a Technical Assistance Program consisting of 35 projects in the four Commissions worth US\$181,660, and the Program was executed without incident.

During the quinquennium, a total of 147 projects were approved with Institute resources. Executed by 17 member states, the total value of these projects, including the counterpart contributions of the bodies participating in the execution of the Technical Assistance Program, was US\$3,039,571. Insofar as the distribution of the allocation of resources is concerned, Chile (34), Mexico (26), and Brazil (16) are assigned one out of every two projects that are approved.

The PAIGH's contribution to human resource training and capacity building in the Member States is significant. During the quinquennium, the Institute granted aid through a total of 396 partial or full grants that benefited all the Member States, although one out of every two grant recipients aided was from Ecuador (49), Chile (41), Mexico (37), Argentina (33) and Costa Rica (32).

▪ Development of the Periodic and Occasional Publications Program

Since 2005, the General Secretariat has produced its Periodic and Occasional Publications Program with digital technology. Thus production, which amounts to almost 14,000 copies, represents a significant "green production" savings. Under conventional methods, the figure would have been close to 32,500 copies. Likewise, work continues to enrich the Periodic and Occasional Publications Program of the PAIGH, which by year's end included 228,373 copies.

▪ Pan American Agenda for the Advancement of the PAIGH 2010-2020

At its Fortieth Meeting (Colombia, 2007), the Institute's Directing Council undertook to develop a PAIGH agenda with a view to strengthening the Institution's role as a coordinator of regional

competencies and Pan American forum for the spatial and temporal sciences. At the Institute's Nineteenth General Assembly (Ecuador, 2009), Resolution 4, which established the parameters for the execution, development, and assessment of the agenda, was approved. The aim is to innovate and make the scientific work of the Institute more relevant. This could be the case for key issues such as climate change, vulnerability and risks associated with natural disasters, geographic information infrastructure, territorial organization, and regional integration.

▪ **GeoSUR Program**

In 2006, the Andean Development Corporation (CAF) invited the PAIGH to jointly develop the "GeoSur Program" project. Within GeoSUR, human resource training activities at participating geographic institutes have taken place, technological assistance has been provided, and online services have been developed. In a few words, GeoSUR makes relevant geographic information available to South American professionals and decision makers.

▪ **Cooperation with Permanent Observer Countries**

In late 2005, the Institute signed a new cooperation agreement with the National Geographic Institute of Spain (IGNE), which has met with excellent results in several fields. For instance, the PAIGH has organized a series of annual courses with IGNE aimed at training human resources in spatial data (through which the PAIGH has instructed 250 professionals from the region). The Institute has also backed publications and exhibitions, as well as the establishment of the new Ibero-American Network of Geographic Information Infrastructures (R3IGeo) initiative, which will serve as a framework for other cooperation projects.

▪ **Pan American Laboratory for the Observation of Natural Disasters**

This initiative is attributable to Resolution 4 of the Institute's Forty-first Directing Council (El Salvador, 2008) and the results of the project backed by the Commissions on Geography and Geophysics "Detection and Follow-Up of Forest Fires in Mexico and Central America," undertaken under the responsibility of Mexico's National Meteorological Service. The main goal in this regard is to develop a multidisciplinary analysis of risks and situations connected to specific disasters that are not necessarily on the regional agenda of priorities, in order to attract the attention of academicians, specialists, related bodies, and bilateral and multilateral aid institutions.

▪ **Meetings and Statutory Matters**

In 2009, the following statutory meetings were held:

- Seventy-first Meeting of Authorities (Ecuador, June 29 and 30);
- Second Workshop to Prepare the Pan American Agenda 2010-2020 (Mexico, September 28 and 29);
- Seventy-second Meeting of Authorities (Ecuador, October 25);
- Consultative Technical Meetings of the PAIGH Technical Commissions (Ecuador, October 26 and 27); and
- Nineteenth General Assembly (Ecuador, October 28 to 30).

V. ACTIVIDADES DEL SECRETARIO GENERAL Y EL SECRETARIO GENERAL ADJUNTO FUERA DE LA SEDE

5.1 Activities of the Secretary General away from Headquarters

January

Madrid, Spain, 14-16

High level meeting at the Ibero-American Secretariat.

Davos, Switzerland, 27-31

World Economic Forum (speaker at the 2nd session on Latin America and the Caribbean)

February

El Alto, Bolivia, 6-8

Special Invitee at the Signing of the Bolivian Constitutional Referendum.

Xalapa, Veracruz, 11-12

Attended to receive the - Doctor Honoris Causa - Award by the “Universidad Veracruzana”

San Salvador, El Salvador, 13

Meeting with the candidates for the Presidential Election.

