



## *EXECUTIVE COMMITTEE*

Twenty-fourth Regular Meeting  
July 22-23, 2004

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### **STATUS OF THE RESOLUTIONS OF THE TWENTY-THIRD REGULAR MEETING OF THE EXECUTIVE COMMITTEE**

**San Jose, Costa Rica**

RESOLUTION	OPERATIVE PARAGRAPHS	STATUS
<b>1. Process to transform IICA into a development organization</b>		
<b><u>Resolution 384.</u> Progress Report on the Implementation of IICA's 2002-2006 Medium Term Plan and the Process to Transform the Institute.</b>	<ol style="list-style-type: none"> <li>1. To accept the General Director's report on the implementation of the 2002-2006 MTP.</li> <li>2. To urge the Member States to support the efforts of the General Directorate to implement the 2002-2006 MTP and, in particular, as soon as possible to make contributions of additional resources to the Special Funds, to strengthen the Institute's capabilities in its strategic areas of action.</li> <li>3. To support the efforts of the General Directorate, within the framework of the existing Convention, to intensify budgetary discipline, accountability and transparency in IICA's management so as to transform the Institute into an effective organization that promotes the sustainable development of agriculture in the Americas, prosperity in rural communities, and food security.</li> </ol>	<p><b>Operative Paragraph 1. Implemented</b></p> <p><b>Operative Paragraph 2. Implementation pending</b> No extra-quota contributions have been forthcoming from the Member States for the special funds.</p> <p><b>Operative Paragraph 3. Provision in effect</b> The Director General will make a presentation on the progress and results achieved in this field at the Twenty-fourth Regular Meeting of the Executive Committee.</p>
<b><u>Resolution 385.</u> Progress Report on the Implementation of the Inter-American Program for the Promotion of Trade, Agribusiness and Food Safety</b>	<ol style="list-style-type: none"> <li>1. To support the work being done by the General Directorate to implement the Inter-American Program for the Promotion of Trade, Agribusiness and Food Safety, as well as its efforts to obtain additional resources to complement its funding.</li> <li>2. To urge the Member States to make extra-quota contributions to facilitate implementation and expand the coverage of this Program.<sup>7</sup></li> </ol>	<p><b>Operative Paragraph 1. Implemented</b></p> <p><b>Operative Paragraph 2. Implementation pending</b> No Member State has made an extra-quota contribution to finance this Program.</p>

RESOLUTION	OPERATIVE PARAGRAPHS	STATUS
<p><b>Resolution 386. Working Plan in Response to the General Assessment of IICA's Agricultural Health and Food Safety Program.</b></p>	<ol style="list-style-type: none"> <li>1. To thank the evaluators for their efforts and recommendations for strengthening IICA's Agricultural Health and Food Safety Program.</li> <li>2. To approve, subject to the availability of funds in the approved budget, document IICA/CE/Doc.427(03) "Working Plan in Response to the General Assessment of IICA's Agricultural Health and Food Safety Program," with a view to implementing the recommendations made in the general assessment of IICA's Agricultural Health and Food Safety Program, and to urge the Member States to provide the support that the Director General requires to put them into effect.</li> <li>3. To request the Member States to consider making extra-quota contributions to facilitate the implementation of the working plan prepared by the General Directorate.</li> </ol>	<p><b>Operative Paragraph 1. Implemented</b></p> <p>The Director General wrote to the team of evaluators informing them of this operative paragraph of the resolution.</p> <p><b>Operative Paragraph 2. Implementation ongoing</b></p> <p>A status report on Work Plan in question will be presented to the delegates at the Twenty-fourth Meeting of the Executive Committee.</p> <p><b>Operative Paragraph 3. Implementation pending</b></p> <p>No Member State has made an extra-quota contribution for this Program.</p>
<p><b>Resolution 387. Progress Report on Joint IICA/FAO Actions</b></p>	<ol style="list-style-type: none"> <li>1. To accept the report on joint efforts carried out in 2002 by IICA and FAO (Document IICA/CE/Doc.428(XXIII-O/03) "Progress Report on Joint IICA-FAO Actions."</li> <li>2. To instruct the Director General of IICA to continue assigning priority and special attention to forging closer relations with FAO, expanding the scope and importance of joint actions, and developing new mechanisms for the work agreed to by the two organizations.</li> </ol>	<p><b>Resolution implemented:</b></p> <p><b>Operative Paragraph 1. Implemented</b></p> <p><b>Operative Paragraph 2. Provision in effect</b></p> <p>The work with FAO continues to be strengthened as part of the administration's "working together" policy.</p>

