

REPORT OF THE FOURTH REGULAR MEETING
OF THE EXECUTIVE COMMITTEE

San Jose, Costa Rica
December 2-7, 1984





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December 2-7, 1984**



**Central Office of the General Directorate
Inter-American Institute for Cooperation on Agriculture
San Jose, Costa Rica
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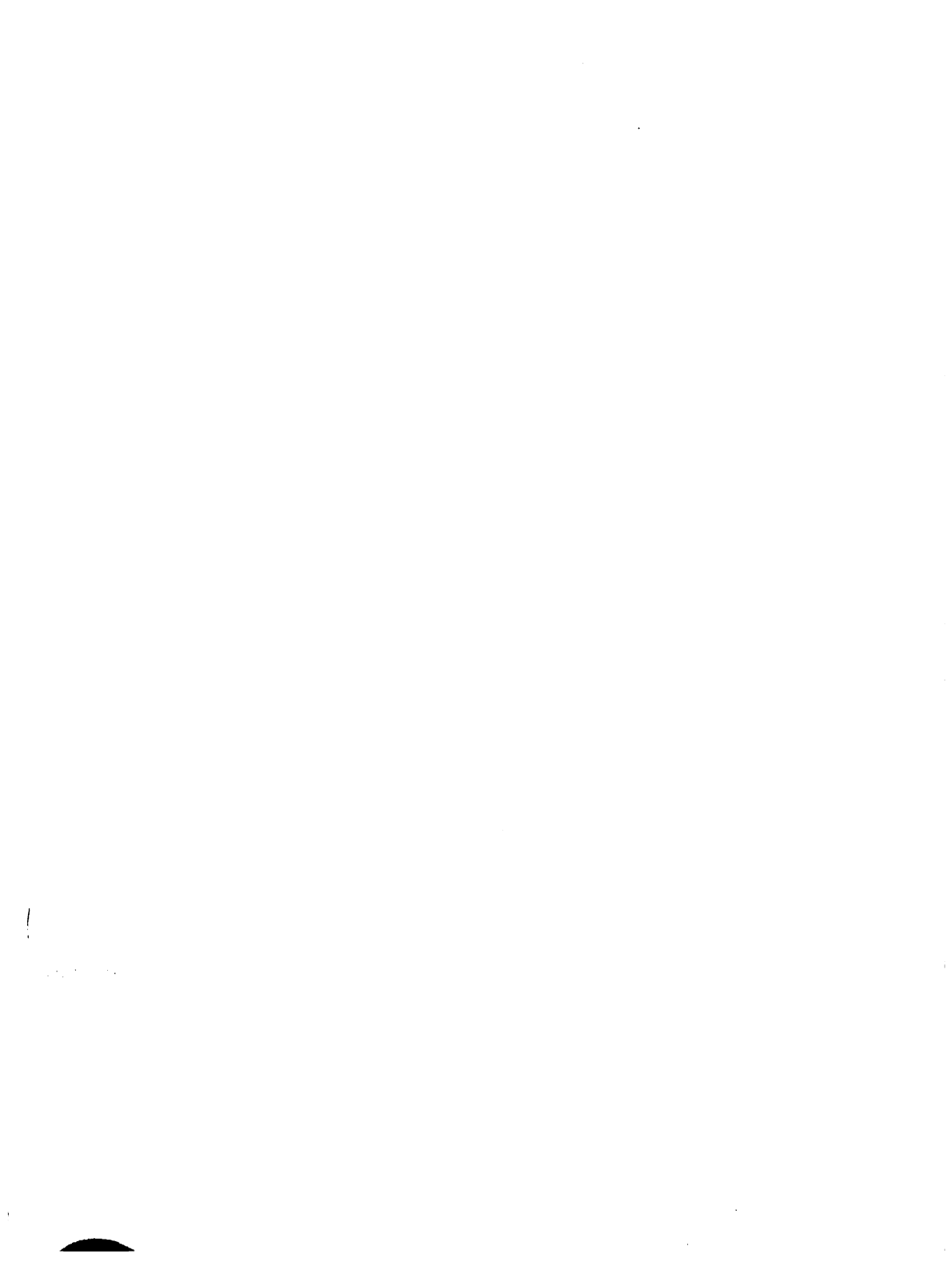
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INTRODUCTION



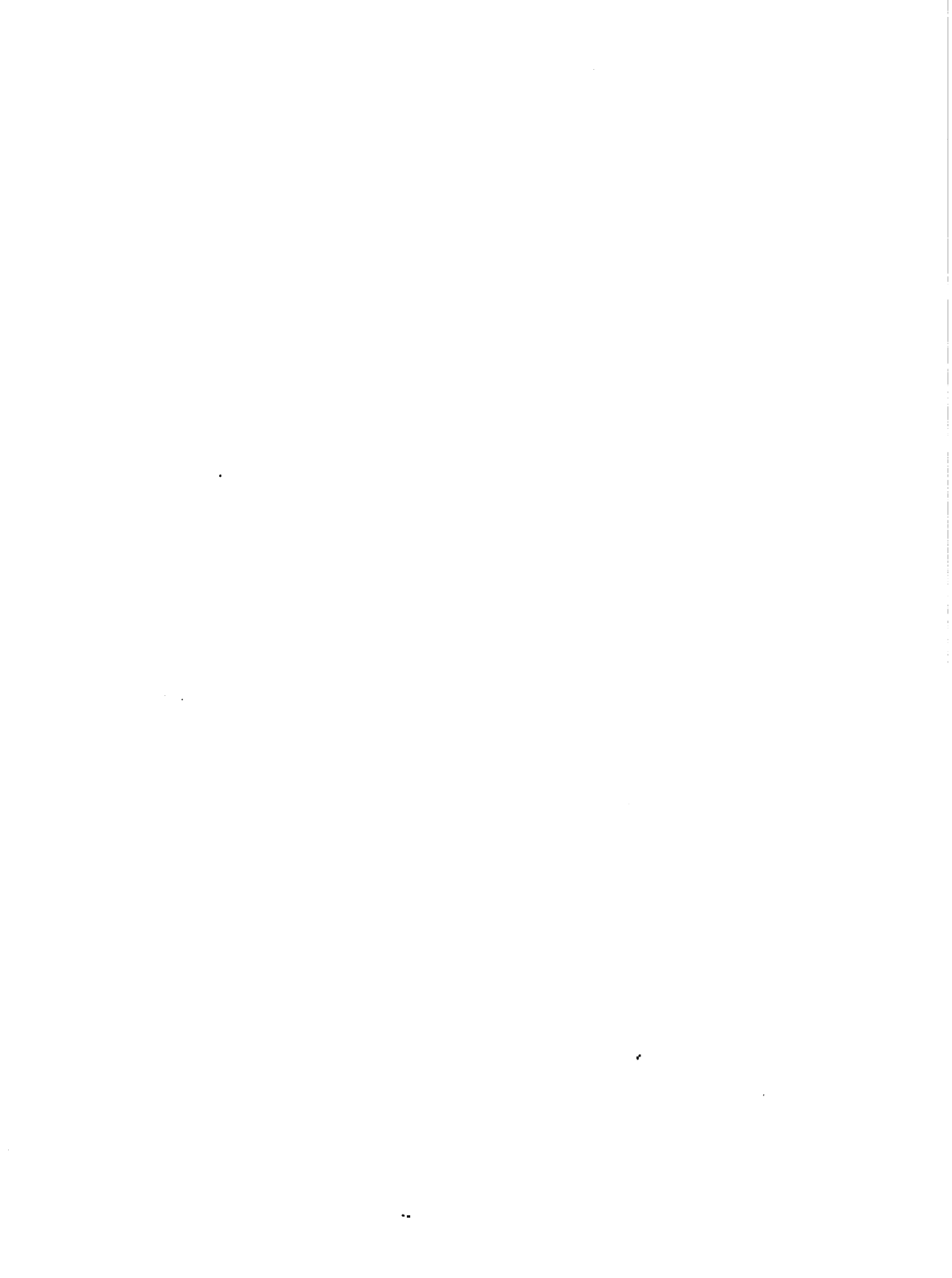
INTRODUCTION

This Report contains the Proceedings of the Fourth Regular Meeting of the Executive Committee, which was held in San Jose, Costa Rica, from December 2 to 7, 1984. It further contains the Committee's Resolutions, the Agenda for the meeting, the list of participants, and other documents and addresses produced during the course of the meeting.