Port of Spain, Trinidad and Tobago, 17-18

Awarded by the Electoral Tribunal for his contribution to Democracy in the region.

Summit of the Americas pre-visit.

Meeting with the Prime Minister Patrick Maning.

Quito, Ecuador, 26-27

Official visit to Ecuador.

Meeting with President Rafael Correa and Minister of Foreign Affairs.

Marzo

Asuncion, Paraguay, 2-3

Seminary on Justice organized by the Paraguayan Government and the Secretariat of Political Affairs.

Montevideo, Uruguay, 4-6

Official Visit to President Fernando Lugo.

E-Government Seminary organized by Secretariat of Political Affairs.

Buenos Aires, Argentina, 9

Official visit to President Cristina Fernandez and Minister of Foreign Affairs.

Meeting with Minister of Justice.

Brasilia, Brazil, 10-11

Official visit to the Minister of Foreign Affairs.

Kingston, Jamaica, 17-18

Official visit to the Prime Minister.

Santiago de Chile, 26-28

Progressive Leadership Summit, Speaker at the 3rd Session on Democracy and Social Development in Latin America

Medellin, Colombia, 30-31

Inter-American Development Bank Governors Assembly

April

Port of Spain, Trinidad and Tobago, 15-19

Boston, USA, 23

New York, NY, 30

V Summit of the Americas.

Keynote speaker at the Harvard Annual Latino Meeting.

Speaker at the Council of the Americas.

May

Strasbourg, France, 7

Madrid, Spain, 11-12

Guatemala City, 25-26

Special invitee at the Council of Europe
Official visit, meeting with Minister of Foreign Affairs.

Speaker at Club de Madrid.

Official visit and meeting with President Alvaro Colom and Minister of Foreign Affairs.

June

San Pedro Sula, Honduras, 1-3

Montreal, Canada, 8-9

Mexico City, 25-26

Managua, Nicaragua, 29-30

OAS General Assembly

Conference of Montreal, Keynote lecture at the 3rd session of the Week: "Challenges of Democracy in Latin America".

Invited as a Keynote Speaker at the National Autonomous University of Mexico.

Meeting with Minister of Foreign Affairs and the Attorney General.

Extraordinary Meeting of the Rio Group and SICA organized for analyzing the Honduras crisis resulted by the Coup d'état.

July

Georgetown, Guyana, 2

Tegucigalpa, Honduras, 3-6

Santiago, Chile, 13-14

Liberia, Costa Rica, 28-30

Quito, Ecuador, 31

CARICOM Heads of Government Meeting

First Special Mission of the Secretary General to Honduras to facilitate and mediate in the conflict between the de facto government and President Manuel Zelaya.

Keynote Speaker at the Political Science Seminar organized by the Universidad Diego Portales.

SG Club de Madrid.

Special Invitee at the Rio Group Meeting.

Good offices mission between Ecuador and Colombia.

August

San José, Costa Rica, 2

Meeting with President Oscar Arias and the First Vice-President of Spain Teresa

Brasilia, Brazil, 3

Montevideo, Uruguay, 4
Santo Domingo, Dominican Republic,
26-27

September

Buenos Aires, Argentina, 2

Santiago, Chile, 3-4

Asuncion, Paraguay, 7-8

Ottawa, Canada, 13-14

South Ben, Indiana, 18

New York, NY, 22-25
Santiago de Chile, 28

Fernandez de la Vega.
Meeting with the Minister of Foreign Affairs,
Mr. Celso Amorin.
Pre-Ministerial of Security
Special Invitee and Speaker at the Centro-
American Parliament Meeting.

Keynote speaker at the Seminar organized by
the Argentinean Supreme Court of Justice.
Special Invitee at the 50th Anniversary of the
Interamerican Commission of Human Rights.
Official visit to President Fernando Lugo and
meeting with Minister of Foreign Affairs.
Speaker at the Inter-parliamentarian Forum of
the Americas.
Recipient of the Notre Dame University
Latino Award.
UUNN General Assembly
Invitee to inaugurate the Inter-American
Forum of Competitiveness.

October

Miami, Florida, 6

Tegucigalpa, Honduras, 7

Quito, Ecuador, 8-9

Kingston, Jamaica, 16

Montego Bay, Jamaica, 27

Meeting with the Commission of Ministers of
Foreign Affairs that traveled to Honduras.
Visit of the Commission of Ministers of
Foreign Affairs.
Mission of good offices between Ecuador and
Colombia.
Official visit to the Prime Minister H.E. Bruce
Golding and meeting with Minister of Foreign
Affairs.
Special invitee to inaugurate the Inter-
American Institute of Cooperation on
Agriculture annual meeting.