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<b><u>Resolution 388.</u> IICA Annual Report for 2002</b>	To approve IICA's Annual Report for 2002	<b>Resolution Implemented</b>
<b>2. Financial and Budgetary Matters</b>		
<b><u>Resolution 389.</u> 2004-2005 Program Budget</b>	<ol style="list-style-type: none"> <li>1. To recommend that the Inter-American Board of Agriculture:               <ol style="list-style-type: none"> <li>a) Approve the amount of US\$30,000,000 annually from the Regular Fund as the overall allocation of the 2004-2005 Program Budget of the Institute, financed with quota contributions from the Member States in the amount of US\$27,167,572 per year, as per the amounts indicated on the Quota Scale attached hereto as "Appendix A," and with the expected receipt of miscellaneous income, in the amount of US\$2,832,428 per year.</li> <li>b) Approve the use of the resources of the 2004-2005 Program Budget in accordance with the allocations for each of the Chapters, line items and Strategic Areas detailed in document IICA/CE/Doc.430(03)rev. "Draft Program Budget for the 2004-2005 Biennium," and the adjustments submitted by the Director General in the budget distribution earmarked for actions of regional scope in the Northern Region. The summary of allocations by Chapter is attached as "Appendix B."</li> </ol> </li> </ol>	<p><b>Resolution Implemented</b></p> <p>The IABA approved IICA's Program Budget for the 2004-2005 period at its Twelfth Regular Meeting, in Resolution 390.</p> <p>Allocation of resources in 2004 has been carried out in accordance with the approved budget.</p>

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	<p>c) Authorize the Director General to make transfers between the Chapters of the Program Budget, provided that total transfers neither increase nor reduce the affected Chapters by more than ten per cent, and do not substantially affect the priorities approved.</p> <p>d) Authorize the Director General to make the necessary adjustments in the allocation of resources recommended in this Resolution, should the combined income for each of the fiscal years (2004 and 2005) fall below estimated levels for the biennium. The Director General shall inform the Executive Committee and the IABA of this situation.</p>	<p><b>Provision in effect</b></p> <p><b>Provision in effect</b></p>
<p><b><u>Resolution 390.</u> Proposed Special Expenditures Financed by the General Subfund</b></p>	<p>The Executive Committee recommended that the Inter-American Board of Agriculture approve the proposed special expenditures to be financed by the General Subfund, in the amount of US\$3,000,000 for the 2004-2005 biennium, earmarking same for the programs detailed in document IICA/CE/Doc.430a(03) "Proposed Special Expenditures Financed by the General Subfund.</p>	<p><b>Resolution Implemented</b></p> <p>The IABA approved the proposed special expenditures at its Twelfth Regular Meeting, in Resolution 391.</p>
<p><b><u>Resolution 391.</u> Special Advisory Commission on Management Issues (2003) and Measures for Restructuring the Finances of the Institute.</b></p>	<p>The Executive Committee recommended that the Director General adopt the measures recommended by the SACMI, approved a series of recommendations within its sphere of competence and recommended that the Inter-American Board of Agriculture (IABA), at its Twelfth Regular Meeting, adopt the measures set out in the Appendix to the resolution that fall within its sphere of competence. The Committee instructed the Director General to conduct the additional studies needed by the IABA for decision making.</p>	<p><b>Resolution Implemented</b></p> <p>The IABA adopted the measures in question at its Twelfth Regular Meeting, in Resolution 393.</p> <p>The Director General will present a status report on the financial restructuring of the Institute to the Twenty-fourth Regular Meeting of the Executive Committee.</p>