This publication is No. 30 of the Official Documents Series and is available in separate volumes in English, French, Portuguese and Spanish. It was published for the purpose of disseminating information on the activities of the Inter-American Institute for Cooperation on Agriculture.



**REPORT OF THE FOURTH REGULAR MEETING OF THE EXECUTIVE
COMMITTEE OF THE INTER-AMERICAN INSTITUTE FOR
COOPERATION ON AGRICULTURE**



**PROCEEDINGS OF THE FOURTH REGULAR MEETING OF THE
EXECUTIVE COMMITTEE OF THE INTER-AMERICAN INSTITUTE
FOR COOPERATION ON AGRICULTURE**

San Jose, Costa Rica
2-7 December 1984

The Fourth Regular Meeting of the Executive Committee of the Inter-American Institute for Cooperation on Agriculture (IICA) was held in compliance with the stipulations of the Rules of Procedure of the Executive Committee and by agreement of the Second Regular Meeting of the Inter-American Board of Agriculture, which met in October, 1983 in Kingston, Jamaica.

PARTICIPANTS

In accordance with Chapter II of the Rules of Procedure of the Executive Committee, "Participants," the following Delegates and Observers participated in the meeting:

Delegates

Héctor A. Molinuevo, Argentina (Regular)
Edgardo R. Moscardi, Argentina (Alternate)
Gil Miller Puyo Jaramillo, Colombia (Regular)
Roberto Morales Sáenz, Colombia (Alternate)
Carlos Manuel Rojas López, Costa Rica (Regular)
Oscar Fonseca, Costa Rica (Alternate)
Eduardo Zumbado, Costa Rica (Alternate)
Virginia Sancho Alpízar, Costa Rica (Alternate)
Ana C. Armijo, Costa Rica (Alternate)
Collin Bully, Dominica (Regular)
Marino Chanlatte Sobeca, Dominican Republic (Regular)
Ricardo Dávila, Ecuador (Regular)
José Ernesto Soto Gómez, El Salvador (Regular)
O. Marie Strachan, Jamaica (Regular)
Raúl Torres Segovia, Paraguay (Regular)
Errol Small, Trinidad and Tobago (Regular)
Max Witcher, United States of America (Regular)
Donald Stewart, United States of America (Alternate)

Roger Lewis, United States of America (Alternate)
John Wyss, United States of America (Alternate)
Rafael Griman, Venezuela (Regular)
Francisco Torres, Venezuela (Alternate)

Observers

Carlos Hugo Molina Saucedo, Bolivia
Fernando Calderón Rocabado, Bolivia
Aral Antumes Jara, Brazil
Percy Abols, Canada
Margaret Jaques, Canada
Felipe Ortiz, Chile
Víctor Hugo Ramírez Lavalle, Mexico
Bayardo Serrano, Nicaragua
Alexis Calderón Peñalosa, Panama
Albert H. Van Dijk, Suriname
Mirta Vanni de Barbot, Uruguay
Susana Dansilio Pozzi, Uruguay

Permanent Observer Countries

Herberth K. Froemberg, Federal Republic of Germany
Zeev Markus, Israel
Nicola Silvestri, Italy
Javier Sandomingo, Spain

Observers from the Inter-American System

Parisio Pineda, IDB
Fernando Bravo, OAS
Emigdio Balbuena Valdez, PAHO

Other Observers

Rodrigo Tarté Ponce, CATIE
Gilberto Garza Falcón, CREFAL
Anna María Boekraad, ILO
Manuel Martínez y Martínez, SIECA

IICA personnel included: the Director General, the Deputy Director General, the Assistant Deputy Directors General for Operations, Program Development and External Affairs (Acting), the Director of the Cabinet, the Director of Human Resources, the Director of Financial Resources and Management, the Director of Public Information and Institutional Support, the Coordinator of International Relations, the Legal Advisors, the Director of External Financing and other Institute officers.

INAUGURAL SESSION

- 0.1 The Inaugural Session of the Fourth Regular Meeting of the Executive Committee of IICA began at 09:10 hours on December 3, 1984, in Room 83A-84A of the Institute's Central Office in San Isidro de Coronado, Costa Rica.
- 0.2 The inaugural ceremony was presided over by the Representative of Canada, Mr. Percy Abols. It began with a welcoming message by the Director General, Mr. Francisco Morillo Andrade, who briefly summarized the work of the Institute in recent years, underscoring the importance of the agricultural sector for the overall development of the countries of the Americas.
- 0.3 A memorial ceremony was then held for Dr. Ralph H. Allee, former Director General of IICA. The Executive Committee observed one minute of silence in his memory.
- 0.4 The Representative of the Government of Costa Rica, Mr. Carlos Manuel Rojas, Minister of Agriculture and Livestock, then gave an address in which he stressed the importance of the Fourth Meeting. He drew attention to the fundamental need for the countries of the Americas to revitalize technical cooperation and rural development.
- 0.5 The Chair officially called to order the Fourth Regular Meeting of the Executive Committee.
- 0.6 The Inaugural Session closed at 09:45 hours.

PREPARATORY SESSION

- 0.7 The Preparatory Session of the Fourth Regular Meeting of the Executive Committee was called to order at 10:30 hours on December 3, at 1984, in Room 83A-84A of IICA's Central Office, and was chaired by the Delegate from Canada, Mr. Percy Abols.
- 0.8 The Committee adopted agreements concerning the following items on the Order of Business:
 - a) Election of the Chairman of the Fourth Regular Meeting;
 - b) Election of the Rapporteur;
 - c) Agenda;

- d) Credentials Committee and Style Committee;
- e) Working Groups;
- f) Deadline for presentation of proposals;
- g) Duration of the meeting;
- h) Order of precedence;
- i) Other business.

0.9 The Preparatory Session came to a close at 11:15 hours.

FIRST PLENARY SESSION

- 1.1 The First Plenary Session of the Fourth Regular Meeting of the Executive Committee was called to order at 11:35 hours on December 3, 1984, in room 83A-84A of IICA's Central Office. It was presided over by the Representative from Canada, Mr. Percy Abols.

Endorsement of the agreements of the Preparatory Session

Election of the Chair

- 1.2 The Committee approved by acclamation the agreement of the preparatory Session to elect as Chairman of the meeting, the Representative from Ecuador, Mr. Ricardo Dávila. He thanked the plenary for thus honoring him and his country.

Election of the Rapporteur

- 1.3 Under the chairmanship of the Representative from Ecuador, the Committee then approved by acclamation the designation as Rapporteur, of the Representative from Argentina, Mr. Edgardo R. Moscadi.

Agenda

- 1.4 The Committee approved the agenda proposed by the Director General and added two items under Other Business: a) the official offer of the Government of Uruguay to host the Third Regular Meeting of the Inter-

American Board of Agriculture; and b) the Report of the Internal Auditor on the Director General's statement of property ownership, in accordance with Article 10.e. of the Rules of Procedure of the General Directorate.

Membership of Committees

- 1.5 The membership of the Credentials Committee was approved as follows: Representatives from the United States of America, Trinidad and Tobago and Paraguay, with Costa Rica presiding.
- 1.6 The Style Committee was made up of the Representative from the Dominican Republic for Spanish, and the Representative from Jamaica for English.
- 1.7 It was agreed to set up working committees during the course of the discussions, if this proved necessary.