November

Quito, Ecuador, 3

Santo Domingo, Dominican Republic, 4

Montego Bay, Jamaica, 5

Miami, Florida, 18

Mission of good offices between Ecuador and
Colombia.
Special invitee to inaugurate the second
Meeting of Minister of Public Security of the
Americas.
The Rio Group meeting. Speaker at the
second session of the meeting about the
Honduras crisis.
Special invitee to inaugurate the annual
meeting of the Inter-American Drug Abuse

Port of Spain, Trinidad and Tobago, 24-27

Estoril, Portugal, 29-30

December

Buenos Aires, Argentina, 7

Montevideo, Uruguay, 8

Control Commission.

Special Invitee at the Commonwealth Head of State Meeting.

Speaker at the second session of the Ibero-American Summit.

Keynote speaker at the Academic Seminar organized by the Chilean Embassy in Buenos Aires.

National meeting on Democracy and citizenship.

Meeting with the President Elected Mr. Jose Mujica.

5.2 Activities of the Assistant Secretary General away from Headquarters

January

- 01/25/2009 St. Augustine, Trinidad and Tobago- University of the West Indies (UWI), Distinguished Lecture: "A New Moment of Change in the Western Hemisphere: Realities and Opportunities"
- 01/29/2009 Port-au-Prince, Haiti - Inauguration of the Resource Centre for Materials Adapted for Individuals with Special Needs USAID/OAS

February

- 02/04/2009 San Jose, Costa Rica- Municipalities Organizations RIAD Process Meeting; CICAD/ CICTE Workshop on Terrorism Financing; Meetings with Inter-American Institutions
- 02/11/2009 St. John's, Antigua and Barbuda - Electoral Observation Advance Mission
- 02/19/2009 New York, USA- CARICOM Meeting; Meetings on Haiti w/ Edmond Mulet et al.
- 02/24/2009 Canada, Ottawa- Haiti Workshop in preparation of Donor Meeting

March

- 03/05/2009 St. Georges, Grenada- Presentation of the final report of the OAS Electoral Observation Mission; Seminar on Electoral Observation Mission Reports
- 03/10/2009 St. John's, Antigua and Barbuda- Electoral Observation Mission
- 03/16/2009 Panama City, Panama- First session of the Regional Platform for Disasters Risk Reduction
- 03/22/2009 Ottawa, Canada- Canadian International Development Agency (CIDA) Policy Workshop on Haiti
- 03/24/2009 Buenos Aires, Argentina- Second Meeting of National Authorities on Trafficking in Persons

April

- 04/15/2009 Port of Spain, Trinidad and Tobago - Summit of the Americas

May

- 05/07/2009 Kingston, Jamaica - CARICOM Council for Foreign and Community Relations (COFCOR) Meeting
- 05/13/2009 Paramaribo, Suriname- Official Visit- Meeting with President Ronald Venetiaan and the Minister of Foreign Affairs, Lygia Kraag-Keteldijk.
- 05/17/2009 Georgetown, Guyana- Regional Diplomatic Training Program for Mid-Career Diplomats in the Caribbean Community; Meetings with President Bharrat Jagdeo.

June

- 06/04/2009 Kingston, Jamaica - 34th Annual Caribbean Studies Association Conference
- 06/17/2009 Geneva, Switzerland- Second Session of the Global Platform for Disaster Risk Reduction
- 06/19/2009 Belmopan, Belize- University of Belize Commencement Ceremony, Keynote speaker
- 06/21/2009 Basseterre, St. Kitts and Nevis- Regional Ministerial Conference on Youth Violence Prevention and Crime

July

- 07/01/2009 Georgetown, Guyana - CARICOM Heads of Government Meeting
- 07/16/2009 Port au Prince, Haiti- 50th Anniversary of the IDB; Meetings with MINUSTAH

August

- 08/09/2009 Quito, Ecuador- Inauguration of President Rafael Correa Delgado; 200th Anniversary of Independence Celebration; IV Inter-American Meeting of Ministers of Education
- 08/02/2009 Port au Prince, Haiti - Joint Mission of Inter-American Institutions to Haiti

September

- 09/08/2009 Santiago, Chile- Official visit to Chile; Seminar: "Haiti: Bases which generate institutionalism"
- 09/10/2009 Bogota, Colombia- 1st Conference on Economic and Financial Education in Latin America and the Caribbean; Visit to OAS Projects in conflict areas.
- 09/24/2009 New York, USA- UN General Assembly; Meeting of Haiti Key Players Group; CARICOM COFCOR Meeting; Launch Inter-American Social Network

