FIFTY-THIRD REGULAR SESSION OEA/Ser.P

June 21 to 23, 2023 AG/doc.5819/23

Washington, D.C. 16 June 2023

Original: English

Item 16 on the agenda

DRAFT RESOLUTION

PROGRAM-BUDGET OF THE ORGANIZATION FOR 2024[[1]](#footnote-2)/[[2]](#footnote-3)/

(Agreed upon by the Permanent Council at its regular meeting held on June 16, 2023,   
and referred to the Plenary of the General Assembly for consideration)

THE GENERAL ASSEMBLY,

TAKING INTO ACCOUNT:

That, in accordance with Articles 54.e and 55 of the Charter of the Organization of American States, the General Assembly approves the program-budget of the Organization and establishes the basis for setting the quota that each government is to contribute to the maintenance of the Organization, taking into account the respective countries’ ability to pay and their determination to contribute in an equitable manner;

That, based on Article 86 of the General Standards to Govern the Operations of the General Secretariat of the Organization of American States (General Standards), the General Secretariat shall submit to the Permanent Council a proposed budget for use of the indirect cost recovery (ICR) resources, which shall be based on projected revenue equivalent to 90 percent of the average ICR obtained in the three years immediately preceding the year in which the program-budget is adopted, and that the General Assembly shall also adopt the ICR budget;

That the revenue to finance the program-budget includes quota income, income from interest and refunds, and other funds in accordance with Chapter IV of the General Standards;

The proposed 2024 program-budget of the Organization ([CP/doc. 5894/23](http://scm.oas.org/doc_public/ENGLISH/HIST_23/CP48021E03.docx)), presented by the General Secretariat on June 9, 2023 and the annual report of the Audit Committee to the Permanent Council ([CP/doc. 5874/23](http://scm.oas.org/doc_public/ENGLISH/HIST_23/CP47680E03.docx)), presented on May 31, 2023;

The “Report of the Chair of the Committee on Administrative and Budgetary Affairs on the activities of the CAAP and the Proposed Program-Budget of the Organization for 2024” (CP/CAAP-3918/23), presented in accordance with Article 60.b of the Charter of the Organization of American States;

The following resolutions:

[AG/RES. 1319 (XXV-O/95](http://www.oas.org/consejo/GENERAL%20ASSEMBLY/Documents/pl00095e05.doc)) “Modification and Clarification of Resolutions AG/RES. 1275 (XXIV-O/94) and CP/RES. 631 (989/94) for the Modification of the General Secretariat’s Staff Compensation System;”

AG/RES. 1757 (XXX-O/00), “Measures to Encourage the Timely Payment of Quotas,” modified by resolutions AG/RES. 2157 (XXXV-O/05) and [AG/RES. 1 (XLII-E/11)](http://scm.oas.org/IDMS/Redirectpage.aspx?class=AG/RES.(XLII-E/11)&classNum=1&lang=e) rev. 1;

[AG/RES. 1 (XXXIV-E/07) rev. 1](http://scm.oas.org/doc_public/ENGLISH/HIST_07/AG03819E08.doc) “Methodology for Calculating the Scale of Quota Assessments to Finance the Regular Fund of the Organization;”

[CP/RES. 1103 (2168/18) rev. 1](http://scm.oas.org/doc_public/ENGLISH/HIST_18/CP39515E03.doc) “Amendments to the Methodology for Calculating the Scale of Quota Assessments to Finance the Regular Fund of the OAS 2019-2023;”

AG/RES. 2942 (XLIX-O/19) “Strengthening Ethics, Oversight, and Transparency of the Organization of American States;”

[AG/RES. 1 (LI-E/16) rev. 1](http://scm.oas.org/IDMS/Redirectpage.aspx?class=AG/RES.%20%20(LI-E/16)&classNum=1&lang=e) “Comprehensive Strategic Plan of the Organization;”

[CP/RES. 1121 (2209/19)](http://scm.oas.org/doc_public/english/hist_19/cp40513e02.doc) “Strategic Planning of the Organization;”

[CP/doc. 5852/23 rev. 1](http://scm.oas.org/doc_public/ENGLISH/HIST_23/CP48069E03.docx) “Comprehensive Strategic Plan of the Organization of American States For 2023-2025;”

AG/RES. 2985 (LII-O/22) “Program-Budget of the Organization for 2023;”

BEARING IN MIND:

That, the Regular Fund notwithstanding, the specific funds are an important source of supplementary financing for the activities of the Organization and, therefore, should be consistent with the nature, purposes, and principles of the Organization, as envisaged in the Charter of the Organization of American States;

That, in accordance with Article 78 (b) of the General Standards, to ensure the regular and continuous financial operations of the General Secretariat, the amount of the Reserve Subfund of the Regular Fund shall be 30 percent of the total of the annual quotas of the member states;

That said fund lacks sufficient resources to fulfill its purpose, and it is advisable, accordingly, that efforts be made to increase such reserves, such as by setting, a priori, Regular Fund spending limits at a level below the gross total of quotas;

That the Permanent Council can continue to examine, through the CAAP, measures to encourage prompt payment of quotas and increase liquidity;

That it is fundamental for the General Secretariat to maintain a culture and practice of austerity, efficacy, accountability, efficiency, transparency, and prudence in the use, execution, and management of the Organization’s resources and ensure the allocation of adequate and sustainable financing to perform its work; and

The importance of the four pillars of the Organization – democracy, human rights, multidimensional security, and integral development – considers it necessary that they all be allocated adequate funding to operate properly with an equitable allocation of resources aimed at ensuring fulfillment of the mandates agreed upon by the political organs of the Organization,

RESOLVES:

1. FINANCING OF BUDGET APPROPRIATIONS

1. To approve resolution [CP/RES. 1225 (2434/23)](http://scm.oas.org/doc_public/ENGLISH/HIST_23/CP47933E03.docx) “Financing of the Program-Budget of the Organization for 2024,” adopted by the Permanent Council on May 31, 2023.[[3]](#footnote-4)/ [[4]](#footnote-5)/

2. To authorize the General Secretariat to utilize up to US$1,800,000 from the Indirect Cost Recovery Reserve Subfund (ICRRS) to finance the following projects, and to instruct the General Secretariat that resources from this appropriation that are not used for this purpose be reimbursed to ICRRS:

* 1. up to US$ 1,000,000 to finance an external third-party review;
  2. up to US$ 300,000 to finance an external assessment of the EU Pillar Agreement;
  3. up to US$ 500,000 to finance Enhanced Program Management Oversight, in accordance with parameters to be approved by the Committee on Administrative and Budgetary Affairs (CAAP).

3. The funds from the ICRRS approved to finance the projects in 2 above, should be made available for immediate use.

4. To request General Secretariat to report to the Permanent Council, through the CAAP, on a quarterly basis, a detailed report on implementation of the expenditures from the ICCRS itemized in number 2 continuing until all the projects are completed.