Deadline for submitting proposals

- 1.8 The Committee agreed to set December 4 at 16:00 hours as the deadline for submitting proposals.

Approximate duration of the meeting

- 1.9 The Committee approved the suggestion of the Director General to complete the Fourth Regular Meeting on Friday, December 7 in the afternoon.

Order of Precedence of the Member States:

- 1.10 The Committee ratified the Order of Precedence determined by lot in the Preparatory Session. The order was set as follows:

Dominica
El Salvador
Jamaica
Paraguay
Dominican Republic
Trinidad and Tobago
Colombia
Argentina
Venezuela
Costa Rica
United States of America

Other Business

- 1.11 The Director General invited the Representatives and Observers to certain special activities at the close of each day's Committee sessions, for discussion of items related to the Institute's progress and the 1986-1987 Program-Budget. He requested the support and cooperation of all Representatives for this purpose.
 - 1.12 The Director General submitted to the consideration of the plenary the possibility of paying a visit to the Tropical Agriculture Research and Training Center (CATIE) on December 8.
- Item 1. Report of Director General on Alternatives for the Recording System for Meetings of the Executive Committee and Inter-American Board of Agriculture (IICA/CE/Doc.93(84)).**
- 1.13 In response to the request issued by the Inter-American Board of Agriculture at its Second Regular Meeting, the Director General submitted the Report on Alternatives for the Recording System. The Technical Secretary provided pertinent explanation and the Rapporteur read the proposed draft resolution.
 - 1.14 The Committee approved the draft resolution presented by the Director General and asked that a draft resolution on the Recording System be submitted to the next Executive Committee Meeting and referred to the Inter-American Board of Agriculture.
 - 1.15 The Director General of IICA asked Dr. Gilberto Garza Falcón, Director General of the Regional Center for Adult Education and Functional Literacy for Latin America (CREFAL), to come to the head table to sign the agreement to extend technical cooperation between the two institutions. Dr. Garza Falcón delivered a brief summary of the philosophy and objectives of the agreement.
 - 1.16 The session was adjourned at 12:35 hours.

SECOND PLENARY SESSION

- 2.1 The Second Plenary Session of the Fourth Regular Meeting of the Executive Committee, which was chaired by the Representative from Ecuador, was called to order at 14:25 hours on December 3, 1984.
- 2.2 In accordance with the Order of Business, the Chair invited the Director General to discuss Item 2 of the Agenda.

Item 2. 1983 Annual Report

- 2.3 The Director General delivered a general discussion on the format and content of the 1983 Annual Report. He then requested the Assistant Deputy Director General for Program Development, Mr. Jorge Soria, to address the Committee on the most pertinent aspects of the Annual Report.
- 2.4 Mr. Soria provided a summary of the major problems affecting agriculture in Latin America and the Caribbean. The Deputy Director General, Mr. Quentin M. West, then summarized the content of Chapter 2 of the Annual Report, "The Institute and its Purposes," making special mention of the existence of IICA Offices in all of the member countries, as of 1983.
- 2.5 The Assistant Deputy Director General for Program Development gave a detailed report on the actions of the ten IICA programs, and within that context enumerated the different projects implemented in each of the member countries.
- 2.6 The Assistant Deputy Director General for Operations, Mr. José Alberto Torres, presented a summary report of the actions carried out by the Institute's Specialized Centers, namely: CIDIA, CEPI and CATIE. Furthermore, he reported on the actions of the Simon Bolivar Fund.
- 2.7 The Chairman submitted Chapter 5 of the Annual Report, "The Simon Bolivar Fund," and the "1983 Annual Report of the Simon Bolivar Fund," to the consideration of the Committee.
- 2.8 The Representatives from the United States and Trinidad and Tobago congratulated the Director General on the information furnished. The Representative from Argentina did likewise and indicated that the length of the report did not permit him to examine each chapter in detail. He furthermore stated that the Report's discussion of future trends in the agricultural sector of the region was disquieting. While it was an area that exceeded IICA's specific purposes, it called for efficient action on the part of the Institute to contribute to cooperation among countries to increase

the adoption of technology and raise agricultural production and productivity. He added that Argentina had pledged its full support for the purposes of attaining this objective.

- 2.9 The Representative from Jamaica indicated that the listing of IICA's activities for 1983 was most impressive, but wished to know what provisions had been made to conduct periodic evaluations, and how the Executive Committee and the Inter-American Board of Agriculture were informed of these evaluations. The Director General provided an in-depth account of the work conducted by the Directorate for Evaluation, assigned to the Office of the Assistant Deputy Director General for Program Development, and its supervisory role vis-à-vis the Office of the Assistant Deputy Director General for Operations. He further discussed the Uniform Reporting System for projects, currently in use in IICA, and elaborated on the provisions which were being adopted to involve the countries in these evaluation efforts.
- 2.10 The Director General invited the Representatives to voice their opinions on IICA's activities, for the purposes of effecting the necessary modifications.
- 2.11 The Representative from the United States suggested that in the future the IICA Annual Report contain fewer pages, include project costs, identify the photographs accompanying the text and include additional explanatory diagrams. The Chair and the Director General indicated that they had taken note of these suggestions.
- 2.12 The Representative from Trinidad and Tobago asked that information concerning projects be quantified, and that the problems which IICA faced in the implementation of its projects be reported. The Director General indicated that future Annual Reports would contain the requested information, so as to maximize the benefit of institutional experiences for the member countries and IICA.
- 2.13 The Chair suggested that discussion of this item be resumed in the next Plenary Session. The Session came to a close at 17:10 hours.

THIRD PLENARY SESSION

- 3.1 The Third Plenary Session of the Fourth Regular Meeting of the Executive Committee was called to order at 08:40 hours on December 4, 1984. It was chaired by the Representative from Ecuador.

Approval of the Proceedings of the Inaugural Session, the Preparatory Session, the First Plenary Session and the Second Plenary Session

- 3.2 The Order of Business was read, and the Chair submitted the Proceedings of the Inaugural Session to the consideration of the plenary. They were approved.
- 3.3 The Chair submitted the Proceedings of the Preparatory Session to the consideration of the plenary, and they were approved.
- 3.4 The Chair submitted the Proceedings of the First Plenary Session to the consideration of the plenary, and they were approved.
- 3.5 The Chair submitted the Proceedings of the Second Plenary Session to the consideration of the plenary, and they were approved with additions.

Items 1983 Annual Report and 1983 Simon Bolivar Fund Report (Cont.) 2 and 3

- 3.6 At the request of the Director General, the Acting Assistant Deputy Director General for External Affairs, Mr. Ronald Echandi, gave a summary of the institutional relations maintained by the Institute in 1983 with agencies of the Inter-American System and the United Nations System, governments and institutions of the Permanent Observers, regional and subregional agencies, and other institutions of the member countries and donor nations.
- 3.7 At the suggestion of the Representative from Dominica, the Committee agreed to adopt a resolution charging the Director General to include information on projects funded with extra-quota resources in future Annual Reports.
- 3.8 The Representative from Jamaica congratulated the Director General on IICA's relations with the World Bank and stated her country's hope that close cooperation would continue between IICA and the World Bank in the Caribbean.
- 3.9 The Committee took cognizance of the 1983 Annual Report and the 1983 Simon Bolivar Fund Report.