October

- 10/08/2009 Paris, France- Official Visit
- 10/11/2009 Rome, Italy- UN World Food Program: How to Feed the World in 2050
- 10/22/2009 San Juan, Puerto Rico - University of Puerto Rico Distinguished Lecture
- 10/23/2009 Miami, USA- PADF Heroes of the Americas
- 10/25/2009 Bogota, Colombia - Specialized CIDI Meeting of High-Level Cooperation Authorities
- 10/30/2009 Port of Spain, Trinidad and Tobago- Official Visit

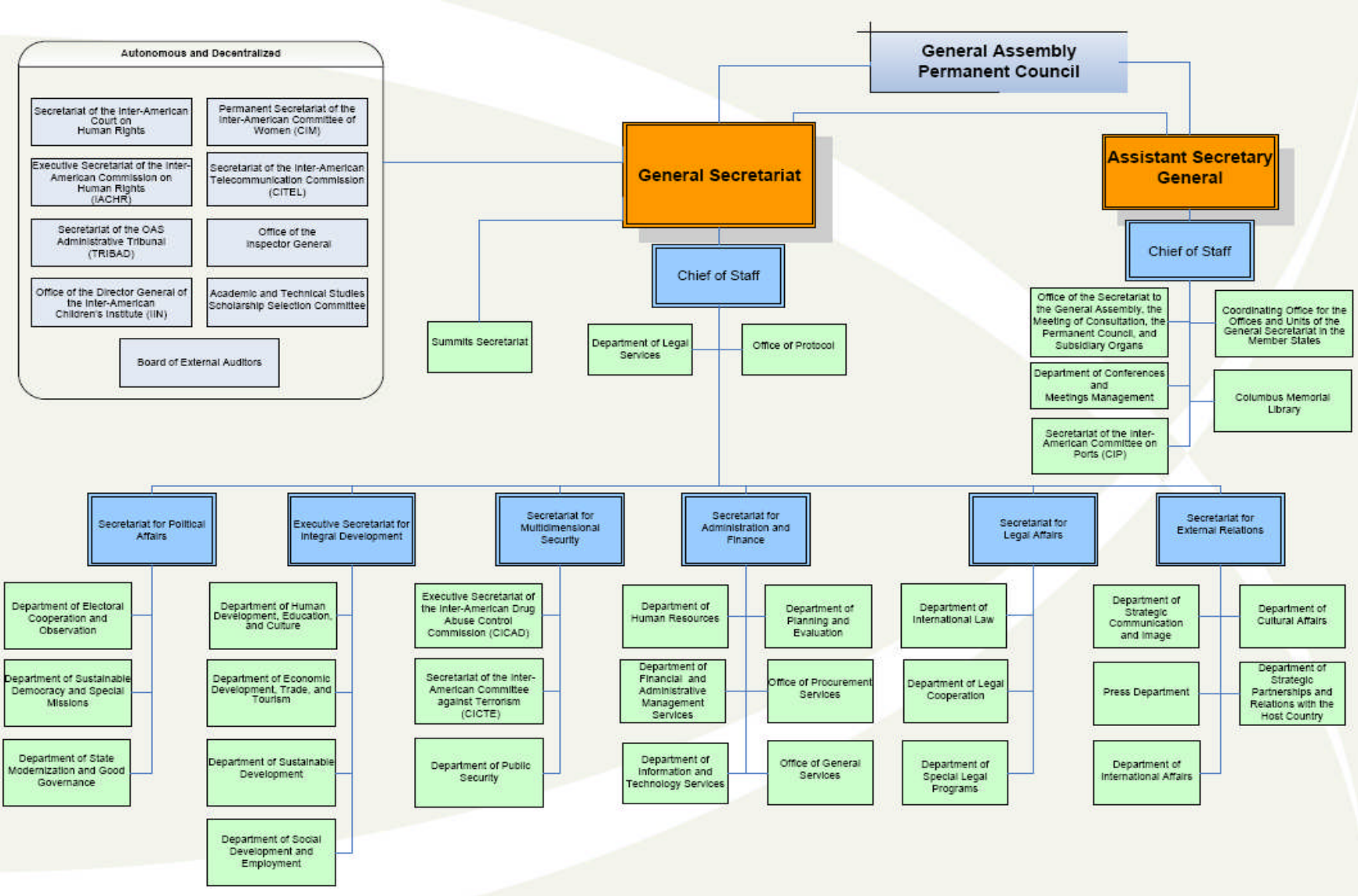
November

- 11/01/2009 Paramaribo, Suriname- Keynote, Democracy, Development and Leadership Conference
- 11/09/2009 Port of Spain, Trinidad and Tobago- Caribbean Law Institute- “Current developments in Caribbean Community Law”
- 11/03/2009 Mexico City, Mexico- Hemispheric Conference on Coordination for International Cooperation with the Republic of Haiti
- 11/27/2009 Port au Prince, Haiti- Official Visit, Meeting with President Preval and Govt. Officials

