



# **Draft annotated agenda and organization of works**

*XLV Regular Meeting of the Latin American Council  
Caracas, Venezuela  
18 and 19 November 2019  
SP/CL/XLV.O/DT N° 2-19*

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**PART I****DRAFT ANNOTATED AGENDA**

The sessions of the XLV Regular Meeting of the Latin American Council of SELA will be held Caracas, Venezuela, at the headquarters of the Permanent Secretariat of SELA, located in Av. Francisco de Miranda, Torre Europa, fifth floor, Simón Bolívar Conference Room, Campo Alegre.

The Preparatory Stage will be held on 18 November and the Ministerial Stage on 19 November as of 9:00 a.m.

**ITEM I. ORGANIZATION OF WORKS**

An informal meeting of Heads of Delegation will take place prior to the formal opening of the Preparatory Stage, with a view to unifying criteria as regards the following issues:

1. Election of the members of the Bureau: consultations will be made to elect the Chairman of the Council, the First Vice Chairman, the Second Vice Chairman and the Rapporteur
2. Draft organization of works for the meeting
3. Agenda for the Preparatory Stage

In accordance with Article 22 of the Regulations of the Latin American Council, this supreme organ of SELA should approve the Agenda. Once the Bureau has been elected, the Latin American Council should consider the draft organization of works (Part II of this document) and the Draft Agenda (SP/CL/XLV.O/DT N° 1-19).

**ITEM II. ANNUAL REPORT OF THE PERMANENT SECRETARIAT**

The Permanent Secretary will submit for consideration of the Latin American Council the "Forty-third Annual Report of the Permanent Secretariat" (SP/CL/XLV.O/DT N° 3-19), which includes the activities carried out since the last Regular Meeting of the Council to date.

**ITEM III. WORK PROGRAMME FOR THE YEAR 2020**

The Permanent Secretariat will submit for consideration of the Latin American Council the "Draft Work Programme for the year 2020" (SP/CL/XLV.O/DT N° 4-19). In accordance with the provisions set forth in Decision N° 440, the following three thematic areas will be dealt with: i) Intra-Regional Relations; ii) Economic and Technical Cooperation; and iii) Extra-Regional Relations.

**ITEM IV. BUDGET OF THE PERMANENT SECRETARIAT FOR THE YEAR 2020 AND ADMINISTRATIVE MATTERS****1. Budget**

The Permanent Secretariat will submit for consideration of the Latin American Council the "Draft Administrative Budget of the Permanent Secretariat for the year 2020" (SP/CL/XLV.O/DT N° 5-19), along with its corresponding explanatory preamble.

**2. Administrative matters**

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### **2.1. Audit Report on the Financial Statements of the Permanent Secretariat at 31 December 2018**

The Permanent Secretariat will submit for consideration of the Latin American Council the "Audit Report on the Financial Statements of the Permanent Secretariat at 31 December 2018" (SP/CL/XLV.O/DT N° 6-19).

### **2.2 Audit Proposal for the year 2019**

The Permanent Secretariat will submit for consideration of the Latin American Council the "Audit Proposal for the year 2019" (SP/CL/XLV.O/DT N° 7-19).

## **ITEM V. INSTITUTIONAL MATTERS**

Election of a Member of the Administrative Tribunal of SELA

The Latin American Council will proceed with the Election of a Member of the Administrative Tribunal of SELA. Document SP/CL/XLV.O/DT N° 8-19 will be submitted for that purpose.

## **ITEM VI. OTHER MATTERS**

As customary, this item will be open in order to consider other initiatives that the Delegations of the Member States might propose.

**PART II**  
**ORGANIZATION OF WORKS FOR THE MEETING**

**PREPARATORY STAGE**

**18 November 2019**

**Morning**

08:30 Registration

09:00 – 09:45 Meeting of Heads of Delegation

10:00 – 13:00 Start of the Preparatory Stage

**Item I.** Approval of the Agenda for the Preparatory Stage

**Item II.** Annual Report of the Permanent Secretariat

**Item III.** Work Programme for the year 2020

**Item IV.** Budget of the Permanent Secretariat for the year 2020 and administrative matters

Audit Report on the Financial Statements of the Permanent Secretariat at 31 December 2018

Audit Proposal for the year 2019

**Item V. INSTITUTIONAL MATTERS**

Election of a Member of the Administrative Tribunal of SELA

**Item VI.** Other matters

**Afternoon**

15:00 – 18:00 Consideration of the Draft Report on the Preparatory Stage (Rapporteur's Report and Decisions)

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**19 November 2019**

### **Morning**

#### **MINISTERIAL STAGE**

09:00 – 11:00 Opening of the Ministerial Stage

- Speech by the Permanent Secretary of the Latin American and Caribbean Economic System (SELA)
- Speech by the Chairman of the Latin American Council
- Speech by the Representative of the Government of the Bolivarian Republic of Venezuela

### **Afternoon**

11:00 – 13:00 Ministerial Plenary Session

- Presentation of the Report on the Preparatory Stage (Rapporteur's Report and Decisions)
- Approval of the Final Report
- Closing ceremony

**PART III**

**DOCUMENTS OF THE AGENDA**

**Work Documents:**

DT 1 Draft Agenda

DT 2 Draft annotated agenda and organization of works

DT 3 Forty-third Annual Report of the Permanent Secretariat

DT 4 Draft Work Programme for the year 2020

DT 5 Draft Administrative Budget of the Permanent Secretariat for the year 2020

DT 6 Audit Report on the Financial Statements of the Permanent Secretariat at 31 December 2018

DT 7 Audit Proposal for the year 2019

DT 8 Election of a Member of the Administrative Tribunal of SELA