Item 4. Financial Report and 1983 Report of the External Auditors (IICA/CE/Doc.101(84))

- 3.10 The Director General presented the Financial Report. He particularly drew attention to the volume of financial operations that IICA carried out, the modernization of systems for accounting records and information, the difficulty of collecting quota payments due to economic problems in the countries, and the fact that the Institute had not been obliged to incur any debts in 1983.
- 3.11 At the request of the Director General, the Director of Financial Resources and Management, Mr. Fabio Villacís, gave a detailed description of the Financial Report, with particular emphasis on the Regular Fund, the Simon Bolivar Fund, the Trust Funds and the National Funds. He also summarized the content of the Report of the External Auditors, especially with reference to the Statements of Assets, Liabilities and the General Working Fund and the Statements of Income, Expenditure and Changes in the General Working Fund.
- 3.12 Mr. Villacís was assisted with his presentation by the Head of the Budget Division, Mr. Juan Luis Marambio, who gave the Committee an explanation of budget performance by the programs, as described in the Report of the External Auditors.
- 3.13 The Representative from the United States of America noted that the form in which the information had been presented facilitated the Representatives' understanding of the material. He added that his Delegation was interested in making several comments and specific suggestions, as a positive contribution.
- 3.14 The Representative from the United States of America stated that the presentation of the financial information did not meet the standards of other international organizations. While the General Working Fund had increased, IICA should forecast its actual revenues in making budgetary projections. In the case of doubtful accounts, it was necessary for the Director General to give background information and for a recommendation to be made for these funds either to be collected or to be dropped from the statement of accounts. He added that the latter decision fell within the jurisdiction of the Inter-American Board of Agriculture.
- 3.15 He also discussed his Delegation's concern with the lack of a statement of accounts on the use of the subsidy IICA paid to the Tropical Agriculture Research and Training Center (CATIE), adding his opinion that it was necessary for CATIE to give an accounting and auditor's report on these funds so that the information could be used in authorizing payment of the subsidy for the 1986-1987 biennium.

- 3.16 The Representative from the United States of America stated that the redistribution of resources for programs that the Director General had made in 1983 reflected a clear setting of priorities for performance of IICA's programs.
- 3.17 He also commented that, while the Report of the External Auditors had been completed on April 8, 1984, it had not been sent to the countries until October 19. This Report should have been sent to the member countries by June 30, 1984 at the latest, he added, and he hoped that the 1984 Report would not be sent later than that date in 1985.
- 3.18 The Representative from the United States of America stated that his country hoped that, beginning with the 1984 Report of the External Auditors, IICA would report on all its operations, using generally accepted accounting principles, as had been agreed by the Inter-American Board of Agriculture in 1981. He also hoped that the General Directorate would provide an in-depth explanation of doubtful accounts receivable, including background information as to why the accounts had not been collected, and concerning the obligations assumed by IICA and by the member countries.
- 3.19 He went on to ask for an explanation of losses due to currency exchange in 1983, and noted his country's wish that the Director General use past experience with resource redistribution for programs, in preparing the 1986-1987 Program-Budget.
- 3.20 The Director General thanked the Representative from the United States of America for his comments and stated that a major effort had been made to record and present information on financial operations in accordance with generally accepted accounting principles. The name "doubtful accounts receivable" was in accordance with the external audit, and was a first stage in producing the type of report suggested by the Representative from the United States of America and for deciding whether or not it was advisable to keep these accounts on the books, as charged by the Inter-American Board of Agriculture.
- 3.21 He then discussed the lack of a financial report on IICA's contribution to CATIE, explaining that the new Contract included a requirement for CATIE to report on the use of these resources. The date of mailing reports and documents for the Fifth Regular Meeting of the Executive Committee would be moved ahead to May or June of 1985. He also reported that the losses were incurred on currency exchange because National Funds, which received contributions in local currencies, lost book value when recorded in United States dollars using the exchange rate in effect at the time. Thus, devaluations had a negative effect. He stated that a mechanism was being sought to record them in the most appropriate way possible.

- 3.22 The Director General stated that in 1983, the degree of implementation of certain programs in the Caribbean depended on factors related to the gradual start-up processes of the projects, and to limitations on income receipt. He added that several programs could find their resource allocations reduced, depending on real priorities and needs in the countries.
- 3.23 The Representative from the Dominican Republic congratulated the General Directorate for its efforts to improve accounting and financial information systems; he also enquired about the discrepancy between the amount of short-term investments and income from interest payments.
- 3.24 The Director General explained that said discrepancy occurred a short time before the closure of financial books on December 31, when the Institute received a major contribution from some countries, disrupting the balance between short-term investments and interest payments.
- 3.25 The Representative from Argentina asked the Director General if the resources redistributed among programs and chapters had been moved toward other programs or to costs of the General Directorate. The Director General explained that the resources transferred were for the acquisition of computer equipment for accounting, for CIDIA's Hemispheric Information Project, and to cover personnel costs incurred because of the Institute's decentralization process and because of institutional requirements to relocate staff members every nine years.
- 3.26 The Representative from Dominica congratulated the Director General for the information provided and verified the Director General's statements about the project start-up process in the Caribbean. He asked for continued support for the development of Programs II, III and IX in the area.
- 3.27 The Representative from Argentina congratulated the Director General for improving IICA's financial condition and for the presentation of the report. He added that the difficulty of collecting quotas would not be solved over the short term, given the situation affecting the countries, and suggested that in the future, consideration be given to receiving part of the countries' contributions in local currency. He also suggested that future reports include documentation on programs showing substantial variation in performance, and that the Inter-American Board of Agriculture make a decision on accounts receivable.
- 3.28 The Representative from Costa Rica congratulated the Director General. The Chair, speaking as the Representative from Ecuador, acknowledged the effort made by the General Directorate in 1982 and 1983, and noted that support from the governments for program implementation was well deserved.

- 3.29 The Representative from Jamaica added her own words of congratulations and asked the Director General to expand upon the information on operational changes being made to improve the administrative structure and financial resource management.
- 3.30 In reply to the comments by the Representative from Argentina, the Director General stated that only when circumstances allowed, and depending on the type of cooperation being carried out with the countries' financing agencies, could the possibility be studied of receiving payment in local currency, without breaking Institute rules. In reply to the Representative from Jamaica, the Director General gave a detailed discussion of the Institute's progress in human resources, accounting, inventory administration and management, and the Uniform Reporting System approved by the Inter-American Board of Agriculture.
- 3.31 The Committee took cognizance of the Financial Report and the 1983 Report of the External Auditors.
- 3.32 The Chair adjourned the session at 12:30 hours.

FOURTH PLENARY SESSION

- 4.1 The Fourth Plenary Session of the Fourth Regular Meeting of the Executive Committee, chaired by the Representative from Ecuador, was called to order at 14:25 hours on December 4, 1984.
- 4.2 After the Order of Business was read, the Representative from the United States of America asked for clarification of the procedure for the submission of draft resolutions, for the purposes of presenting a draft resolution on his recommendations for the Financial Report and the Report of the External Auditors to the Executive Committee. The Technical Secretary suggested that said draft resolution be submitted in writing.
- Item 5. Report on the Resolutions of the Second Regular Meeting of the Inter-American Board of Agriculture (IICA/CE/Doc.97(84)).**
- 4.3 The Director General asked the Director of External Finance, Mr. Guillermo Grajales, to present the document. Mr. Grajales briefly outlined the follow-up to all resolutions of the Second Regular Meeting of the Inter-American Board of Agriculture, except for Resolutions 29, 33, 35, 36, 37, 38, 51 and 52, which would be dealt with more specifically in subsequent sessions of the Fourth Meeting.

4.4 The Executive Committee took cognizance of the Report of the Director General.

Item 6. Report from the Director General on Extra-Quota Contracts and Agreements signed with Member States, Agencies and Other Entities (IICA/CE/Doc.95(84)).

4.5 At the request of the Director General, the Director of External Finance presented the report and delivered a summary of the document. The Committee took cognizance of the report.

Item 7. Report of the Director General on Resolutions Adopted by the Board of Directors of the Inter-American Institute of Agricultural Sciences and Still in Force (IICA/CE/Doc.94(84)).

4.6 The Director General reported that Official Document No. 23 had been prepared in compliance with Resolution IICA/JIA/Res.7(I-E/81). Its most important points were explained by the Legal Advisor, Mrs. Tirza Rivera, who furthermore pointed to the need to conduct a study of whether or not the resolutions regarding the Revolving Funds were still in force.