December

- 12/01/2009 Miami, USA- 33rd Miami Conference on the Caribbean & Central America
- 12/8/2009 New York, USA- Council on Foreign Relations meeting
- 12/27/2009 Basseterre, Saint Kitts and Nevis- Signature of the OECS Treaty of Basseterre

APPENDICES



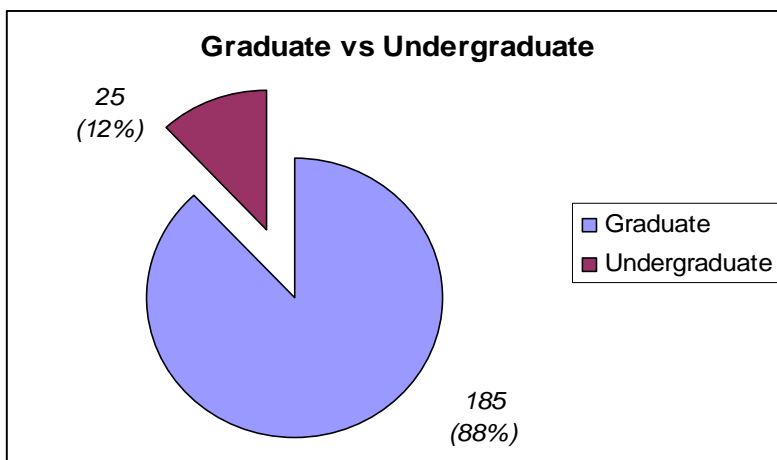
OAS ACADEMIC SCHOLARSHIP AND TRAINING PROGRAMS

2009-2010 Academic Scholarship Cycle Statistics as of February 15th 2010

NOTE: The statistics for 2009-10 reflect the total number of OAS Academic Scholarships grantees. Owing to pending placements, the final number of 2009-10 Scholarship Recipients will change.

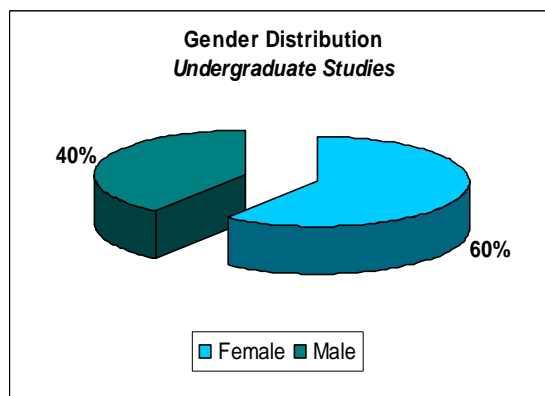
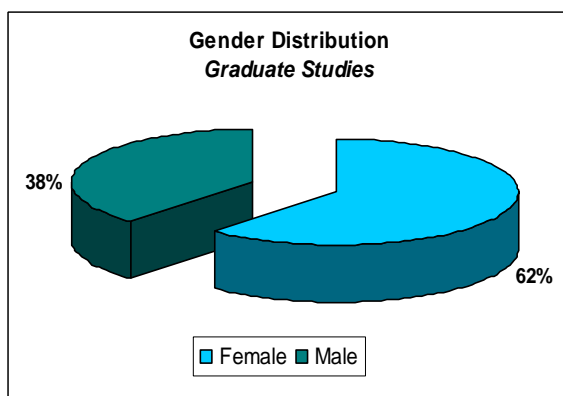
I - Number of Scholarships

	GRADUATE	UNDERGRADUATE
Total selected candidates	237	29
Declinations and cancellations	52	4
Total Awardees	185	25