1. BUDGET APPROPRIATIONS
2. To approve and authorize the program-budget of the Organization for the fiscal year from January 1 to December 31, 2024, financed by funds not to exceed: 
   1. Regular Fund (RF) US$90,403,700
   2. Indirect Cost Recovery (ICR) US$ 6,941,000
3. To approve the appropriation levels for the Regular Fund and ICR, by chapter and subprograms, with the recommendations, instructions, or mandates detailed below:

|  |  |  |  |
| --- | --- | --- | --- |
|  |  | **RF** | **ICR** |
|  |  | **(US$1,000)** | **(US$1,000)** |
| **Chapter 1 - Office of the Secretary General** | | |  |
| 14A | Office of the Secretary General | 2,211.2 | 41.1 |
| 14B | Office of Protocol | 629.2 | 0.0 |
| **Chapter 1 - Office of the Secretary General Total** | | **2,840.4** | **41.1** |
|  |  |  |  |
| **Chapter 2 - Office of the Assistant Secretary General** | | |  |
| 24A | Office of the Assistant Secretary General | 2,223.2 | 0.0 |
| 24B | Office of the Secretariat to the General Assembly, the Meeting of Consultation, the Permanent Council, and Subsidiary Organs | 1,343.8 | 0.0 |
| 24C | Coordinating Office for the Offices and Units of the General Secretariat in the Member States | 4,911.1 | 0.0 |
| 24D | Conferences and meetings | 3,162.5 | 0.0 |
| **Chapter 2 - Office of the Assistant Secretary General Total** | | **11,640.6** | **0.0** |
|  |  |  |  |
| **Chapter 3 - Principal and Specialized Organs** | | |  |
| 34A | Secretariat of the Inter-American Court of Human Rights | 5,325.4 | 0.0 |
| 34B | Executive Secretariat of the Inter-American Commission on Human Rights (IACHR) | 10,727.9 | 128.0 |
| 34C | Executive Secretariat of the Inter-American Commission of Women (CIM) | 1,781.5 | 107.5 |
| 34D | Office of the Director General of the Inter-American Children’s Institute | 983.1 | 19.5 |
| 34E | Inter-American Juridical Committee (CJI) | 427.8 | 0.0 |
| 34F | Secretariat of the Inter-American Telecommunication Commission (CITEL) | 690.2 | 54.5 |
| 34G | Meetings of the CITEL Assembly | 56.2 | 0.0 |
| 34H | Inter-American Defense Board (IADB) | 790.1 | 0.0 |
| 34I | Pan American Development Foundation (PADF) | 70.1 | 0.0 |
| 34J | Trust for the Americas | 255.0 | 0.0 |
| 34K | IADB - Maintenance of the Casa del Soldado | 181.3 | 0.0 |
| **Chapter 3 - Principal and Specialized Organs Total** | | **21,288.6** | **309.5** |
| **Chapter 4 - Office of the Strategic Counsel for Organizational Development and Management for Results** | | | |
| 44A | Office of the Strategic Counsel for Organizational Development and Management for Results | 318.5 | 0.0 |
| 44C | Department of Press and Communication | 1,041.4 | 132.7 |
| 44E | Department of External and Institutional Relations | 691.5 | 367.7 |
| **Chapter 4 - Office of the Strategic Counsel for Organizational Development and Management for Results Total** | | **2,051.4** | **500.4** |
|  |  |  |  |
| **Chapter 5 - Secretariat for Access to Rights and Equity** | | |  |
| 54A | Secretariat for Access to Rights and Equity | 569.8 | 0.0 |
| 54B | Department of Social Inclusion | 1,488.3 | 0.0 |
| **Chapter 5 - Secretariat for Access to Rights and Equity Total** | | **2,058.1** | **0.0** |
|  |  |  |  |
| **Chapter 6 - Secretariat for Strengthening Democracy** | | |  |
| 64A | Secretariat for Strengthening Democracy | 1,163.9 | 958.4 |
| 64C | Department of Electoral Cooperation and Observation | 1,678.2 | 0.0 |
| 64D | Department of Sustainable Democracy and Special Missions | 827.2 | 0.0 |
| 64F | Department for Promotion of Peace and Coordination with Subnational Governments | 250.3 | 0.0 |
| **Chapter 6 - Secretariat for Strengthening Democracy Total** | | **3,919.6** | **958.4** |
|  |  |  |  |
| **Chapter 7 - Executive Secretariat for Integral Development** | | | |
| 74A | Executive Secretariat for Integral Development | 1,849.6 | 345.2 |
| 74C | Department of Economic Development | 1,570.9 | 0.0 |
| 74D | Department of Human Development, Education, and Employment | 3,384.9 | 0.0 |
| 74F | CIDI ministerial and inter-American committee meetings | 132.5 | 0.0 |
| 74G | Secretariat of the Inter-American Committee on Ports | 238.5 | 0.0 |
| 74I | Department of Sustainable Development | 1,037.0 | 0.0 |
| **Chapter 7 - Executive Secretariat for Integral Development Total** | | **8,213.4** | **345.2** |
|  |  |  |  |
| **Chapter 8 - Secretariat for Multidimensional Security** | | |  |
| 84A | Secretariat for Multidimensional Security | 1,255.4 | 371.3 |
| 84D | Secretariat of the Inter-American Committee against Terrorism (CICTE) | 602.4 | 158.1 |
| 84E | Department of Public Security | 736.0 | 102.2 |
| 84F | Multidimensional security meetings | 33.4 | 0.0 |
| 84G | Executive Secretariat of the Inter-American Drug Abuse Control Commission (CICAD) | 1,224.1 | 196.1 |
| 84H | Department against Transnational Organized Crime | 447.2 | 0.0 |
| **Chapter 8 - Secretariat for Multidimensional Security Total** | | **4,298.5** | **827.7** |
|  |  |  |  |
| **Chapter 9 - Secretariat for Hemispheric Affairs** | | |  |
| 94A | Secretariat for Hemispheric Affairs | 342.7 | 40.1 |
| 94B | Department of Effective Public Management | 833.0 | 0.0 |
| 94D | Art Museum of the Americas | 431.0 | 0.0 |
| 94E | Summits Secretariat | 406.0 | 0.0 |
| 94F | Columbus Memorial Library | 417.8 | 0.0 |
| **Chapter 9 - Secretariat for Hemispheric Affairs Total** | | **2,430.5** | **40.1** |
|  |  |  |  |
| **Chapter 10 - Secretariat for Legal Affairs** | |  |  |
| 104A | Secretariat for Legal Affairs | 911.7 | 116.6 |
| 104B | Department of Legal Services | 1,364.6 | 60.0 |
| 104C | Department of International Law | 1,244.9 | 0.0 |
| 104F | Department of Legal Cooperation | 825.9 | 0.0 |
| **Chapter 10 - Secretariat for Legal Affairs Total** | | **4,347.1** | **176.6** |
|  |  |  |  |
| **Chapter 11 - Secretariat for Administration and Finance** | | |  |
| 114A | Secretariat for Administration and Finance | 897.0 | 0.0 |
| 114B | Department of Human Resources | 2,660.5 | 113.5 |
| 114C | Department of Financial Services | 2,656.4 | 901.3 |
| 114D | Department of Information and Technology Services | 2,309.2 | 0.0 |
| 114E | Department of Procurement Services and Management Oversight | 1,428.1 | 758.3 |
| 114F | Department of General Services | 1,675.0 | 108.8 |
| **Chapter 11 - Secretariat for Administration and Finance Total** | | **11,626.2** | **1,881.9** |
|  |  |  |  |
| **Chapter 12 - Basic Infrastructure and Common Costs** | | |  |
| 124A | DOITS Core Infrastructure Operations | 1,413.9 | 0.0 |
| 124B | Office Equipment and Supplies | 43.8 | 0.0 |
| 124C | DOITS Application Development Operations | 401.2 | 154.9 |
| 124D | Building Management and Maintenance | 965.3 | 310.0 |
| 124E | General Insurance | 408.4 | 50.0 |
| 124F | Post Audits | 40.9 | 0.0 |
| 124G | Recruitment and Transfers | 117.9 | 0.0 |
| 124H | Terminations and Repatriations | 555.5 | 50.0 |
| 124I | Home Leave | 278.5 | 10.0 |
| 124J | Education and Language Allowance, Medical Examinations | 60.5 | 0.0 |
| 124K | Pensions for Retired Executives and Health and Life Insurance for Retired Employees | 4,296.2 | 0.0 |
| 124L | Human Resources Development | 64.8 | 0.0 |
| 124M | Contribution to the Staff Association | 5.0 | 0.0 |
| 124N | Contribution to AROAS | 5.0 | 0.0 |
| 124S | OASCORE Licensing | 302.1 | 247.9 |
| 124T | Demand Notes | 750.0 | 0.0 |
| 124U | Cleaning Services | 1,303.1 | 304.3 |
| 124V | Security Services | 920.6 | 207.5 |
| 124Y | Cloud Computing and Cybersecurity Operations | 243.0 | 0.0 |
| 124Z | Public Utilities | 1,027.9 | 242.4 |
| **Chapter 12 - Basic Infrastructure and Common Costs Total** | | **13,203.6** | **1,577.0** |
|  |  |  |  |
| **Chapter 13 – Monitoring and Oversight Bodies** | | |  |
| 133A | Secretariat of the OAS Administrative Tribunal (TRIBAD) | 298.5 | 52.0 |
| 134B | Office of the Inspector General | 914.0 | 74.2 |
| 134C | Audit Committee | 97.5 | 93.3 |
| 134D | Office of the Ombudsperson | 230.7 | 63.6 |
| **Chapter 13 – Monitoring and Oversight Bodies Total** | | **1,540.7** | **283.1** |
|  |  |  |  |
| **Chapter 14 - Meetings of the Political Bodies** | | |  |
| 144A | Regular sessions of the General Assembly | 110.0 | 0.0 |
| 144B | Permanent Council meetings | 345.0 | 0.0 |
| 144C | Preparatory Committee meetings | 30.0 | 0.0 |
| 144D | General Committee meetings | 20.0 | 0.0 |
| 144E | Meetings of the Committee on Juridical and Political Affairs (CAJP) | 105.0 | 0.0 |
| 144F | Meetings of the Committee on Hemispheric Security (CSH) | 105.0 | 0.0 |
| 144G | Meetings of the Committee on Administrative and Budgetary Affairs (CAAP) | 105.0 | 0.0 |
| 144I | Meetings of the Committee on Inter-American Summits Management and Civil Society Participation in OAS Activities (CISC) | 25.0 | 0.0 |
| 144J | Meetings of the Inter-American Council for Integral Development (CIDI) | 60.0 | 0.0 |
| 144K | Committee on Partnership for Development Policies (CPD) | 20.0 | 0.0 |
| 144L | Committee on Migration Issues (CAM) | 20.0 | 0.0 |
| **Chapter 14 - Meetings of the Political Bodies Total** | | **945.0** | **0.0** |
|  |  |  |  |
| **TOTAL** | | **90,403.7** | **6,941.0** |