4.7 The Representative from El Salvador requested a review of how the resolutions "National Advisory Committee" (IICA/RAJD/Res.29(14/75)) and "Systematization of Reciprocal Technical Cooperation" (IICA/RAJD/Res.93(18/79)) had been complied with. He believed they continued to have relevance both for IICA and for the member countries.

4.8 With respect to the first resolution cited, the Director General clarified that the new Basic Agreements included a clause on this item, which had already been accepted by some member countries. He also cited several different projects through which the second resolution was being implemented.

4.9 The Technical Secretary read the draft resolution "Study of Funds Established by the Board of Directors of the Inter-American Institute of Agricultural Sciences and still in Force."

4.10 The Chair submitted the resolution for consideration by the Committee, and it was approved.

Item 8. Proposal by the Director General for Modifying the Rules of Procedure of the General Directorate (IICA/CE/Doc.96(84)).

4.11 The Director General submitted the draft resolution "Modification of Article 82 of the Rules of Procedure of the General Directorate (to establish a Fixed Asset Fund)" to be submitted for approval by the Inter-American Board of Agriculture.

- 4.12 After clarification of points raised by the representatives from Jamaica and the United States of America, the draft resolution was approved.
- 4.13 The Representative from the United States of America then submitted a written document entitled "Proposal of the United States Delegation to Modify the Rules of Procedure of the General Directorate (Official Documents Series No. 22 Rev.)." Likewise, the Representative from Argentina submitted a written modification to Article 31 of the Rules of Procedure of the General Directorate.
- 4.14 The Representative from Canada requested further clarification of the proposal submitted by the Representative from the United States of America.
- 4.15 In reply to this request, the Chair suggested that a work group be made up of volunteer Representatives from Chile, Canada, the United States of America, Costa Rica and Argentina, as Rapporteur.
- 4.16 The session was adjourned at 16:20 hours.

FIFTH PLENARY SESSION

- 5.1 The Fifth Plenary Session of the Fourth Regular Meeting of the Executive Committee, chaired by the Representative from Ecuador, was called to order at 09:10 hours on December 5, 1984.
- 5.2 After the Order of Business had been read, the Chair submitted the Proceedings of the Third Plenary Session to the consideration of the Committee. They were approved with additions.
- 5.3 The Chair submitted the Proceedings of the Fourth Plenary Session to the consideration of the Committee, and they were subsequently approved.

Item 9. Proposed Financial Rules (IICA/CE/Doc.88(84)rev.)

- 5.4 The Chair explained the procedure to be followed for studying the document and asked the Director General to present the Proposed Financial Rules.
- 5.5 The Director General provided background information on the Proposed Financial Rules and stressed that they were consistent with the pertinent mandates issued by the Board, and that the comments made by the member countries had subsequently been included.

- 5.6 The Proposed Financial Rules were received, analyzed and accepted with the following comments:

Chapter I. Authority, Responsibility and Accountability

Rule 1.2 – Elements of Delegation

- 5.7 The Representative from Canada asked for clearer definition of who was to do the delegating, and where financial matters were concerned, to whom authority was to be delegated. He also stated that further precision was required with respect to the term “delegation.”
- 5.8 The Director General stated that subsequent articles of the Proposed Financial Rules precisely established the definitions requested by the Representative from Canada, including the separation and scope of responsibilities.

Chapter II. Standards on the Program-Budget

Rule 2.1 – Terms used in these rules

- 5.9 The Representative from the United States of America asked that the order of the rule be changed and that a sub-paragraph be added, so as to include the classification of “Object of Expenditure,” in conformity with Article 68 of the Rules of Procedure of the General Directorate. The Technical Secretary took note of both proposals, which were subsequently approved by the Committee.

Point 2.1.i. (3)

- 5.10 The Representative from Canada expressed concern that the concept “General Services” was vague and could lead to abuses.

Rule 2.3 – Preparation and Presentation. Point 2.3.6

- 5.11 The Representative from Argentina suggested that technical criteria take precedence over strictly financial criteria in the wording of items concerning the Program-Budget. He offered to submit his proposal in writing.

Rule 2.4 – The Budgetary Cycle. Point 2.4.1

- 5.12 The Representative from Brazil asked for rewording of this rule, stipulating the time period for submitting proposals. The Technical Secretary took note of the proposal.

Point 2.4.2

- 5.13 The Representative from Argentina asked that the special budgetary appropriation which the Director General may request for the second year of the biennium be authorized by the Executive Committee without having to raise this issue before the Board. The Director General stated that it was impossible to accept this proposal, since the Board alone was empowered to authorize budgetary appropriations.

Rule 2.7 – Collection of Quotas

- 5.14 The Representative from Brazil asked that, given the economic situation in the countries, this rule be made less rigorous and that the text read that the quotas will be paid “as soon as possible” after the first day of the pertinent fiscal year. The Director General deemed the suggestion to be acceptable as long as the rule indicated that, in accordance with Article 80 of the Rules of Procedure of the General Directorate, the quota payment be considered overdue as of the first day of the fiscal year.

Rule 2.11 – Obligations. Point 2.11.5

- 5.15 The Representative from Canada asked that any “firm offer” be presented in writing to IICA. His proposal was approved.

Rule 2.12 – Disbursements. Point 2.12.3. Petty Cash

- 5.16 The Representative from Canada requested that the amount of petty cash be regulated and that a limit be placed on it. The Director General observed that, given the number of currencies with which the Institute worked, it would be difficult to establish a ceiling, but indicated that pertinent guidelines and rules would be issued. The inclusion of this last item in the rule was approved.

Chapter III. Financial Resources

Rule 3.6 – Indirect Administrative and Technical Costs (CATI). Point 3.6.1

- 5.17 The Representative from Brazil asked that this point be modified so as to distinguish the CATI funds in a different way. The Director General indicated that the proposed change would alter the rules of the Institute. The change was not accepted.

Rule 3.10 – Receipt of Funds, General

- 5.18 The Representative from Canada asked that this Rule be modified so that receipts would always be issued for monies received. The modification was approved.

Chapter IV, Accounting and Financial Control

Rule 4.3 – Progress Reports

- 5.19 The Representative from the United States of America asked that progress reports be submitted in all instances, without the need for a specific request from the countries. At the suggestion of the Director General, the Committee asked that a draft resolution be prepared in this regard for future analysis.

Rule 4.5 – Rates of Exchange – Other Currencies. Paragraph a.

- 5.20 The Representative from Brazil suggested that the most favorable rate of exchange be used. The Director General agreed and asked that the most favorable rate of exchange in the legal market be used.
- 5.21 The Committee agreed to eliminate Paragraph d. of this point until such time as the Director General conducted a study to determine the ideal rate of exchange for the conversion of amounts of money into cash.
- 5.22 The session was adjourned at 12:10 hours.

SIXTH PLENARY SESSION

- 6.1 The Sixth Plenary Session of the Fourth Regular Meeting of the Executive Committee, chaired by the Representative from Ecuador, was called to order at 14:35 hours on December 5, 1984.

Item 10. Proposed IICA Staff Rules (IICA/CE/Doc.89(84)rev.)).

- 6.2 After the Order of Business had been read, the Chair explained the procedure to be followed for studying the document and asked the Director General to present the Proposed Staff Rules.
- 6.3 The Director General presented the document as a tool for implementing the Rules of Procedure of the General Directorate and indicated that the comments and suggestions made by the different member countries, as well as those registered by the Staff Association, had been included.

- 6.4 The Director General submitted to the consideration of the Executive Committee a request by the President of the Staff Association to attend this session. The Committee deliberated at length over the degree of participation of the President of the Association and finally approved his attendance.