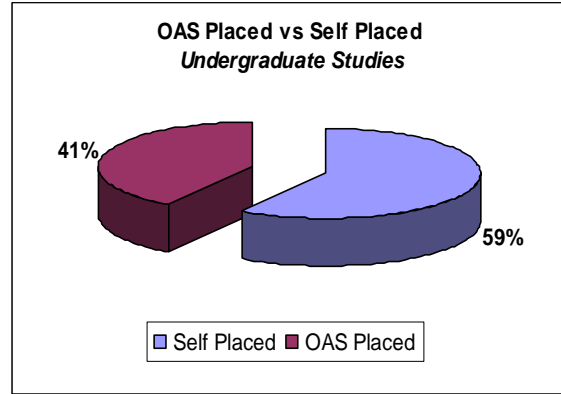
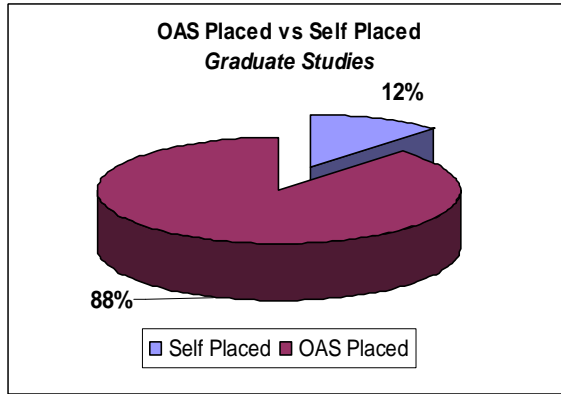
II – Gender distribution

	GRADUATE	UNDERGRADUATE
Female	114	15
Male	71	10



III – Placement distribution

	GRADUATE	UNDERGRADUATE
Self Placed	22	16
Placed by the OAS	163	11



* Placement status up to February 15th, 2010:

Graduate grantees:

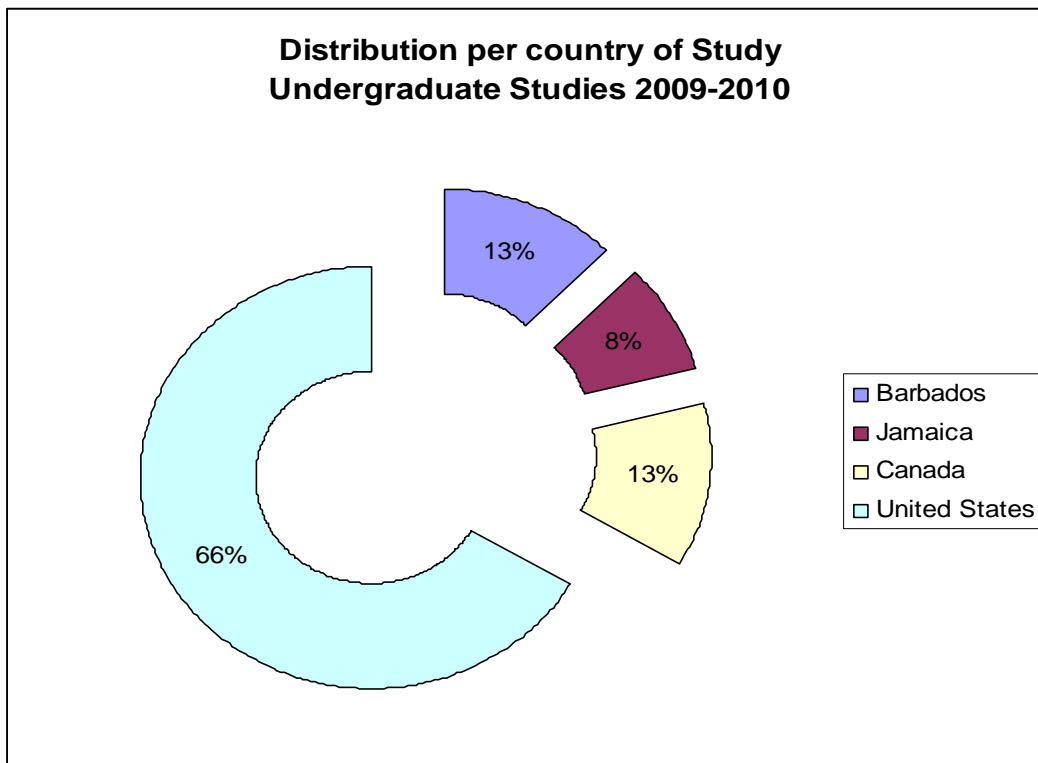
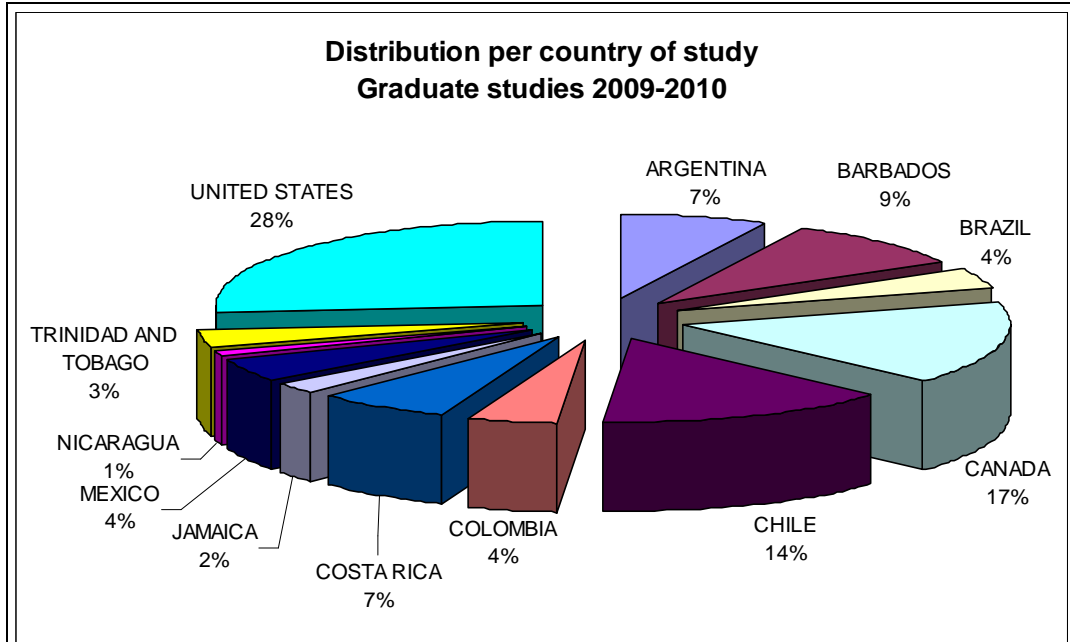
	Placement Completed	Pending for Placement
Self Placed	22	0
DHDEC placement units	157	4
LASPAU	2	0
Total cases completed		181
Total pending cases		4