3. To authorize the General Secretariat to utilize, in addition to the budget allocation for this purpose in the 2024 program-budget, up to US$174,475 from potential savings accrued during the 2024 budget execution in the event that the fifty-fourth regular session of the General Assembly is held at headquarters, as envisaged at Article 57 of the OAS Charter.

4. To submit in advance to the Permanent Council through the CAAP, should it be necessary to use those resources, a detailed estimate of the expected expenditures of up to US$174,475. The General Secretariat shall also provide an accounting of the use made of the resources within 90 days after the fifty-fourth regular session of the General Assembly if held at headquarters.

5. To instruct the Secretary General to make such adjustments, reductions, and restructurings as may be needed to comply with the level of expenditure of the Regular Fund for 2024, as well as with this resolution, in accordance with the legal framework of the General Secretariat and in line with the principles of austerity, efficacy, accountability, efficiency, transparency, and prudence.

6. To instruct the General Secretariat to identify savings during the fiscal year 2024, in order to redirect to finance up to US$50,000 proportionally per item as listed below:

34A – InterAmerican Court on Human Rights

34B – InterAmerican Commission on Human Rights

74D – Department of Human Development, Education and Employment

74G – Secretariat of the Interamerican Committee on Ports

74I – Department of Sustainable Development (for Energy and Climate Partnership of the Americas -ECPA)

84E – Department of Public Security

94D – Art Museum of the Americas

94F – Columbus Memorial Library

144J –CIDI meetings

This instruction will be applicable only for the fiscal year 2024.

1. PROVISIONS OF AN ADMINISTRATIVE AND BUDGETARY NATURE
2. Renewal of mandates
3. That the operative paragraphs listed in Annex I shall remain in force throughout the 2024 budgetary cycle with the respective amended timelines, if applicable, as established in the fourth column, “Change in Timeline and/or Periodicity,” of the table contained in said Annex.
4. To urge member states to continue to contribute to the fulfillment of the mandates from past resolutions that remain in force during the 2024 budgetary cycle, and to instruct the General Secretariat to continue to arrange the required measures and/or support for their implementation, as provided in those same mandates.
5. Accountability to member states
   1. To request the General Secretariat, specialized entities, and oversight bodies ~~to~~ submit the reports, strategies, and plans mentioned in this resolution to the Permanent Council and the CAAP, as appropriate, in keeping with Annex I and Annex II, such that the member states will be able to corroborate the information provided in a timely fashion and effectively follow-up on the fulfillment of mandates, Regular Fund budget execution, and execution of voluntary, specific, trust, and service funds, including ICR.
   2. The General Secretariat shall continue to publish the following updated information on the Organization’s website, in accordance with the Organization’s legal structure:
6. Organizational structure of each organizational unit.
7. On an annual basis, the report “Compliance of the Comprehensive Strategic Plan of the Organization” (strategic lines and objectives) approved in resolution AG/RES. 1 (LI-E/16) rev.1 and resolution CP/RES.1121 (2209/19).
8. The results of evaluations, monitoring, and audits of programs and operations.

1. Staffing per organizational unit, also including the salary scale adding the salary of the positions of the Secretary General and Assistant Secretary General and other benefits, as well as vacant positions.
2. Performance contracts (CPRs) awarded to natural and legal persons for the provision of services or a specific work product, pursuant to applicable regulations.

c.To request the General Secretariat to reimplement on a semiannual basis the instructional briefings on the basic elements of the administrative and financial management of the Organization.

1. Direct and indirect cost recovery

a. To request that the General Secretariat, in the first three years of implementation of the new Cost Recovery System adopted through CP/RES. 1204 (2391/22), conduct an annual analysis of the impact of the new policy and report on the results to CAAP by no later than the end of the 3rd quarter of each year. The analysis should highlight: results achieved; financial impacts for areas which previously received ICR as a substantial portion of funded positions or activities; cover, *inter alia*, the impact of the new policy on the level of incoming voluntary funds and the nature and scope of donor-funded projects; and include results from consultations with donors and OAS project managers/executing entities and identify areas for improvement for the consideration of member states.

b. Considering that resolution AG/RES. 2985 (LII-O/22) deleted the requirement that the Development and Cooperation Fund (DCF) contribute to the Regular Fund, it is also necessary to amend paragraph (m) of Article 86 of the General Standards to eliminate the obligation of making periodic deductions from the DCF to the Regular Fund.

1. OAS Scholarships and Training Program funds

a. To authorize the General Secretariat to use, in 2024, up to US$1,740,000 from the Regular Fund for the OAS Scholarships and Training Programs to finance the activities of the following programs: Partnerships Program for Education and Training (PAEC)**,** Professional Development Scholarships Program (PDSP**),** and the OAS Academic Programs, in a way to be defined by the Management Board of the Inter-American Agency for Cooperation and Development (IACD)

b. To authorize the Management Board of the Inter-American Agency for Cooperation and Development to use the $75,000 allocated to the Professional Development Scholarships Program (PDSP) under OAS Scholarship and Training Program, to execute a language proficiency training and certification program in the four languages of the OAS, to the extent that funding allows but in at least two languages. To instruct the SEDI to pursue additional resources to complement the PDSP funding, including but not limited to Cooperation with OAS member states and Observer member states. To urge member states and permanent observer states to provide human, financial and technical resources to support the program. Said training and certification should be made available to all citizens of all OAS member states through the OAS Scholarships and Training Program, which should adjust its procedures to effectively implement this language proficiency training and certification program.