Chapter I. Organization of Personnel

Rule 1.3 – Advisory Committee on Classification. Point 1.3.1

- 6.5 The Representative from Argentina asked that this rule be changed so as to include the participation of the pertinent Program Director on the Advisory Committee on Classification. The change was approved.

Rule 1.4 – Classification of Personnel

Point 1.4.1

- 6.6 For the purposes of eliminating seniority as a criterion for classifying personnel, the Representative from the United States of America submitted a written proposal to modify this rule. After his request had been approved, Article 30 of the Rules of Procedure of the General Directorate was modified accordingly.
- 6.7 The Committee agreed to replace the term “background” with the term “curriculum vitae.”

Point 1.4.2

- 6.8 The Representative from Argentina suggested that this point be eliminated, as it contradicted Point 4.1.7 of Chapter IV. His suggestion was approved.

Rule 1.5 – Types of Personnel

Points 1.5.1.a and 1.5.1.b

- 6.9 The Representative from the United States of America proposed modification of the definitions for Regular Personnel and Temporary Personnel, and consequently modification of Articles 12.a.i. and 12.a.ii. of the Rules of Procedure of the General Directorate. The Committee took into account the study prepared by the Working Group on this matter, and both proposals were approved.

Rule 1.7 – Trust Personnel

Point 1.7.1

- 6.10 The Representative from Argentina commented on the high number of positions of trust in the Institute at present and pointed to the inappropriateness of including purely technical positions in this category, as in the case of Program Directors. Given that this suggestion implied effecting changes in Article 31 of the Rules of Procedure of the General Directorate, the Committee deemed it necessary that this proposal be submitted in writing.

Point 1.7.3

- 6.11 For the purposes of stipulating the regularity with which trust personnel ought to be evaluated, the Representative from the United States of America submitted written proposals to modify this rule and Article 33 of the Rules of Procedure of the General Directorate. Both proposals were approved.

Chapter II Recruitment, Selection and Appointment of Staff

Rule 2.2 – Recruitment

Point 2.2.1

- 6.12 The Representative from Trinidad and Tobago asked for clarification of this rule since, unlike other international organizations, IICA did not advertise its openings. The Director General explained that this in fact was the purpose of this point.

Rule 2.3 – Selection

Point 2.3.5.a

- 6.13 The Representative from Brazil asked for clarification of the criteria used to establish the number of international staff members selected from each country. The Director General replied to this question by alluding to the recent speech delivered by the Secretary General of the OAS, in Brasilia, in which he reaffirmed the use of equity, opportunity and competition as the most fitting criteria in the selection of personnel.
- 6.14 The Representative from Canada pointed to the inconsistency between this point and Article 36 of the Rules of Procedure of the General Directorate. The Director General suggested that the Executive Committee draft a modification to eliminate the term “nationality,” which was discussed

in the following sentence of Article 36 of the Rules of Procedure of the General Directorate, and raise it before the Board. The Committee approved this suggestion.

Rule 2.7 – Loyalty Oath

- 6.15 The Representatives from Argentina and Costa Rica asked for modification of this Rule, to eliminate the expression “criminal conduct.” The motion was discussed and passed, and pertinent corrections were made.

Rule 2.12 – Conversion of Appointment

Point 2.12.1 a

- 6.16 The Representative from the United States of America recommended that this point be corrected in keeping with the proposed modification previously presented to Article 12.a.i of the Rules of Procedure of the General Directorate, for the purposes of ensuring consistency in the definitions and that hiring take place only when there are openings. The recommendation was approved.

Chapter III. Duties, Obligations and Privileges

Rule 3.5 – Outside Activities and Interests

Point 3.5.1

- 6.17 The Representative from Argentina thought it unjust to apply this point to Local Personnel. The Representative from Costa Rica, in turn, suggested adoption of additional remuneration systems, as was the case with the regime of whole-time employment guarantees (called “exclusive dedication”) for public servants in his country. The Director General referred to Articles 22 and 25 of the Rules of Procedure of the General Directorate, which applied to all personnel.

Point 3.5.6

- 6.18 The Representative from Argentina considered excessive the restrictions governing the cultural activities of IICA personnel, such as film-making or theater. The Director General referred to the Regulations and Handbook for personnel in the Organization of American States (OAS), which were used as a model in drafting this point.

Chapter IV. Salaries, Allowances, Benefits and Adjustments

Rule 4.1 – Remuneration System

Point 4.1.1

- 6.19 The Representative from the United States of America asked that the order of items in this point be changed at the same time that the respective change was made in Article 30B of the Rules of Procedure of the General Directorate. Both changes were approved.

Rule 4.3 – Allowances and Benefits – Local Professional Category Personnel; and Rule 4.4 – Allowances and Benefits – General Services Category Personnel

Points 4.3.1 and 4.4.1 Social Security and Insurance System

- 6.20 The Representative from the United States of America presented changes in writing to these parallel chapters and points, and to Article 45 of the Rules of Procedure of the General Directorate, in an effort to guarantee minimum social benefits for Local Personnel in all the member countries. The changes were approved.

Chapter V. Change in Status and Performance of Duties

Rule 5.8 – Performance Appraisal

Point 5.8.4

- 6.21 The Representative from the United States of America recommended that this point be changed to ensure expeditious and thorough appraisal. Consequently, he asked that Article 33 of the Rules of Procedure of the General Directorate, which had been approved in this Sixth Plenary Session, also be changed. His request was approved.

Chapter VI. Annual Vacation and Leave

Rule 6.16 – Home Leave Expenses

- 6.22 The Representative from Brazil suggested that an additional point be added as Point 6.16.2, which would stipulate that any employee who resigned within six months of taking his/her home leave be obliged to reimburse IICA. The Director General indicated that this stipulation figured in the Manual for Personnel Administration and recommended that Point 6.8.3 of these Proposed Staff Rules add that in the event of non-compliance, reimbursement be obligatory according to the provisions of the Personnel Manual.

Chapter VIII. Official Travel

Rule 8.12 – Travel for Health Reasons

Point 8.12.1

- 6.23 The Representatives from Canada, Brazil and the United States of America expressed their concern that this rule was too vague. The Director General promised to clarify the item at the next session.

Chapter IX. Separation from Service

Rule 9.3 – Termination of Appointment for Health Reasons

Point 9.3.1 a.iv

- 6.24 Because this point refers to Article 57 of the Rules of Procedure of the General Directorate, the Representative from the United States of America requested in writing that this rule be changed so as to make all personnel eligible for recognition for years of service. The Director General pointed out that this change equally affected Point 9.3.2. The proposal was approved.

Rule 9.12 – Repatriation upon Separation from Service

Point 9.12.2

- 6.25 The Representative from the Dominican Republic asked that this point be changed, noting that the definition of resignation did not include request for repatriation as a form of resignation. The Executive Committee approved the requested changes.
- 6.26 With the foregoing observations, the Executive Committee concluded its analysis and modifications to the Proposed Staff Rules presented by the Director General.

Other Business

- 6.27 The Rapporteur read the draft resolution presented by the Representative from Uruguay, in which her Government submitted to the consideration of the Executive Committee the appointment of Ms. María Dolores Malugani as Personnel Emeritus of IICA. The Director General promised to study Ms. Malugani's background and to make this information available to the Executive Committee.
- 6.28 The session was adjourned at 20:45 hours.

SEVENTH PLENARY SESSION

- 7.1 The Seventh Plenary Session of the Fourth Regular Meeting of the Executive Committee, chaired by the Representative from Ecuador, was called to order at 09:10 hours on December 6, 1984.
- 7.2 After the Order of Business had been read, the Chair submitted the Proceedings of the Fifth Plenary Session to the consideration of the plenary. They were approved.
- 7.3 The Chair submitted the Proceedings of the Sixth Plenary Session to the consideration of the plenary. They were approved.

Report from the Credentials Committee

- 7.4 At the request of the Chair, the Representative from Costa Rica read the report of the Credentials Committee. The Committee took cognizance of the report.