Undergraduate grantees:

	Placement Completed	Pending for Placement
Self Placed	15	0
DHDEC placement units	9	1
LASPAU	0	0
Total cases completed		24
Total pending cases		1

IV- Distribution per country of study

For these charts, only students that have received and accepted contracts have been considered (Graduate: 181, Undergraduate: 24).



Professional Development Scholarships awarded through PDSP in 2009						
#	Country	Onsite	Online	Onsite/ Online	Total scholarships awarded	Total after declinations
1	Antigua and Barbuda	2	0	0	2	2
2	Argentina	20	28	6	54	54
3	Bahamas	0	0	1	1	1
4	Barbados	2	0	2	4	4
5	Belize	1	0	0	1	1
6	Bolivia	8	22	2	32	32
7	Brazil	7	14	0	21	19
8	Canada	2	0	2	4	4
9	Chile	14	62	4	80	80
10	Colombia	13	73	5	91	88
11	Costa Rica	16	47	1	64	61
12	Dominica*	0	0	0	0	0
13	Dominican Republic	11	14	0	25	24
14	Ecuador	18	79	3	100	99
15	El Salvador	18	39	1	58	57
16	Grenada	2	1	0	3	3
17	Guatemala	17	18	2	37	35
18	Guyana*	0	0	0	0	0
19	Haiti	2	2	0	4	4
20	Honduras	6	13	0	19	17
21	Jamaica	3	1	0	4	4
22	México	17	33	4	54	54
23	Nicaragua	10	6	0	16	16
24	Panamá	14	40	1	55	54
25	Paraguay	17	35	3	55	53
26	Peru	23	64	7	94	94
27	Saint Kitts and Nevis	1	0	0	1	1
28	Saint Lucia	2	2	1	5	4
29	Saint Vincent and the Grenadines*	0	0	0	0	0
30	Suriname	3	3	1	7	7
31	Trinidad and Tobago	0	0	1	1	1
32	United States of America	3	0	3	6	6
33	Uruguay	22	57	1	80	79
34	Venezuela	12	28	2	42	41
	TOTAL	281	681	53	1020	999

*The OAS-DHDEC did not receive any scholarship applications of citizens of these countries. As of Feb, 2010

Note: These figures include the scholarships offered by the Royal Thai Government

OAS FINANCIAL STATEMENT

Table 1

Combining Statement of Assets, Liabilities and Fund Balance

As of December 31, 2009 with comparative totals for 2008

(Preliminary and unaudited)

(in thousands)