5. Human resources

a. To instruct the General Secretariat to continue with the implementation of the Organization’s Comprehensive Human Resources Strategy for the Organization and to submit to the CAAP by March 30, 2024, an updated report showing the progress that has been made. The updated document should also reflect the advances in the implementation of the new Enterprise Resource Planning (ERP) system.

b. To instruct the General Secretariat to certify that the terms of reference for independent consultants and contractors/performance contracts (CPRs) financed by the Regular Fund or ICR Fund are relevant to and within the Secretariat that finances their contracts. Also, to instruct the Office of the Inspector General to perform an annual review of those terms of reference which would be presented to CAAP, to ensure compliance.

c. The member states recognize that in order to deal with possible spending reductions needed to fully account for the effects of inflation in the 2024 program-budget, the secretaries and executive secretaries should provide an accounting of and be authorized to make necessary changes to their organizational units, including to reorganize, consolidate, and cut resources as necessary. Consequently, in recognition of this principle, the General Secretariat will:

(i) Allow the hiring of needed personnel under reorganization plans and not implement any hiring freezes until that reorganization is complete;

(ii) Proceed with the reclassification of positions only when dependencies determine that the reclassification is consistent with the organizational changes driven by the reallocation of responsibilities derived from the approved budget levels and once the necessary financing has been secured.

d. To instruct the Permanent Council, through the CAAP, to review General Standards Chapter III, Subchapter C, and related policies of the General Secretariat, to enhance the OAS Employment Performance Evaluation System (PES) and providea proposal, no later than the third quarter of 2023.

e. To request the Office of the Inspector General to prepare by June 30, 2024, an annual report on actual personnel transfers, internal and external competitions concluded, and reclassifications included in this program-budget, and to ascertain that they are done in strict accordance with the applicable standards.

f. To instruct the General Secretariat to cite the specific provisions of Chapter III, Sub-Chapter D, item (f)(i)-(iii) at all stages of the advertising, hiring and employment notices and processes of the Organization.

g.To instruct the Permanent Council through the CAAP to draft a proposal to replace resolution AG/RES.328 (VIII-0/78), "Pensions for the Secretary General and Assistant Secretary General," adopted during the fifth plenary session of July 1, 1978, and the resolution AG /RES.677 (XII-0/83), “Pensions for the Secretary General and Assistant Secretary General” adopted during the seventh plenary session on November 18, 1983; or offer alternative pension options for the Secretary General and Assistant Secretary General, to be approved by the Permanent Council ad referendum of the fifty-fourth regular session of the General Assembly, to be effective upon the appointment of the next Secretary General and Assistant Secretary General.

h. To instruct the General Secretariat to prepare a proposed update of the current Code of Ethics of the Organization, so as to include a gender focus, clear definitions of conduct to be evaluated, clear standards of conduct of the Secretary General and Assistant Secretary General, procedures in cases of conflict of interest in the framework of an investigation, definitions of conduct that would qualify for each category, and any other matter deemed relevant, with a view to adoption by the Permanent Council, through the CAAP, in the first quarter of 2024.

i.To entrust the CAAP to establish a mechanism that it considers appropriate, for beginning a process of evaluation of the appropriateness of including in the regulations of the Organization, including the General Standards, comprehensive case handling and investigative procedures, as well as disciplinary actions applicable to the Secretary General and Assistant Secretary General of which it should present the Permanent Council during the first half of 2024.

6. Gender equity and equality policies

Taking note of the General Secretariat’s progress in accomplishing the hiring of women who now make up the majority of the OAS staff, with roughly 50% representation or higher at all professionallevels, to urge the General Secretariat to continue the work of implementing and executing gender equity and equality policies in the workplace and,as part of the implementation of the General Secretariat's Gender Parity Plan, to promote access for women in categories where they are currently underrepresented in the Organization, in addition to ensuring accountability in the implementation of those policies and fulfillment of the provisions outlined in resolution [CP/RES. 1149 (2278/20)](http://scm.oas.org/doc_public/english/HIST_20/CP42142e03.docx), “Women’s Representation and Participation in the OAS.”

7. Geographical representation

a.To instruct the General Secretariat to prepare and present a report with the progress made in the implementation of the Geographic Representation Strategy, taking into consideration the indicators and the action plan developed, to achieve an equitable geographic representation of staff in accordance with Article 120 of the Charter of the Organization of American States, which should include, in addition, consultants and interns. The report should be presented to the CAAP no later than May 31, 2024.

b.To instruct the Permanent Council, through the CAAP, to review General Standards Chapter III, Subchapter D, and related policies of the General Secretariat, to eliminate barriers to equitable geographic representation that relate to language requirements of the OAS, no later than the second quarter of 2023.

8. Trust personnel

To waive the enforcement of Article 21.b.v of the General Standards to authorize the financing by the Regular Fund of the 21 trust positions contained in Annex III, as well as the financing of the position of “Secretary Treasurer of the Pension Fund” by specific funds, during the execution of the 2024 program-budget.

9. Mandate prioritization

To instruct the General Secretariat to proceed with updating the prioritization of mandates, including the mandates approved by the General Assembly during its fifty-third regular session, and to present the results of said update to the Permanent Council through the CAAP in such a way that the mandates thus prioritized serve as a basis for the committees of the Permanent Council and CIDI when preparing the draft resolutions to be presented for consideration by the General Assembly at its fifty-fourth regular session.

10.Annual Outreach and Implementation of Mandate Costing

a. To instruct the General Secretariat, in order to continue with the process of calculating the costs of new mandates that will be submitted for consideration of the General Assembly to guarantee their implementation and prioritization, to present for the consideration of the Permanent Council, through the CAAP, an evaluation of the use of the costing template for new mandates that were submitted at the fifty-third regular session of the General Assembly, as well as the criteria for its use, and, where appropriate, suggest improvements to the process.

b.Likewise, in preparation for the costing of new mandates to be submitted for consideration at the fifty-fourth regular session of the General Assembly, the General Secretariat, through the Secretariat for Administration and Finance (SAF), must:

* + - 1. Hold regular outreach and training meetings on using the template with Secretaries and Executive Secretaries, no later than three months before General Assembly.
      2. Together with the Chair of the CAAP, make a presentation to the Permanent Council on using the template, no later than two months before the General Assembly.
      3. In addition, hold dissemination sessions on the use of the costing template with the chairs of the Committees of the Permanent Council and CIDI before the start of the negotiations, to ensure that all chairpersons require the use of the template for the 2024 General Assembly round of negotiations. Also, provide the Chairs with the option to request an additional presentation within their Committees.

(4) Conduct an evaluation of the template for new mandates and the criteria for its use, in terms of its application and use, in order to improve the process when necessary and present it to the Permanent Council through the CAAP.

c. To request the CAAP Chair to include an update and presentation, including details on the outreach detailed above, as well as comments on potential improvements, on the “Mandate Cost Template” in the CAAP Annual Work Plan.

11. Mandates Management System (SIGMA)

To instruct the General Secretariat to update SIGMA with the mandates from the fifty-third regular session of the General Assembly through the following actions:

* 1. Debugging of the general mandate inventory to determine those that are current.
  2. Update the prioritization module with the results from the prioritization process of the mandates from the fifty-third regular session of the General Assembly.
  3. Update the new mandate costing module with the costs of the new mandates submitted for consideration of the fifty-third regular session of the General Assembly.
  4. Ensure access to SIGMA by all member states and train delegations on its use.

12. Recommendations of the Audit Committee

a. Following the presentation of the annual report of the Audit Committee, the CAAP shall prepare a formal written response to the recommendations of the Committee, which shall be transmitted to the Permanent Council by March 1. The Permanent Council shall transmit the approved response to the Audit Committee by March 31.

b. The response shall be prepared in collaboration with the General Secretariat and include the current status, measures taken, and next steps, as well as identifying those with leadership responsibility.

13. Offices of the General Secretariat in member states

a. To recall and renew the mandate entrusted to the General Secretariat in resolution AG/RES. 2971 (LI-O/21) (III.15) to prepare a strategic plan for the Offices and Units of the General Secretariat in the Member States (hereafter “the National Offices”) for adoption by the fifty-third regular session of the General Assembly. To further instruct the General Secretariat to present to the CAAP, by the end of the first quarter of 2024, a draft of said strategic plan, which outlines a concept of operations for the National Offices for the 2023-2028 period (including, but not limited to, a renewed mandate and key strategic objectives and operational activities) and includes options for optimizing the use of resources and maximizing their value and benefits for the General Secretariat and all OAS member states.

14. Comprehensive Strategic Plan of the Organization

To request the General Secretariat to prepare, on an annual basis, the report “Compliance with the Comprehensive Strategic Plan of the Organization**,**”[CP/doc. 5852/23 rev. 1](http://scm.oas.org/doc_public/ENGLISH/HIST_23/CP48069E03.docx), with the next report to be presented by March 31, 2024.

