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Sistema Económico  
Latinoamericano y del Caribe  
Latin American and Caribbean  
Economic System

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Latino-Americano e do Caribe  
Système Economique  
Latinoaméricain et Caribéen

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## REGULATIONS OF THE ACTION COMMITTEES

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C O N T E N T S

<b>NOTE</b>	<b>1</b>
<b>REGULATIONS OF THE ACTION COMMITTEES (*)</b> <b>(Approved by the Latin American Council in Decision N° 5,</b> <b>Adopted during its First Regular Meeting, held in Panama</b> <b>on 17 October 1975, and ratified in its First Special Meeting,</b> <b>held in Caracas on 14 January 1976)</b>	<b>3</b>

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(\*) See Note on page 1.



**NOTE**

In its XXXI Regular Meeting, the Latin American Council made the following provisions in its Decision N° 473:

“1. That the terms “Latin America” and “Latin American”, as used in the Panama Convention establishing the Latin American Economic System should be interpreted as meaning “Latin America and the Caribbean” and “Latin American and Caribbean”, respectively, and that, consequently, the name of the organization should be understood as meaning “Latin American and Caribbean Economic System.”

2. To authorize the organs of the system to use, in its official documents, the name “Latin American and Caribbean Economic System”, without changing the acronym.

3. To provide for the documents that will be published in the future to be in accordance with this Decision.”



## **CHAPTER I**

### **COMPOSITION AND OBJECTIVES**

Article 1<sup>o</sup> The Action Committees shall be composed of more than two Member States of the Latin American Economic System (SELA), interested in participating in them.

Participation in the Action Committees, whose temporary function shall end upon conclusion of their tasks, shall be open to all Member States.

Article 2<sup>o</sup> The objectives of the Action Committees shall be to serve the participating Member States as instruments of joint action in the following activities, among others:

a) To draw up studies, specific cooperation programmes and projects among participating Member States, preferably linked to the fields of action outlined in SELA's Work Programme.

b) To coordinate the execution of specific cooperation programmes and projects, agreed upon by the participating Member States, which preferably form part of the fields of action outlined in SELA's Work Programme.

c) To prepare and adopt joint positions for specialized meetings and negotiations which are of direct interest to more than two of the Member States, in accordance with the joint positions on coordination matters adopted by the Latin American Council.

## **CHAPTER II**

### **FORM OF CONSTITUTION**

Article 3<sup>o</sup> The Action Committees shall be constituted by decision of the Council or the interested Member States. The Permanent Secretariat may propose the creation of Action Committees to the Latin American Council.

#### **A. ACTION COMMITTEES CONSTITUTED BY THE COUNCIL**

Article 4<sup>o</sup> Upon proposal of any Member State or of the Permanent Secretariat, the Council may establish Action Committees to achieve the objectives set forth in Article No. 2 of these Rules of Procedure, and to carry out SELA's Work Programme.

Article 5<sup>o</sup> Any initiative submitted to the Council to establish an Action Committee should be sent to all the other Member States at least 30 days prior to the Council Meeting in which it shall be considered.

Article 6<sup>o</sup> Such initiative should contain the following:

- a) Background justifying the establishment of the Committee.
- b) A description of the objectives of the Committee.
- c) A description of the procedures deemed necessary to accomplish these objectives.
- d) Estimated period of operation.
- e) A preliminary estimate of the expenses of the Committee and the possible distribution of quotas to be allocated by participating Member States.

Article 7<sup>o</sup> The Council shall decide on the establishment of Action Committees in accordance with paragraph b) of Article 17 of the Panama Convention.

Article 8<sup>o</sup> The representatives of the Member States having an interest in participating in an Action Committee, duly authorized for this purpose, shall meet to sign its Constitution within the time frame specified by the Council decision.

## **B. ACTION COMMITTEES CONSTITUTED BY THE MEMBER STATES**

Article 9<sup>o</sup> Three or more Member States may establish Action Committees, compatible with the rules and objectives of the Latin American Economic System.

To this effect, they shall sign a Constitution Act.

Article 10<sup>o</sup> The Member States interested in creating an Action Committee must inform the Permanent Secretariat about such initiative through a notification accompanied with the corresponding proposal that should include the specific elements referred to in Article 11 of these regulations.

The Permanent Secretariat will inform all Member States about the proposal.

A Consultation Meeting may be held, open to the participation of all Member States, at the request of one of them. It would be convened by the Permanent Secretariat within 60 days following the date of the proposal. The convocation of such meeting should be made not less than 30 days in advance of the date specified for it.

Also, the Permanent Secretariat, on the basis of its powers in the area of coordination and taking into account the activities carried out by other Action Committees, may recommend the Member States to convene a Consultation Meeting.

Should this recommendation be accepted by any Member State, the Permanent Secretariat will convene a meeting, complying with the same deadlines.

Upon the expiration of the period established in the previous paragraph for consultation, if no request has been made, or after holding the consultation meeting, if it was convened, the Member States will sign the Constitution Act.



### **C. CONSTITUTION ACTS**

Article 11<sup>o</sup> The Constitution Acts of the Action Committees must contain, among others, the following elements:

- a) Participating Member States.
- b) Objectives, programmes, schedules and working procedures.
- c) Period of operation.
- d) Budget and distribution of quotas among participating member countries.
- e) Authorities.
- f) Details about the technical staff required.
- g) Procedure for adopting decisions.
- h) Rules of the Committee Secretariat and linkage with the Permanent Secretariat, in consultation with it.
- i) Headquarters.
- j) Complementary provisions deemed to be advisable for a better compliance with the objectives.