RESOLUTION	OPERATIVE PARAGRAPHS	STATUS
<b>Resolution 392. Proposal for the Collection of Quota Contributions owed to the Institute</b>	<ol style="list-style-type: none"> <li>1. To urge the Member States that owe quotas to IICA to pay their pending quotas as soon as possible, to enable the Institute to fully comply with its mandates</li> <li>2. To instruct the Director General to implement the measures recommended by the Special Advisory Commissions on Management Issues for collecting quota arrearages set out in the single Appendix attached to this resolution.</li> <li>3. To thank the Special Advisory Commission on Management Issues for recommending ways of solving the problem that the Institute faces due to the large amounts owed by some Member States.</li> </ol>	<p><b>Implementation of resolution ongoing</b></p> <p><b>Operative Paragraph 1</b></p> <p>An up-to-date report on the quota payments received and the amounts owed to the Institute will be presented to the Twenty-fourth Regular Meeting of the Executive Committee.</p> <p><b>Operative Paragraph 2. Implementation Ongoing</b></p> <p>The progress made in implementing the measures in question will be presented to the Twenty-fourth Regular Meeting of the Executive Committee.</p> <p><b>Operative Paragraph 3. Implemented</b></p> <p>The Director General conveyed the Executive Committee's thanks to the members of the Special Advisory Commission on Management Issues.</p>
<b>Resolution 393. 2002 Financial Statements of the Institute and report of the External Auditors.</b>	To approve Document IICA/CE/Doc.431(03), "2002 Financial Statements of the Institute and Report of the External Auditors."	<b>Resolution Implemented</b>
<b>Resolution 394. Appointment of External Auditors for the 2004-2005 Biennium</b>	To appoint as external auditors of the Institute and of CATIE the firm Deloitte & Touche for the 2004-2005 period, which may be extended by the Director General for a period of up to two more years	<p><b>Resolution Implemented</b></p> <p>The Institute hired the external auditors selected by the Executive Committee.</p>
<b>Resolution 395. Ninth Report of the Audit Review Committee (ARC)</b>	1. To approve the Ninth Annual Report of the ARC.	<p><b>Resolution Implemented</b></p> <p>The General Directorate implemented the recommendations made in the ARC's Ninth Annual Report.</p>

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	<ol style="list-style-type: none"> <li>2. To instruct the Director General to implement the recommendations made in the Ninth Annual Report of the ARC.</li> <li>3. To thank the members of the Audit Review Committee for their efficient work.</li> </ol>	
<p><b><u>Resolution 396.</u> Tribute to Mrs. Jocelyn Thompson</b></p>	<ol style="list-style-type: none"> <li>1. To thank the Government of Trinidad and Tobago for the support provided by Mrs. Jocelyn Thompson, Auditor General, who sat on the Audit Review Committee during the 1997-2003 period.</li> <li>2. To acknowledge the excellent and dedicated efforts of Mrs. Thompson and offer sincere thanks for her meaningful contributions for improving the administrative and financial management of the Institute.</li> </ol>	<p><b>Resolution Implemented</b></p> <p>The Director General conveyed the Executive Committee's thanks to the Government of Trinidad and Tobago.</p> <p>The Director General informed Mrs. Thompson of this recognition via communication SC/DG-1397 dated 4 December 2003.</p>
<p><b><u>Resolution 397.</u> Election of Mrs. Sharman Ottley as a Member of the Audit Review Committee.</b></p>	<p>To declare Mrs. Sharman Ottley elected to the position of member of the ARC reserved for a candidate nominated by all the Member States, except the six largest contributors, for a six-year term beginning on 1 January 2004 and ending on 31 December 2009.</p>	<p><b>Resolution Implemented</b></p> <p>Mrs. Ottley has been serving as a member of the ARC since 1 January 2004.</p>
<p><b>3. Rules, Procedures and Administrative Affairs</b></p>		
<p><b><u>Resolution 398.</u> Associate Personnel</b></p>	<ol style="list-style-type: none"> <li>1. To amend the Article on Associate Personnel in the Staff Rules to include:</li> </ol>	<p><b>Resolution Implemented</b></p> <p>The respective amendments were made to the Institute's Staff Rules.</p>