15. Proposed Program-budget for the 2025 budget cycle

To instruct the General Secretariat, to incorporate into the proposed overall Regular Fund budget level the estimated annual adjustments required for the Cost-of-Living Adjustment (COLA) (including inflation), having regard for paragraphs a., b., and c. of Article 40 of the General Standards, resolution AG/RES.1319 (XXV-O/95) and Judgement No. 124 of the OAS Administrative Tribunal from 1994.

16. Technical Study to Analyze the Methodology for Calculating the Scale of Quota Assessments to Finance the Regular Fund of the OAS

1. To take note of the analysis prepared and submitted by the Secretariat for Administration and Finance (SAF) on how a socio-economic and environmental criterion could be incorporated into the methodology to calculate the quota assessments. ([CP/CAAP-3871/23](http://scm.oas.org/doc_public/ENGLISH/HIST_23/CP46951E03.docx)).
2. To extend the mandate issued by the General Assembly through AG/RES. 2985 (LII-O/22) for the CAAP to continue the analysis of all options for the possible incorporation of socio-economic and environmental criteria into the quota assessment methodology and, if so determined, to submit, to the Permanent Council for consideration by the General Assembly at its fifty-fourth regular session a recommendation of modification to the quota methodology that could take effect in 2026.

17. Real Assets Strategy

a. Real Assets Strategy: To instruct the General Secretariat to keep the CAAP apprised of options to optimize the use of all real assets and to report on how proceeds of a potential sale or disposal of those assets deemed as under-utilized could support resourcing of infrastructure, maintenance or other under-funded Regular Fund obligations.

b. To instruct the General Secretariat to present an assessment of the total cost of the vehicles used by the Secretary General and Assistant Secretary General.

18. External Resource Mobilization

1. To request that the General Secretariat present a plan regarding enhancing external resource mobilization, including from the private sector where relevant, by the close of the 1st quarter of 2024 for the consideration of the CAAP.
2. To request the Secretary General to continue with the next steps as outlined in the March 2022 Report “Funding Options to Contribute to the Inter- American Human Rights System,” and to provide an update to the CAAP in March 2024 with the intention of ensuring that additional funding options can supplement the Regular Fund Program-Budget of the Inter-American Commission on Human Rights and the Inter-American Court on Human Rights.

19. Timely decision to process vacant positions

To request the General Secretariat to ensure that recommendations of the Advisory Committee on Selection and Promotion for vacant positions are considered and addressed within two months after background checks have been conducted and that further delays are justified in writing to the Permanent Council through the CAAP.

20. Inter-American Emergency Aid Fund

To request that the General Secretariat present options for strengthening the sustainability of the FONDEM for the consideration of the CAAP by the second quarter of 2024.

21. Third-party comprehensive review of the Organization of American States

a. The third-party comprehensive review of the Organization of American States should be carried out by a multinational consulting firm with divisions in several of the areas to be defined within the terms of reference.

b. To instruct the CAAP to prepare the terms of reference for the third-party comprehensive review to submit for approval by the Permanent Council, no later than August 15, 2023. In drafting said proposal, the CAAP may consult with the Audit Committee.

1. The third-party comprehensive review should be completed in time to inform the 2025 budget process and should include recommendations. The terms of reference should be two-part and at least include:

i. Operational: A review with recommendations of the OAS organizational structure; staff compensation and benefits; personnel structure and staffing levels; finances; risk assessment; telework policies; real asset management (to include a detailed analysis of current space utilization based on in-office staffing requirements); internal processes of the Secretariats; detailed analysis of the OAS health plan/benefits and alternative options; In addition, the review shall identify strengths and areas for improvement in the organization, seeking to increase the organization’s capacity to be more effective and with the purpose of improving efficiency and cost effectiveness in implementing the Organization’s mandates, or other alternative sources; accountability and communication between the Secretariats and Member States.

ii. Governance: A review with recommendations of the entire OAS governance structure to include the Councils (Permanent Council and the Inter-American Council for Integral Development), the General Secretariat, all OAS committees and working groups with a view to streamline and improve effectiveness of governance structures, processes, decision making, communication, and flow of information.

d. To instruct the General Secretariat to present to the Permanent Council for approval through the CAAP within 30 days of receipt of the external review, a proposed implementation plan for the recommendations resulting from section c.i. of the above.