Item 8. Proposal for Modifying the Rules of Procedure of the General Directorate

- 7.5 The Rapporteur read the report from the Working Group set up in the Fourth Plenary Session to analyze proposed modifications to the Rules of Procedure of the General Directorate, suggested by the Representatives from the United States of America and Argentina. The Executive Committee studied the suggestions made by the Working Group on the following articles, which in some cases called for changes in the Proposed IICA Staff Rules.

Article 31

- 7.6 The Representative from Argentina summarized the conclusions drawn by the Working Group with respect to this article and stressed the need to apply criteria of high academic standing and broad experience for selecting Trust Personnel. The Committee asked that the Secretariat write a draft resolution on this last item, to be submitted to the Board for consideration.
- 7.7 The Committee in turn approved of expanding Article 31 so that the abovementioned criteria would be applied when selecting Trust Personnel.
- 7.8 As a result of the modification to Article 31, the Committee agreed to modify Articles 1.7.1 and 1.7.2 of the Staff Rules, so as to ensure that these were consistent with the aforementioned modifications.

Article 68

- 7.9 The Rapporteur read the proposal to expand on the classifications by object of expenditure, which would improve accounting records and the presentation of financial reports. The proposal was approved.

Article 101

- 7.10 The Rapporteur read the proposed modification which empowers the External Auditors to inform the Executive Committee and the Inter-American Board of Agriculture on any IICA operations which raise questions in the auditing process. The proposal was approved.

Article 103

- 7.11 The Rapporteur read the proposed modification regarding observations and recommendations which must be reflected in the Auditors' Report to the Member States. The Committee accepted the additional suggestions made by the Representatives from the United States of America and El Salvador, and the Technical Secretary took due note thereof. The proposal was approved.

Article 105

- 7.12 The Rapporteur read the proposed modification regarding the delivery of the External Auditors' report. The Executive Committee, following extensive analysis, approved of the External Auditors' sending their annual report directly to the Member States.
- 7.13 The proposals to modify the Rules of Procedure of the General Directorate were approved with the foregoing changes.

Item 10. Proposed IICA Staff Rules (IICA/CE/Doc.89(84)rev.) (Cont.)

Article 8.12.1

- 7.14 The Rapporteur read a modification to Article 8.12.1, which the Executive Committee had requested of the Director General, in order to make the article precise. The purpose of this modification was to supplement the decision reached in the Sixth Plenary Session, concerning the Staff Rules. The modification was approved.

Pending Draft Resolutions

Report of the External Auditors

- 7.15 The Rapporteur read the draft resolution to send the Report of the External Auditors to the member countries, sufficiently in advance. The Committee introduced changes, which were duly noted by the Technical Secretary. The draft resolution was approved.

Report on Financial Statements of the Tropical Agriculture Research and Training Center (CATIE)

- 7.16 The Rapporteur read the draft resolution requesting the Director General to obtain a copy of CATIE's Financial Statements and for the Report of the Center's External Auditors to be sent to the member countries. The Committee introduced modifications, which were recorded by the Technical Secretary. The draft resolution was approved.

Pension for Former IICA Director General Ralph H. Allee

- 7.17 The Rapporteur read the draft resolution to award a pension to Dr. Ralph H. Allee, as of January 1984. The Committee altered the title of the draft resolution. It was approved.

Inclusion of the Report on Extra-Quota Agreements and Contracts in the Annual Report

- 7.18 The Rapporteur read the draft resolution to include the Report on Extra-Quota Agreements and Contracts in the Annual Report, beginning in 1984. It was approved.

Rate of Exchange Differentials

- 7.19 The Rapporteur read the draft resolution which sought to introduce accounting procedures to correct for exchange rate differences in the performance of agreements. It was approved.

Implementation of Staff Rules

- 7.20 The Rapporteur read the draft resolution for the purpose of implementing, on a trial basis, precepts contained in the Proposed Staff Rules. It was approved.

Quarterly Financial Progress Reports

- 7.21 The Rapporteur read the draft resolution requesting the Director General to provide the Member States quarterly unaudited financial reports. The Committee made several modifications, including the deadline for mailing, and they were registered by the Technical Secretary. The draft resolution was approved.

Modification of Several Provisions of the Rules of Procedure of the General Directorate

- 7.22 The Rapporteur read the draft resolution in which the Committee recommended that the Board approve modifications to several Articles of the Rules of Procedure of the General Directorate. The Committee introduced changes in the draft, and they were recorded by the Technical Secretary. The draft resolution was approved.

Implementation of Financial Rules

- 7.23 The Rapporteur read the draft resolution for implementing the Proposed Financial Rules of IICA. It was approved.
- 7.24 The session was adjourned at 12:30 hours.

EIGHTH PLENARY SESSION

- 8.1 The Eighth Plenary Session of the Fourth Regular Meeting of the Executive Committee, chaired by the Representative from Ecuador, was called to order at 14:30 hours on December 6, 1984.

Item 11. Proposed System for the Determination of Remunerations for IICA Personnel (IICA/CE/Doc.92(84))rev.)

- 8.2 After the Order of Business had been read, the Chair asked the Director General to present the document.
- 8.3 The Director General summarized the document and indicated that it complied with IICA Resolution IICA/JIA/Res.51(II-0/84) of the Second Regular Meeting of the Inter-American Board of Agriculture, held in Jamaica, which entrusted the Committee with the task of revising the Proposed Remuneration System and approving it *ad referendum* the Board.

- 8.4 He added that the revised document took into account the comments and observations registered by different member countries and the IICA Staff Association.
- 8.5 The Director General asked Mr. James Schlotfeldt, IICA Consultant, to explain the document. The Consultant discussed the technical innovations in the Institute's salary scale and contrasted it with that of the OAS. He then explained the three different salary systems which applied to the categories of International Professional Personnel, Local Professional Personnel and General Services Personnel. When Mr. Schlotfeldt was through, the Chair suggested that a work method similar to that of previous sessions be used.

Chapter I. Introduction

- 8.6 The Representative from the United States of America proposed stylistic changes for this chapter. These changes were approved, and the pertinent corrections were effected.

Chapter II. International Professional Category Personnel

Article 2. Merit System

- 8.7 The Representative from the United States of America presented stylistic changes to paragraph one of this article and further requested that the merit bonus not apply to Trust Personnel. Both modifications were approved.

Article 3. Cost-of-living Differential (Post Adjustment)

- 8.8 The Representative from Trinidad and Tobago proposed a rewording of letter h. The Technical Secretary took note of this proposal, and the Committee accepted the modification.

Article 4. Benefits

Point 4.2 Educational Allowances

- 8.9 The Representative from the United States of America proposed that the term "normally" be deleted from letter b. This proposal was approved.

Point 4.3 Installation Allowance

- 8.10 The Representative from the United States of America recommended that letter a. specify the time limit for making use of this allowance, as stipulated in the Staff Rules. This recommendation was approved.

- 8.11 The Representative from the United States of America proposed that letters e. and f. be deleted. After lengthy discussion, it was agreed not to eliminate these letters, but to specify that in “exceptional individual cases,” the Director could change these payments.

Article 4.5. Premium for Administrative Responsibilities

- 8.12 The Representative from the United States of America asked that this article be eliminated. The Director General reported that the application of the change made to Article 30B of the Rules of Procedure of the General Directorate necessitated this rule, and he suggested that it be worded in the same terms as Article 30B. This proposal was approved.

Article 4.7. Salary and Allowances During Mission Assignment

- 8.13 The Representative from the United States of America proposed that letter a. establish a system of allowances and limit the payment of the subsidy to a maximum of 25 percent of the base salary. The proposal was approved.

Article 4.8. Recognition for Years of Service

- 8.14 The Representative from the United States of America asked that the term “summarily dismissed” be removed from letter d., as it reiterated the provisions of Article 58 of the Rules of Procedure of the General Directorate and Article 9.5.3 of the Staff Rules. The motion was passed.