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	<p>(a) volunteers, including former IICA staff members who donate services to IICA;</p> <p>(b) employees and contractors of partner institutions or entities provided by those institutions and entities to IICA, as specified in the Staff Rules.</p>	
<p><b><u>Resolution 399.</u> Title of Emeritus</b></p>	<p>To grant Javier Esparza Duque the title of Emeritus of the Inter-American Institute for Cooperation on Agriculture, with all the rights and privileges this entails. The title shall enter into effect on 14 January 2004.</p>	<p><b>Resolution Implemented</b></p> <p>The title of “Emeritus” was bestowed on Dr. Javier Esparza Duque on 14 April 2004, during the activity organized to commemorate the 40<sup>th</sup> anniversary of IICA’s presence in Colombia.</p>
<p><b><u>Resolution 400.</u> Modifications of the Financial Rules and the Rules of Procedure of the General Directorate on Miscellaneous Income.</b></p>	<ol style="list-style-type: none"> <li>1. To approve the modifications to the Rules of Procedure of the General Directorate set out in Annex A <i>ad referendum</i> the Inter-American Board of Agriculture (IABA), at its next Regular Meeting; to put those modifications into force provisionally in accordance with Article 3(o) of its Rules; and to recommend that the IABA approve those modifications at its next Regular Meeting.</li> <li>2. To approve the modifications to the Financial Rules set out in Annex A. Those modifications shall cease to have effect if the corresponding modifications to the Rules of Procedure of the General Directorate set out in Annex A are not approved by the IABA at its next Regular Meeting.</li> </ol>	<p><b>Resolution Implemented</b></p> <p>The IABA approved the modifications to the Rules of Procedure of the General Directorate and to the Financial Rules at its Twelfth Regular Meeting, in Resolution 400.</p>
<p><b><u>Resolution 401.</u> Enterprise Resource Management System (ERP)</b></p>	<ol style="list-style-type: none"> <li>1. To approve the recommendation set out in IICA/CE/Doc.429(b) to implement an Oracle-based ERP in the Institute, subject to the availability of funds.</li> </ol>	<p><b>Implementation of Resolution Ongoing</b></p> <p>A progress report on the implementation of the ERP will be presented to the Twenty-fourth Regular Meeting of the Executive Committee.</p>



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	2. To urge the Director General to make a concerted effort to raise funds for the ERP from IICA's development partners and other donors so as to help reduce the cost of the ERP to the General Subfund.	
<b>4. IICA's Governing Bodies and the Ministerial Meeting</b>		
<b><u>Resolution 402.</u></b> Reports on the Status of the Resolutions of the Eleventh Regular Meeting of the Inter-American Board of Agriculture and of the Twenty-second Regular Meeting of the Executive Committee.	To approve document IICA/CE/Doc.435(03)rev., "Report on the Status of the Resolutions of the Eleventh Regular Meeting of the Inter-American Board of Agriculture (IABA)" and document IICA/CE/Doc.437(03) "Report on the Status of the Resolutions of the Twenty-second Regular Meeting of the Executive Committee."	<b>Resolution Implemented</b>  Updated versions of both documents were presented to the Twelfth Regular Meeting of the Inter-American Board of Agriculture.
<b><u>Resolution 403.</u></b> Preparations for the Second Ministerial Meeting on Agriculture and Rural Life.	1. To urge the Member States to redouble their efforts to: i) fulfill the mandates on agriculture and rural life contained in the Plan of Action of the Third Summit of the Americas and in the Ministerial Declaration of Bavaro; ii) include national endeavors and progress made in fulfilling these mandates in the National Reports on the Summit process prepared by the respective Foreign Ministries and submitted to the SIRG; and iii) participate, through their Ministerial Delegates, in the process to prepare the AGRO 2003-2015 Plan of Action and the ministerial proposals for future Summit meetings.	<b>Resolution Implemented</b> <b>Operative Paragraph 1. Implemented</b>  IICA is in charge of the Secretariat of the Ministerial Meetings held as part of the Summit of the Americas process, and is a partner institution in all the stages of the process. As such, it kept the Summit Implementation Review Group (SIRG) informed of the progress being made in implementing the mandates of the Action Plan of the Third Summit of the Americas. The IICA Representatives in the countries provided support for the Ministerial Delegates of Agriculture and for them in their dealings with the National Summits Coordinators at the ministries of foreign affairs.