ANNEX I – Renewal of operative paragraphs for budget cycle 2024

|  | **TITLE** | **MANDATES** | **CHANGE IN TIMELINE AND/OR PERIODICITY** |
| --- | --- | --- | --- |
| 1. | Semiannual reports on budget execution by the Inter-American System of Human Rights | **AG/RES. 2957 (L-O/20), paragraph I.4**  **Mandate:**  To request the Inter-American Court of Human Rights and the Inter-American Commission on Human Rights (IACHR) to present a semi-annual report on budget execution to the Permanent Council and, in due time, a detailed plan of expenditures corresponding to its budget. | Annual |
| 2. | Accountability to member states | **AG/RES. 2985 (LII-O/22), paragraph III.2**  **Mandate:**  b. In order to strengthen fiscal governance, compliance and reporting functions of the Permanent Council, instruct the General Secretariat, to produce semi-annual reports to the CAAP on financial and budgetary compliance within the Secretariat, with a view to improving efficiencies and maintaining fidelity to the obligations outlined in General Standards Article 120.  c. To instruct the Secretariat of the Administrative Tribunal to keep the Permanent Council, through the CAAP, apprised of the status of judgments issued by the Administrative Tribunal once the decisions become final. |  |
| 3. | Direct and indirect cost recovery | **AG/RES. 2985 (LII-O/22), paragraph III.3**  **Mandate:**  c. The semi-annual financial report produced by the General Secretariat will also include analysis on intake and distribution of ICR and proceeds from the Cost Recovery System across the General Secretariat. |  |
| 4. | Program-budget for the 2022 budgetary cycle | **AG/RES. 2957 (L-O/20), paragraph IV.1**  **Mandate:**  a. To instruct the General Secretariat to submit to the Preparatory Committee of the General Assembly a proposed overall budget level for 2022, as well as the tentative overall budget level for 2023, including the adjustment for cost of living and inflation, as appropriate, in accordance with the current rules.  **AG/RES. 2971 (LI-O/21), paragraph III.13**  **Mandate:**  a. To instruct the General Secretariat to include all statutory increases and comply with all the requirements mandated by the General Standards when presenting the draft budget of the Regular Fund and the ICR Fund. The draft program-budget for the cycle must also take into account the following guidelines:  i. It does not propose to cut the reserve subfunds or use them in order to fund vacancies.  ii. If the budget ceiling is set to decrease relative to the preceding year, whether in actual or expected inflation-adjusted terms, those cuts would be distributed in a way that seeks to ensure an adequate and sustainable financial allocation that minimizes possible negative impacts on the work of all areas.  iii. It allocates the necessary amount to cover all costs of the Organization included in Chapter 12.  iv. It is presented at the chapter and subprogram levels.  b. The negotiations of member states will initially focus on establishing agreements at the chapter level and, in the case of Chapters 3 and 13, at the subprogram level; their allocations will be included at the subprogram level in the section on budget appropriations of the program-budget resolution. Subsequently, all appropriations at the subprogram level may also be included in the section on budget appropriations if member states so decide. | 2025 |
| 5. | External Resource Mobilization | **AG/RES. 2957 (L-O/20), paragraph IV.3**  **Mandate:**  b. To instruct the General Secretariat, in its pursuit of the mandate on external resource mobilization, to emphasize the equal importance of the four pillars of the Organization –democracy, human rights, integral development, and multidimensional security– and to ensure that advocacy undertaken to fulfill this mandate includes the pursuit of resources governed by the principles of balance, proportionality, and equity of the pillars, and that it reflects the mandates agreed upon by the representative bodies of the Organization.  c. To instruct the Secretary General to include in the semiannual reports on resource management and performance, under the chapter on projects submitted by the Project Evaluation Committee, additional information on approved and ongoing projects, including on their scope, supporting mandates, periodicity, implementation status, and sources of financing, so as to have a consolidated document on the use of specific fund resources.   1. To instruct the Secretary General to continue, in consultation with the Permanent Council, with the implementation of a strategic plan for mobilizing the external support and funding needed to implement the mandates of the member states and the priorities of the Organization; and to instruct the General Secretariat to report on the progress of that implementation in the semiannual reports on resource management and performance.   f. To instruct the General Secretariat, in accordance with resolution [AG/RES. 617 (XII-O/82)](http://scm.oas.org/doc_public/english/HIST_07/AG03796e02.doc):   1. In the case of projects not included in the program-budget of the Organization that receive contributions from non-member states that are permanent observers to the Organization, to submit semiannual reports to the appropriate competent organs of the Organization; 2. In the case of projects whose external contributions come from non-member states that are not permanent observers to the Organization, to consult first with whichever council is appropriate to the subject matter; 3. In the case of global cooperation agreements with permanent observer countries or with other non-member states, to request prior approval of the Permanent Council.   g. To inform member states of any agreements, contracts, and/or memoranda of understanding being discussed or agreed for the cases described in item f.(i) of this paragraph, and to submit semiannual reports to the CAAP and the appropriate competent organs of the Organization.  **AG/RES. 2985 (LII-O/22), paragraph III.17**  **Mandate:**  a. To reiterate to the Secretary General the need to continue efforts toward external resource mobilization for the implementation of the mandates of the General Assembly, especially for those that are unfunded or underfunded, in order to ensure fulfillment of the mandates presented by the member states, as well as the need to keep the CAAP apprised of his endeavors to identify such external resources, and to maintain transparency and accountability in the utilization of those funds in the semiannual report on resource management and performance. |  |
| 6. | OAS Scholarships and Training Program funds | **AG/RES. 2957 (L-O/20), paragraph IV.5**  **Mandate:**  a. To reiterate paragraph 22 of resolution AG/RES. 2916 (XLVIII-O/18), which endorses the provisional and comprehensive recommendations that were issued by the Working Group to analyze and assess the functioning of all OAS scholarship and training programs and adopted by the Inter-American Council for Integral Development (CIDI) ([CIDI/doc.239/17](http://scm.oas.org/doc_public/english/hist_17/CIDRP02030e02.doc) y [CIDI/doc.256/18](http://scm.oas.org/doc_public/english/hist_18/CIDRP02360e05.doc)), and which tasks CIDI with overseeing the implementation of those mandates.  b. To recognize resolution CIDI/RES. 337 (LXXXVIII-O/19), “Allocation of Resources in 2019 for the OAS Scholarships and Training Programs,” adopted by CIDI on April 9, 2019, endorsing the decision taken by the Management Board of the Inter-American Agency for Cooperation and Development (IACD) to facilitate the transition to a more sustainable and cost-effective scholarship program.  d. To instruct the General Secretariat to pursue options for strengthening partnerships, including the incorporation of language training wherever possible.  f. To authorize the General Secretariat to deposit in the Capital Fund for the OAS Scholarship and Training Programs, in accordance with Article 18 of the Statutes of the IACD, any unused or deobligated scholarship funds under Object 3, to the extent permitted under Article 106 of the General Standards. In implementing this mandate, the General Secretariat shall consult with CIDI through the IACD Management Board and obtain approval from the Permanent Council through the CAAP.  **AG/RES. 2971 (LI-O/21), paragraph III.4.**  b. To take note of the decision adopted by the Management Board of the IACD (in document AICD/JD/DE-129/21 corr. 1) instructing the Department of Financial Services (DFS) to invest the funds of the Capital Fund for the OAS Scholarship and Training Programs in accordance with the mandate established in section IV, operative paragraph 5.e of resolution AG/RES. 2957 (L-O/20); and to instruct the DFS to report to CIDI and the Management Board of IACD biannually on the status of the investment strategy under implementation. |  |
| 7. | Foundations supported by the OAS | **AG/RES. 2957 (L-O/20), paragraph IV.6**  **Mandate:**  To request foundations supported by the OAS, the Pan American Development Foundation and the Trust for the Americas, to maintain a culture and practice of austerity, effectiveness, efficiency, transparency, prudence, and accountability in the use, execution, and management of resources allocated by the Organization. |  |
| 8. | Establishment of a structured budget preparation and presentation process | **AG/RES. 2957 (L-O/20), paragraph IV.7**  **Mandate:**   1. To instruct the General Secretariat to entrust the Secretariat for Administration and Finance with the analysis and preparation of the program-budget of the Organization, with adequate human resources having relevant budgetary expertise, and in coordination with all areas and organs of the Organization. 2. To instruct the General Secretariat, in direct collaboration with the different secretariats of the Organization, to adopt a rigorous approach to developing, clearly presenting, executing, and evaluating the program-budget in accordance with Chapters IV to VIII of the General Standards. The draft program-budget shall include the rationale for proposals as well as explanations of variances from the previous year and of human and financial resources requirements in line with expected results. The General Secretariat shall also include expenditure forecasts for two additional years in the preparation of each annual proposed program-budget. 3. To instruct the General Secretariat to continue using the standard template approved by the member states ([CP/CAAP-3664/20 rev. 1](http://scm.oas.org/doc_public/english/HIST_20/CP42562e03.docx)) when the secretariats present information to the CAAP about the impact of proposed budgets prepared by the Secretariat for Administration and Finance in their areas. The template completed with information from the secretariats shall be reviewed by the Secretariat for Administration and Finance prior to presentation to the CAAP together with the presentation of the draft program-budget of the Organization. In turn, the Secretariats should be cognizant of the final versions of the templates circulated to the CAAP*.* The template should include but is not limited to the following: 4. A table indicating the previous year’s approved budget, the amount allocated, execution level, and the new budget proposal level. 5. Bullet points on the key impacts of the proposed funding level.   d. To instruct the Permanent Council to continue analyzing, through the CAAP and with support from the General Secretariat, options for establishing a separate and independent budget process for OAS oversight mechanisms, including the Office of the Ombudsperson, the Inspector General, and the Administrative Tribunal (TRIBAD). The Permanent Council is authorized to adopt such measures in this area, taking into account the recommendations of the CAAP.  e. To instruct the General Secretariat to take into consideration, when the circumstances so allow, the need for equity among the four programmatic pillars in the budget preparation process, with a view to ensuring that the proposed allocations allow the mandates agreed upon by the political organs of the Organization to be fulfilled; and also to instruct the General Secretariat to present to the CAAP, by February 28, 2021, considerations about the feasibility of achieving equity in the allocation of resources between the pillars from the program-budget for 2022. | July 31, 2024 |