	Regular Fund	FEMCIDI	Specific Funds	Service Fund ^(A)	Combined	
					2009	2008
Assets						
Cash and equity in OAS treasury fund	5,251	10,161	98,610	8,781	122,803	131,460
Deferred charges related to future year's appropriations (B)	5,996	-	-	-	5,996	6,135
Due from tax equalization	6,990	-	-	-	6,990	4,118
Advances to employees and other receivables	651	-	-	41	692	181
Investment in fixed asset fund	56,247	-	-	-	56,247	55,540
Total Assets	75,135	10,161	98,610	8,822	192,728	197,434
Liabilities and fund balance						
Unliquidated obligations	4,842	1,054	11,596	2,616	20,108	21,372
Quotas / Pledges collected in advance	180	-	-	-	180	132
Amounts to be charged to future year's appropriations (B)	5,996	-	-	-	5,996	6,135
Due to regular fund	-	-	-	6,990	6,990	4,118
Accounts payable and other liabilities	413	43	579	481	1,516	2,123
Payroll terminations	278	-	-	2,101	2,379	2,351
Mortgage liability	22,730	-	-	-	22,730	23,140
Total liabilities	34,439	1,097	12,175	12,188	59,899	59,371
Fund balances:						
Restricted for fellowships	25	-	-	-	25	203
Financing for 2010 Regular Fund per AG/RES. 1 (XXXVII-E/09)	6,749	-	-	-	6,749	6,752
Unrestricted reserve subfund	405	-	-	-	405	6,149
Fund balance	-	9,064	86,435	(3,366)	92,133	92,559
Total fund balance	7,179	9,064	86,435	(3,366)	99,312	105,663
Restricted for fixed assets	33,517	-	-	-	33,517	32,400
Total liabilities and fund balance	75,135	10,161	98,610	8,822	192,728	197,434

(A) Includes Tax Equalization Fund.

(B) Present value of OAS Annuities (life payments to former Secretary Generals and former Assistant Secretary Generals).

Table 2

Combining Statement of Changes in Fund Balance

For the period ended December 31, 2009 with comparative totals for 2008

(Preliminary and unaudited)

(in thousands)

	Regular Fund	FEMCIDI	Specific Funds	Service Funds ^(A)	Combined	
					2009	2008
Increases						
Quota & pledge collections	80,838	990	-	-	81,828	91,449
Less prompt payment credits	(443)	-	-	-	(443)	(431)
Contributions	-	-	73,073	21	73,094	73,085
Tax reimbursement	-	-	-	3,635	3,635	4,121
Transfers	-	3,000	942	5,445	157 ^(B)	23
Interest income	385	243	2,247	72	2,947	3,674
Administrative and technical support	2,133	-	-	7,060	- ^(B)	83
Rental	498	-	-	1,312	1,810	1,846
Americas magazine subscriptions	228	-	-	-	228	267
Other income & refunds	966	384	1,372	3,177	3,753 ^(B)	4,976
Total Increases	84,605	4,617	77,634	20,722	167,009	179,093
Decreases						
Expenditures & obligations	90,296	6,685	63,021 ^(C)	16,780 ^(C)	162,106 ^(B)	160,516
Tax reimbursement	-	-	-	6,558	6,558	4,782
Transfers	-	-	5,929	1,368	1,404 ^(B)	1,739
Returns to donors	-	-	3,058	-	3,058	4,223
Supplementary appropriations	65	-	-	-	65	-
Americas magazine	169	-	-	-	169	167
Total Decreases	90,530	6,685	72,008 #	24,706	173,360	171,427
Net increase (decrease) during period	(5,925)	(2,068)	5,626	(3,984)	(6,351)	7,666
Fund balances, beginning of period	13,104	11,132	80,809	618	105,663	97,997
Fund balances, end of period	7,179	9,064	86,435	(3,366)	99,312	105,663

(A) Includes Tax Equalization Fund.

(B) Combining amount excludes interfund transactions.

(C) Net execution, comprised of 2009 expenditures plus 2009 Unliquidated Obligations less Carryover Obligations.

	2009*	2008
Secretary General	\$ 4,676.58	\$ 5,421.93
Assistant Secretary General	17,208.71	18,273.89
Autonomous and/or Decentralized Entities	11,147.71	8,257.39
Secretariat for Legal Affairs	2,784.76	3,684.08
Secretariat for Multidimensional Security	4,543.20	4,295.82
Secretariat for Political Affairs	4,265.10	3,732.25
Executive Secretariat for Integral Development	16,253.83	16,157.24
Secretariat for External Relations	5,269.03	3,200.52
Secretariat for Administration and Finance	11,056.98	11,819.80
Basic Infrastructure and Common Costs	12,887.72	12,412.78
Fellowships**	202.70	3,803.30
TOTAL	\$ 90,296.32	\$ 91,059.00
* During 2009 the structure of the Secretary General was modified according to the Executive Order No. 08-01 Rev. 3		
** Authorized for multiannual execution (2006 and 2007 appropriation)		