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	<p>2. To express appreciation to the partner institutions of the Summit process (OAS, ECLAC, IICA, IDB, World Bank and PAHO) as well as to other international organizations, such as IFPRI, FAO and CATIE, for their joint efforts in support of the Ministerial Delegates' work to prepare the products of the Second Ministerial Meeting, and to our countries, for fulfilling the mandates.</p> <p>3. To instruct the Director General of IICA, as Secretary of the Ministerial Meeting, to call a meeting of Ministerial Delegates, to take place this September, with interested Member States that are willing to cover the cost of their participation, in order to build hemispheric consensus on the products of the Second Ministerial Meeting.</p>	<p>IICA set up an electronic system so that the Ministerial Delegates could take part in the Hemispheric Dialogue. The objectives were to reach consensus on the AGRO 2003-2015 Plan and work on a Ministerial Proposal for the Special Summit aimed at consolidating the support of the Heads of State and Government for the improvement of agriculture and rural life in the Americas. IICA maintained close communication with all the Delegates and facilitated their participation in the virtual hemispheric dialogue.</p> <p><b>Operative Paragraph 2. Implemented</b></p> <p>On several occasions, special visits were made to the headquarters of all the organizations mentioned, to elicit their support for the 2003 ministerial process. ECLAC, PAHO, the OAS, IFPRI, and CATIE responded positively. These organizations made important contributions with regard to the evolution of agriculture and rural life that were incorporated into the document entitled "State of and Outlook for Agriculture and Rural Life in the Americas."</p> <p><b>Operative Paragraph 3. Implemented</b></p> <p>The meeting of the Group for the Implementation and Coordination of the Agreements on Agriculture and Rural Life (GRICA) was convened for 16-17 September 2003, and held at IICA headquarters. It was attended by Ministerial Delegates, and some Alternate Delegates, from 14 Member States. Further progress was made with the AGRO 2003-2015 Plan of Action.</p> <p>The results spurred the Ministerial Delegates who had been unable to attend the GRICA meeting to participate</p>

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		more actively in the virtual dialogue. The GRICA met again on the day before the start of the Second Ministerial Meeting in Panama, and continued to meet through 11 November, when it finally reached a consensus on the AGRO 2003-2015 Plan. Thus, the ministers of agriculture approved the AGRO 2003-2015 Plan based on the full, participatory discussions involving their Ministerial Delegates.
<b><u>Resolution 404.</u> Agenda for the Twelfth Regular Meeting of the Inter-American Board of Agriculture (IABA)</b>	<ol style="list-style-type: none"> <li>1. To accept the provisional agenda for the Twelfth Regular Meeting of the Inter-American Board of Agriculture (IABA), as presented in Document IICA/CE/Doc.436(03)rev.</li> <li>2. To thank Ms. Lynette Stanziola Apolayo, Minister of Agricultural Development of the Republic of Panama, for the report presented on the preparations for the Twelfth Regular Meeting of the IABA and the Second Ministerial Meeting on Agriculture and Rural Life in the context of the Summit of the Americas process.</li> </ol>	<p><b>Resolution Implemented</b></p> <p>With some minor adjustments, the Provisional Agenda was approved and used as the basis for the Twelfth Regular Meeting of the IABA.</p> <p><b>Resolution Implemented</b></p> <p>Both the Twelfth Regular Meeting of the IABA and the Second Ministerial Meeting on Agriculture and Rural Life within the Framework of the Summits of the Americas Process took place in Panama, between 11 and 13 November 2003.</p>
<b><u>Resolution 405.</u> Membership of the Executive Committee.</b>	To recommend that the Inter-American Board of Agriculture approve the attached new table of membership of the Executive Committee for the 2004-2018 period, which includes the 34 Member States of the Institute	<p><b>Resolution Implemented</b></p> <p>The Twelfth Regular Meeting of the IABA adopted the new table of membership of the Executive Committee, in Resolution 396.</p>
<b><u>Resolution 406.</u> Date and Site of the Twenty-fourth Regular Meeting of the Executive Committee</b>	<ol style="list-style-type: none"> <li>1. To hold the Twenty-fourth Regular Meeting of the Executive Committee at IICA Headquarters in San Jose, Costa Rica</li> </ol>	<p><b>Implementation of Operative Paragraph Ongoing</b></p> <p>The Director General officially convened the Twenty-fourth Regular Meeting of the Executive Committee for 22-23 July 2004.</p>

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	<p>2. To instruct the Director General to issue the call to meeting to the Member States to participate in the Twenty-fourth Regular Meeting of the Executive Committee, in accordance with the rules currently in effect.</p>	<p><b>Operative Paragraph 2.</b></p> <p>The Director General issued the call to meeting to the Member States of the Executive Committee on 2 June 2004,<sup>1</sup> and informed the other Member States that the event will be taking place.</p>

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<sup>1</sup> The Member States of the 2004 Executive Committee are as follows: Argentina, Bahamas, Barbados, Chile, Colombia, Dominican Republic, El Salvador, Guatemala, Peru, Suriname, United States of America, and Venezuela.