| 9. | Review of the General Standards to Govern the Operations of the General Secretariat of the Organization of American States | **AG/RES. 2957 (L-O/20), paragraph IV.9**  **Mandate:**   * 1. To renew the mandate contained in resolution [AG/RES. 1 (XLVIII-E/14)](http://scm.oas.org/IDMS/Redirectpage.aspx?class=AG/RES.%20%20(XLVIII-E/14)&classNum=1&lang=s) rev. 1, which instructed the Permanent Council, through the CAAP, to conduct a comprehensive review of the General Standards, particularly Chapters VII and VIII thereof, and to instruct the CAAP to review those chapters and present the findings of that review and analysis and/or such recommendations as may emanate therefrom to the General Assembly at its fifty-first regular session. Said proposal will contain rules on financial and budgetary stability and discipline for ensuring the Organization’s medium- and long-term sustainability.   2. To instruct the Secretary General to accompany all fund transfer requests that require Permanent Council approval with options, based on program-budget chapter savings and efficiencies, for where the funds can be sourced and a rationale for each option. | Fifty-fourth regular session of the General Assembly |
| 10. | Official travel | **AG/RES. 2957 (L-O/20), paragraph IV.10**  **Mandate:**   1. To instruct the Secretary General, the Assistant Secretary General, and the secretaries for all the chapters, including those for the specialized agencies and entities, to submit quarterly to the Permanent Council a detailed report on the activities of their offices away from headquarters, including, *inter alia*, dates of travel, destination, delegation, and purpose of travel, with a mention as to the mandate approved by the member states that justifies the travel.   b. To instruct the General Secretariat to publish on its website the reports requested in the preceding paragraph. | Semiannual |
| 11. | Human resources | **AG/RES. 2957 (L-O/20), paragraph IV.12**  **Mandate:**  c. The General Secretariat will provide a detailed report to the CAAP on the status of all open Regular Fund positions. If an open position has not been publicly announced, the General Secretariat will provide a detailed explanation regarding the reason for the delay, with cash flow not being an appropriate justification. The status report on the Regular Fund recruitment process shall be provided on a monthly basis. | Quarterly |
| 12. | Honoraria | **AG/RES. 2957 (L-O/20), paragraph IV.15**  **Mandate:**  That the honoraria paid to members of the IACHR, Inter-American Court of Human Rights, TRIBAD, Board of External Auditors, and Inter-American Juridical Committee shall be US$300 per day, and that the cost of those honoraria shall be covered with the resources allocated in this program-budget. |  |
| 13. | Inter-American Commission on Human Rights | **AG/RES. 2985 (LII-O/22), paragraph III.19**  **Mandate:**  To authorize the IACHR to cover payments to members of the Commission for special services, up to US$5,000 per month per member. This budgetary measure shall be taken without prejudice to the right to the payment of honoraria, as provided by the General Assembly in paragraph IV.15 of resolution AG/RES. 2957 (L-O/20). |  |
| 14. | Inter-American Court of Human Rights | **AG/RES. 2985 (LII-O/22), paragraph III.20**  **Mandate:**  To maintain the budgetary authorization to the Inter-American Court of Human Rights to cover the payment of emoluments to judges of the Court, up to US$5,000 per month per judge. This budgetary measure shall be taken without prejudice to Article 26 of the Statute of the Court and without prejudice to the right to the payment of honoraria, as provided by the General Assembly in paragraph IV.15 of resolution AG/RES. 2957 (L-O/20). |  |
| 15. | Cost efficiencies | **AG/RES. 2957 (L-O/20), paragraph IV.19**  **Mandate:**  To instruct the General Secretariat to include in its semiannual resource management and performance report to the CAAP any savings generated as a result of efficiencies in the operations of the General Secretariat, including those related to common costs. |  |
| 16. | Department of Press and Communication | **AG/RES. 2957 (L-O/20), paragraph IV.20**  **Mandate:**  To request the Secretary General to instruct the Department of Press and Communication to submit progress reports on implementation of the Communication Strategy and that they be included in the semiannual resource management and performance report. |  |
| 17. | Trust personnel | **AG/RES. 2957 (L-O/20), paragraph IV.21**  **Mandate:**  c. That personnel hired under a trust appointment shall not be eligible for the payment of accumulated unused annual leave upon their separation from the Organization. This provision shall not apply to Career Service, continuing contract, or Series A and Series B personnel who accepted a trust appointment. |  |
| 18. | International Public Sector Accounting Standards | **AG/RES. 2957 (L-O/20), paragraph IV.25**  **Mandate:**  To instruct the Permanent Council, through the CAAP, to identify the necessary funding for the project on Implementation of the International Public Sector Accounting Standards (IPSAS) within the General Secretariat once the new Enterprise Resource Planning (ERP) system has been implemented, and within a reasonable timeframe. |  |
| 19. | Recommendations of the Inspector General | **AG/RES. 2957 (L-O/20), paragraph IV.30**  **Mandate:**   1. To instruct the Inspector General to continue presenting to the CAAP on a quarterly basis an analysis on the status of implementation of recommendations made. 2. To instruct the General Secretariat to present for consideration by the CAAP in preparation for the discussions on the 2022 program-budget, an overview of the proposed organizational changes to strengthen the Office of the Inspector General and resource requirements associated with those proposed changes. | Semiannual  b. change to 2025 |
| 20. | Ethics/harassment | **AG/RES. 2957 (L-O/20), paragraph IV.31**  **Mandate:**  To instruct the Office of the Inspector General and the Office of the Ombudsperson to present to member states a report detailing the number of cases –including fraud, harassment, and whistleblower cases– handled annually, the time spent in the course of each proceeding in those investigations, the measures generally adopted, as well as identifying potential weaknesses and violations observed in the implementation of the Organization’s policies on fraud, harassment, and whistleblowers and whistleblower protection. |  |
| 21. | Real estate strategy | **AG/RES. 2957 (L-O/20), paragraph IV.32**  **Mandate:**  b. To instruct the General Secretariat, in close collaboration with the CAAP and within the framework of the real estate strategy, to explore alternatives to achieve the optimal use of the Organization's real estate and, to that end, to analyze the possibilities of obtaining the necessary resources for their maintenance. |  |
| 22. | Implementation of the Enterprise Resource Planning (ERP) System | **AG/RES. 2957 (L-O/20), paragraph IV.33**  **Mandate:**  To instruct the General Secretariat to continue with the implementation of the ERP system, pursuant to resolution [CP/RES.](http://scm.oas.org/doc_public/english/HIST_20/CP42590e03.docx) [1155 (2290/20)](http://scm.oas.org/doc_public/english/HIST_20/CP42590e03.docx) and to report on progress to the CAAP on a monthly basis. |  |
| 23. | Use of the Organization's resources for the fulfillment of mandates | **AG/RES. 2971 (LI-O/21), paragraph II. 5.**  **Mandate:**  To instruct the General Secretariat to ensure that the Organization’s resources are used to fulfill the mandates from the political organs, pursuant to Article 107 of the Charter of the Organization of American States. |  |
| 24. | Meetings of the Permanent Council | **AG/RES. 2971 (LI-O/21), paragraph II. 8.**  **Mandate:**  a. To recall Article 36 of the Rules of Procedure of the Permanent Council, which establishes that regular meetings should be held on the first and third Wednesday of each month, and to urge the Chair of the Permanent Council to rationalize the scheduling of meetings and the preparation of their agenda, establishing that the member states have a shared responsibility in that regard, and always taking into account the need to strictly observe assigned budgetary allocations. To instruct the Office of the Assistant Secretary General to hold a joint briefing at the start of each year with all incoming Permanent Council chairs to provide information on the overall budget allocation for meetings, including an approximate breakdown per chairpersonship. To request a quarterly briefing report to the Permanent Council on the status of budget expenditure for Permanent Council meetings.  b. To instruct the General Secretariat to present to the Permanent Council, through the CAAP, any requests for reinforcements for meetings of the Permanent Council which exceed 2.5% of transfers across chapters and to mandate the Permanent Council to make a decision within 15 days of the date of any such request in order to ensure timely consideration of potential funding options available for the Chair to be able to convene meetings in response to the political exigencies in the Hemisphere. |  |
| 25. | Per diem | **AG/RES. 2971 (LI-O/21), paragraph III. 5.**  To request that the General Secretariat present a proposal for a policy to govern payments of travel related expenses within 90 days of the implementation of the OASCORE business process modernization program. OASCORE will automate OAS travel management in accordance with the best practices of other international organizations, with an aim of simplifying and improving the current allowance system. Once the OASCORE travel management process is implemented, the General Secretariat shall conduct a rate comparison, analyze what benefits, if any, would arise from the presentation of invoices and receipts for certain components of any applicable daily subsistence allowances, and present a travel-related expenses proposal to CAAP for its consideration. |  |
| 26. | Creation of new mandates | **AG/RES. 2971 (LI-O/21), paragraph III.9**  **Mandate:**  b. To instruct the General Secretariat to prioritize its resources upon receipt of a template for new mandates submitted by a member state, in order to complete the sections of the template under its responsibility and return it within five business days or within another timeframe agreed by the proponent member state(s).  c. To urge the councils of the Organization to modify their working procedures to consider the instruments approved by the Permanent Council and ratified by this resolution.  d. To request the CAAP Chair to ensure that, prior to the commencement of General Assembly negotiations, the Permanent Council, CIDI, and committee chairs are briefed on the new-mandate template and criteria process approved by the Permanent Council. |  |
| 27. | Methodology for calculating the scale of quota assessments to finance the Regular Fund of the Organization | **AG/RES. 2971 (LI-O/21), paragraph III.14**  **Mandate:**  To take note of the presentation made by the General Secretariat to the CAAP Working Group on June 22, 2021, regarding progress on the mandate established by resolution CP/RES. 1104 (2168/18) rev. 1, as ratified by the General Assembly through resolution AG/RES.  1 (LIII-E/18), and on the SAF opinion document of October 19, 2021, on the Independent Group of Technical Experts for the quota assessment methodology. Also, to instruct the Permanent Council to continue monitoring, through the CAAP, the review of the quota assessment methodology conducted by the United Nations Committee on Contributions and, on the basis of the findings of those proceedings reappraise, with the urgency that the present socioeconomic situation in the region requires, going ahead with the creation of an independent expert group and how to consider the methodology for calculating the scale of quota assessments to finance the Regular Fund of the Organization of American States. |  |