Article 12<sup>o</sup> The Permanent Secretariat will be the depository of the Constitution Acts of the Committees and will send certified copies thereof to all Member States, within the following fifteen days.

Article 13<sup>o</sup> The Constitution Acts of the Committees can be reformed at any time, through a decision taken by consensus of the Member States participating in the Committee. The Permanent Secretary will inform about such reforms to all Member States.

### **CHAPTER III**

#### **FORMS OF PARTICIPATION OF MEMBER STATES**

Article 14<sup>o</sup> The commitments agreed to by the Action Committees will be binding only for the participating Member States, in the terms set forth in Article 24 of the Panama Convention.

Article 15<sup>o</sup> The Action Committees will be open to the participation of other Member States of SELA, pursuant to the conditions agreed upon with the Member States participating in the Committee and taking into account the scope of paragraph 5 of Article 5 of the Panama Convention.

Article 16<sup>o</sup> The Action Committees may create Working Groups or adopt those operating procedures deemed relevant for better fulfilment of their objectives.

## **CHAPTER IV**

### **PARTICIPATION AND REPRESENTATION**

Article 17<sup>o</sup> The Action Committees will be made up by representatives of the participating Member States, who may be accompanied by their advisers.

Article 18<sup>o</sup> Other non-participating Member States may attend all plenary meetings of the Action Committees as observers.

Article 19<sup>o</sup> Each one of the Action Committees may decide, by consensus, to invite those persons or public or private organizations deemed appropriate to attend certain sessions as advisors or observers, in order to comply with their duties.

## **CHAPTER V**

### **FUNDING OF THE ACTION COMMITTEES**

Article 20<sup>o</sup> The financing of Action Committees will be the responsibility of the Member States participating in them, and should take into account the scope of paragraph 5 of Article 5 of the Panama Convention.

## **CHAPTER VI**

### **RELATIONS WITH THE PERMANENT SECRETARIAT**

Article 21<sup>o</sup> Each Action Committee will establish its own Secretariat, which will be held by an official of the Permanent Secretariat to the extent of his possibilities and, in his absence, the participating Member States will notify the name of the official who will hold the Secretariat of the Committee to the Permanent Secretariat. The functions of the Secretary of the Committee will be mainly to support and coordinate the tasks of the Action Committee and to act as an intermediary with the Permanent Secretariat.

Article 22<sup>o</sup> The Permanent Secretariat will include in its Work Programme the provisions to support the Action Committees and cooperate with them.

Article 23<sup>o</sup> The Permanent Secretary or his representative may attend all the plenary meetings of the Action Committees in order to comply with the functions of coordination and information set forth in the Panama Convention.

Article 24<sup>o</sup> The Action Committees will submit annual reports on their activities for consideration of the Council, without prejudice to the reports that they would submit to the special meetings of the Council at ministerial level.

These reports will be forwarded to the Member States at least thirty days in advance of the respective meetings.

Article 25<sup>o</sup> Without prejudice to the provisions of the previous Article, the Permanent Secretariat will coordinate the presentation of the reports drafted by the Action Committees.

Article 26<sup>o</sup> The Action Committees will keep the Permanent Secretariat informed about the progress of their work and will timely send to it the agendas of their meetings and their work documents.

Article 27<sup>o</sup> The Member States may request, whenever they need to do, information from the Permanent Secretariat on the progress of the Action Committees.

## **CHAPTER VII**

### **HEADQUARTERS AND MEETINGS**

Article 28<sup>o</sup> The meetings of the Action Committees will be held at their headquarters. They may also take place anywhere else as each Committee deems it appropriate in order to facilitate compliance with its duties.

## **CHAPTER VIII**

### **WITHDRAWAL OF PARTICIPATING MEMBER STATES**

Article 29<sup>o</sup> Any of the Member States participating in an Action Committee may withdraw from it through a written communication addressed to the other Member States participating in the Committee and to the Permanent Secretariat.

The withdrawal will take effect 90 days after the date on which the respective notification is received by the Permanent Secretariat.

The Member State which withdraws from a Committee is responsible for all those obligations it has taken on until the date of the notification of withdrawal.

Article 30<sup>o</sup> The Member States participating in an Action Committee may establish, by consensus, different rules from those set forth in the second and third paragraphs of Article 29 for the eventuality of withdrawal of a Member State from that Committee.

## **CHAPTER IX**

### **PERIOD OF VALIDITY OF THE ACTION COMMITTEES**

Article 31<sup>o</sup> Without prejudice to the competence of the Council in this matter, Action Committees will conclude their duties when they achieve their objectives.

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For this purpose, if by the expiration of the period set forth in their Constitutive Act, they have not completed the activities entrusted to them, the Council or the participating Member States, as appropriate and in the same manner in which the original term was established, may decide to extend the period of validity for as long as they deem it suitable to their interests.

Article 32<sup>o</sup> Notwithstanding the provisions of the previous Article, the Member States participating in the Action Committees may decide, by consensus, to terminate their functions at any time.

Article 33<sup>o</sup> In addition, the Action Committees will terminate their activities when the number of States participating in them drops to less than three.

Article 34<sup>o</sup> When an Action Committee terminates its activities, the participating Member States will adopt the provisions that they may deem appropriate in order to deal with any debts and liquidate the funds and other assets of said Committee. Participating Member States will submit a final report on the activities of the Committee to the Council.

## **CHAPTER X**

### **GENERAL PROVISION**

Article 35<sup>o</sup> The Council will make decisions on any unforeseen cases that are not provided for in these Regulations.