



# ***EXECUTIVE COMMITTEE***

Twenty-seventh Regular Meeting  
15 - 17 May, 2007

*IICA/CE/Doc.506 (07)*  
*Original: Spanish*  
*15 - 17 May 2007*

## **ADVANCES IN THE ASSESSMENT OF IICA'S TECHNICAL CAPABILITIES**

**San Jose, Costa Rica**

## **Progress in the Assessment of IICA's Technical Capabilities Resolution No. 447**

IICA retained the services of the consulting firm "Servicios Internacionales de Desarrollo Empresarial" (SIDE) to conduct the assessment of the Institute's technical capabilities, as per the terms established in Executive Committee Resolution No. 447 and Annexes A and B of same. In the process of contracting for the consultancy, consideration was given to the time available for same and the terms established in the resolution and Annexes A and B of same. By February, the consultants were in the countries gathering information.

From February 19-23, the Steering Committee, which is responsible for conducting the technical assessment, was established. It comprises delegates from Canada (Mr. Paul Murphy), Mexico (Mr. Victor Villalobos), Costa Rica (Mr. Rolando Sanchez), Panama (Mr. Erick Fidel Santamaria), Paraguay (Mrs. Carmen Galdona), Belize (Mr. S. Garcia) and Jamaica (Mr. Don McGlasher). The official appointment of the delegate from Argentina, who will represent the CAS, is pending.

On February 24, 2007, the delegates from Mexico, Costa Rica and Panama participated in a teleconference. Mr. Gustavo Petri and Mr. Oscar Gherzi participated on behalf of Argentina. Canada was unable to participate, and communication could not be established with the delegates from Paraguay and Belize.

Prior to the teleconference, the following documents were sent to the participants: a copy of Resolution No. 447 and its annexes; the terms of reference for the consultancy; the methodology for the assessment of technical capabilities (a description of the work to be carried out, a timetable and the in-house and external questionnaires); and several tables showing the distribution of IICA personnel by subject area and region.

### *Agreements reached during the teleconference:*

1. To appoint Mr. Victor Villalobos as Coordinator of the Steering Group (a role he assumed immediately)
2. IICA will provide necessary technical and logistic support
3. The consulting firm will continue to conduct the assessment and write the report. The Steering Committee will meet as soon as possible to assess progress to date, give or enquire on the required information and decide whether or not further information is needed.
4. To hold a workshop outside of IICA involving the delegates from the countries and the consulting firm, with support from the DTLKM.
5. Mr. Victor Villalobos asked that all communications be channeled through him, and pledged to send during the week of February 27-March 3 a record of the agreements reached and a proposal on topics for the meeting.

At its recent meeting, the Special Advisory Commission on Management Issues (SACMI) called attention to the need for the Steering Committee and the consulting firm to meet as soon possible. To this end, a meeting has been scheduled for March 29 in Miami.

The Steering Committee met with the consultant, Dr. Carlos Pomareda, on March 29 in Miami. Following a presentation and discussion, it was agreed that the following steps would be taken:

- Dr. Carlos Pomareda will continue to draft the report on the Assessment of IICA's Technical Capabilities, which is to be submitted to the Steering Committee on April 24, along with an Executive Summary.
- Canada will arrange for the report of the consultant to be translated into English and will make that version available to the Director of Technical Leadership and Knowledge Management, for delivery to the delegate from Jamaica on the Steering Committee.
- The Coordinator of the Committee will attempt to accompany Dr. Carlos Pomareda during the presentation of the report to the Director General, Dr. Chelston Brathwaite, before the Executive Committee meeting.
- The Steering Committee plans to ask Dr. Pomareda to make a 45-minute presentation at the next meeting of the Executive Committee, followed by an open discussion of the report and the implications of same for the future of IICA.