ANNEX II. Reporting schedule

| *Frequency and deadlines* | *Most recent reference* | *Report/Theme* | *Responsible Area* |
| --- | --- | --- | --- |
| Annual  (No later than the end of January 2024) | AG/RES. 2957 (L-O/20)  IV.12.d.iii | Report on re-organization of the Secretariat for new financial year, if applicable, in particular hiring and reclassification plans. | SAF (DHR and DFS) |
| Annually  (no later than 45 days after end of year) | AG/RES. 2957  (L-O/20)  I.4 | Annual Report and plan of expenditures of the Inter-American Court of Human Rights and the Inter-American Commission on Human Rights (IACHR) | IACtHR and IACHR |
| Annual  (no later than 60 days after end of year) | AG/RES. 2957 (L-O/20)  IV.31 | Report of the Inspector General and of the Ombudsperson on the annual number of cases that were handled during the previous year and recommendations with respect to the implementation of the Organization’s policies on fraud, harassment, whistleblowers and whistleblower protections. | OIG and Ombudsperson |
| Annual  (no later than 60 days after the end of the year) | AG/RES. 2957 (L-O/20)  IV.24 | Report on activities of Columbus Memorial Library | SHA/CML |
| Annual (no later than 60 days after the end of the year | AG/RES.1 (LI-E/16) | Compliance with the Comprehensive Strategic Plan of the Organization | SAF |
| Semiannual  (no later than 45 days after the end of the semester) | AG/RES. 2957 (L-O/20)  IV.2  IV.3 (“a”, “c”, “d”)  IV.13  IV.14  IV.18.a  IV.19  IV.20 | Semiannual Report on Resource Management and Performance  [in accordance with Annex I of resolution AG/RES. 1 (XLVIII-E/14) rev. 1] | SAF/SCODMR/OGMS |
| Semiannual  (no later than 45 days after end of semester) | AG/RES. 2957 (L-O/20)  IV.10.a  IV.10.b | Report of the Secretary General, the Assistant Secretary General, and the secretaries for all the chapters, including those for the specialized agencies and entities, on the activities of their offices away from headquarters. | OSG, ASG and all secretariats |
| Semiannual  no later than 45 days after the closing of the semester | AG/RES. 2957 (L-O/20)  IV.3.f.i  IV.3.g | Report on projects not included in the program-budget that receive contributions from non-member states that are permanent observers to the Organization, as well as on any related agreements, contracts, and/or memoranda of understanding being discussed or agreed. | SCODMR |
| Annual  no later than  June 30 | AG/RES. 2985 (LII-O/22)  III.5.e | Report of the Inspector General on actual personnel transfers, internal and external competitions concluded, and reclassifications included in the current program-budget. | OIG |
| Semiannual  no later than 45 days after the closing of the semester | AG/RES. 2957 (L-O/20)  IV.30.a. | Report of the Inspector General on the status of implementation of recommendations made. | OIG |
| Quarterly  no later than 30 days after the closing of the quarter | AG/RES. 2957 (L-O/20)  IV.12.c | Detailed report on the status of all open Regular Fund positions and, if applicable, an explanation of reasons for the delay in the public announcement of open positions. | SAF(DHR) |
| Monthly | AG/RES. 2957 (L-O/20)  IV.33 | Report on the progress of the OASCORE business process modernization program. | SAF(EO/SAF) |
| Monthly  whenever there is an outstanding loan balance | AG/RES. 2957 (L-O/20)  I.6 | Report to CAAP on the status of the Treasury Fund | SAF(DFS) |
| Ongoing | AG/RES. 2985 (LII-O/22)  III.2 | Publication of updated information on the Organization’s website | SCODMR/SAF |
| Immediately, whenever an applicable fund transfer request occurs | AG/RES. 2957 (L-O/20)  IV.9.b | Report presenting options of sources to fund transfer requests that exceed limits set on Article 110 of the General Standards. Options should preferably be based program-budget chapter savings and efficiencies, if available. | SAF |
| March 30, 2024 | AG/RES. 2957 (L-O/20)  IV.12.a  IV.13  IV.14 | Updated implementation plan for the Comprehensive Human Resource Strategy for the Organization. | SAF (DHR) |

**ANNEX III**

|  |  |  |  |
| --- | --- | --- | --- |
| POSITIONS | DESCRIPTION | LEVEL | SOURCE OF FUNDING |
| 1 | Chief of Staff of the Secretary General | D01 | Regular Fund |
| 1 | Chief of Staff of the Assistant Secretary General | D01 | Regular Fund |
| 1 | Strategic Counsel for Organizational Development and Management for Results | D02 | Regular Fund |
| 7 | Secretaries | D02 | Regular Fund |
|  | • Executive Secretary for Integral Development |  | Regular Fund |
|  | • Secretary for Access to Rights and Equity |  | Regular Fund |
|  | • Secretary for Strengthening Democracy |  | Regular Fund |
| CPSC09911E03.docx  CPSC09911E03.docx  CPSC09911E03.docx | • Secretary for Multidimensional Security |  | Regular Fund |
|  | • Secretary for Hemispheric Affairs |  | Regular Fund |
|  | • Secretary for Legal Affairs |  | Regular Fund |
|  | • Secretary for Administration and Finance |  | Regular Fund |
| 2 | Advisers to the Secretary General | D01 | Regular Fund |
|  |  | P05 | Regular Fund |
| 1 | Adviser to the Assistant Secretary General | P04 | Regular Fund |
| 1 | Executive Assistant to the Secretary General | G07 | Regular Fund |
| 1 | Junior Adviser to the Assistant Secretary General | P01 | Regular Fund |
| 1 | Office of Protocol | P05 | Regular Fund |
| 1 | Director of CICAD[[5]](#footnote-6)/ | P05 | Regular Fund |
| 1 | Director of CICTE[[6]](#footnote-7)/ | P05 | Regular Fund |
|  | ADDITIONAL TRUST POSITIONS |  |  |
| 1 | Adviser to the Secretary General | P05 | Regular Fund |
| 2 | Adviser to the Assistant Secretary General | P05 | Regular Fund |
|  |  |  |  |
|  | SPECIFIC FUNDS (not included in regulated positions count) | |  |
| 1 | Secretary Treasurer of the Pension Fund | D01 | Specific Funds |

FOOTNOTE

AG08800E01

1. … the efficient and transparent use of the public resources that the member states allocate to the Organization.

El Salvador also reaffirms that, under a responsible policy of austerity, by which State resources are prioritized with a view to ensuring the full welfare of the Salvadoran population, it does not support an increase in quotas in any international organization.



1. . The Republic of El Salvador enters its reservation on the entire contents of this resolution, since it was negotiated and adopted without considering alternatives designed to prioritize… [↑](#footnote-ref-2)
2. . The Delegation of Colombia will include footnote [↑](#footnote-ref-3)
3. . The Delegation of Mexico will include footnote [↑](#footnote-ref-4)
4. . The Delegation of Colombia will include footnote [↑](#footnote-ref-5)
5. . These positions will continue to be trust positions until such time as the General Assembly adopts the amendments to the relevant statutes required for the Executive Secretary to be selected through a competition process [↑](#footnote-ref-6)
6. . *Ibid.* [↑](#footnote-ref-7)