Article 4.11. Collective Insurance Plan Policies

- 8.15 The Representative from the United States of America recommended a change in the title of this article. The Technical Secretary took note thereof, and it was approved.

Article 4.12. Maternity Leave

- 8.16 The Representative from Canada suggested that the twelve week period allotted for maternity leave be modified and that this item be left to the discretion of the employee. The Director General suggested that the article be reworded to limit prenatal leave to six weeks. It was approved.
- 8.17 The Representative from Canada proposed extending paternity leave to five days. This motion was not passed.

Chapter III. Local Professional Category Personnel

Article 4. Allowance for Temporary Assignment of Duties

- 8.18 The Representative from the United States of America proposed that this article be adapted to Article 30B of the Rules of Procedure of the General Directorate, and that the pertinent reference be noted. The proposal was approved.

Article 6. Recognition for Years of Service

- 8.19 The Representative from the United States of America recommended that the term "summarily dismissed" be eliminated from letter a. (iv), as it reiterated the provisions of Article 58 of the Rules of Procedure of the General Directorate and Article 9.5.3. of the Staff Rules. The recommendation was approved.

Chapter IV. General Services Category Personnel

- 8.20 The Representative from the United States of America suggested that Articles 4. and 6.a (iv) of the General Services Category be changed in the same fashion as Articles 4. and 6.a. (iv) of Chapter III. The suggestion was approved.

Item 12. Proposed Standards for IICA Personnel Classification (IICA/CE/Doc. 90(84)rev.)

- 8.21 The Chair submitted the document to the consideration of the plenary and asked for specific comments from the Representatives on the subject.
- 8.22 The Director General presented the proposal and pointed out that it was part of the ensemble of documents prepared to fulfill the stipulations of the Board on the subject of personnel. He noted that the Committee's approval would be *ad referendum* the Board.
- 8.23 The Representative from the United States of America expressed his concern about introducing contradictions with other documents, and he proposed that these standards not be approved until such time as the standards for classification of positions were completed; that job descriptions for International Professional Personnel, Local Professional Personnel and General Services Personnel be defined; that a report be submitted to the next meeting of the Executive Committee, indicating changes in levels of positions of individuals and of classification standards, if there were any. He furthermore requested that the pertinent costs be indicated.

- 8.24 The Director General reiterated that the Committee's approval was *ad referendum* and as such, the implementation of the rules did not imply any rights for personnel. He pointed out that the implementation thereof would be the basis for the preparation of the next Program-Budget, and indicated that the outcome of the *ad referendum* implementation would be presented in detailed reports to the Committee and the Board.
- 8.25 The Representative from Argentina asked whether the Report to the Board would include the structure of required positions, by category and program. The Director General stated that the list of positions and categories, with titles indicating specializations, would figure in this report. He added that a list according to unit and duty station would be included in the personnel report.
- 8.26 The Chair took the floor to explain the situation of the Director General and indicated that there was a time problem in modifying the classification. If a decision were not reached before the Board Meeting, IICA would be obliged to work under the present structure of positions for 1986-1987.
- 8.27 The Representative from Canada inquired about publication requirements and the degree to which this would affect programs and IICA employees. The Director General explained that much of the work done by IICA staff members was released as technical and scientific publications, but that the term "technical and scientific written communications" should be used instead.
- 8.28 The Director General proposed that the Committee issue a resolution approving the Standards for Personnel Classification, *ad referendum* and with the added modifications, and authorizing the Director General to apply the system in preparing the 1986-1987 Program Budget. It also requested the Director General to prepare job descriptions for the three personnel categories, clearly stating duties, responsibilities and requirements.
- 8.29 The Representative from Canada suggested that classification on the basis of publications should be included in the job description of the position classification, instead of being incorporated into the personnel classification. The Representative from the United States of America seconded the motion, and the Director General expressed his agreement.
- 8.30 The Committee approved the Director General's proposal with the specified modifications.

Item 13. Progress Report on the Classification of Positions (IICA/CE/Doc.91 (84))

- 8.31 The Director General presented the Report to the Committee and explained its background, characteristics and importance for the Institute. The Committee took cognizance of the Report.

Item 14. Report from the Director General on the Present Legal Status of the Tropical Agriculture Research and Training Center (CATIE) (IICA/CE/Doc.99(84))

- 8.32 The Director General detailed the development and the status of CATIE over the past few years. He advised the Committee of the most recent actions IICA had taken to comply with the stipulations of the Inter-American Board of Agriculture, and added that the Institute would continue to supply auditing services to CATIE.

- 8.33 The Director General reported on the legal status of the Center and the new program directions being studied at CATIE, as well as the support required from the Regular Members and the Acceding Members and institutions.

- 8.34 The Representative from the Dominican Republic proposed a resolution requesting the support of the countries to strengthen CATIE. The Representative from Costa Rica requested that the proposed resolution include mention of his country's contribution to strengthening CATIE. The Chair requested that the two Representatives join efforts to submit a draft resolution at the next session of the Committee Meeting.

- 8.35 The Committee took cognizance of the Director General's Report.

Item 15. Report of the Director General on the Inter-American Conferences on Agriculture (IICA/CE/Doc.98(84))

- 8.36 The Director General presented the Report and the Committee took note of it. Additionally, he proposed a round table discussion on the topic "The Role of Agriculture in the Development of Latin America and the Caribbean."

- 8.37 The Representative from Argentina expressed concern for the repetitive nature of the suggested topic and for the time needed to present a suitable round table discussion with meaningful contributions from the speakers.

- 8.38 Following discussion of the subject, the Chair submitted the draft resolution "Inter-American Conference on Agriculture" and the holding of a round table discussion on "The Role of Agriculture in the Development

of Latin America and the Caribbean." The stipulations for calling the Ninth Conference were approved, but the suggested round table was not.

Item 16. Date and Place of the Fifth Regular Meeting of the Executive Committee (IICA/CE/Doc.100(84))

8.39 The Director General reported not having received an invitation from any country to hold the Fifth Regular Meeting of the Committee; consequently, it would be held at the Central Office of the General Directorate. This was approved.

8.40 Because the Board Meeting would probably be held during the second half of October, 1985, in the Eastern Republic of Uruguay, the Committee approved holding the Fifth Regular Meeting of the Committee beginning on July 29, 1985.

Item 17. Other Business

a. Pending Draft Resolutions

8.41 **Draft Resolution on a Study to Grant Emeritus Status to Ms. María Dolores Malugani**

The Rapporteur read the draft resolution and it was approved.

8.42 **Draft Resolution on a Study to Grant Emeritus Status to Mr. Julio A. Ringuet**

The Rapporteur read the draft resolution and it was approved.

b. Report of the Internal Auditor on the Director General's Statement of Property Ownership

8.43 The Director of Internal Auditing explained the background of this legal requirement, which the Director General should meet upon taking office. He then read the certification of compliance with the requirements of Article 10. e. of the Rules of Procedure of the General Directorate. The Committee took cognizance of the Report.

8.44 The session was adjourned at 20:40 hours.

NINTH PLENARY SESSION

- 9.1 The Ninth Plenary Session of the Fourth Regular Meeting of the Executive Committee was called to order at 16:50 hours on December 7, 1984, and was presided over by the Representative from Ecuador.
- 9.2 The Order of Business was read, and the Chair submitted the Proceedings of the Seventh Plenary Session to the consideration of the plenary. They were approved.
- 9.3 The Chair then submitted the Proceedings of the Eighth Plenary Session to the consideration of the plenary, and they were approved with additions.

Pending Draft Resolutions

Doubtful Accounts Due

- 9.4 The Rapporteur read the draft resolution requesting the Director General to submit an extensive report with background information on these accounts to the following meeting of the Executive Committee, which would recommend to the Board that pertinent accounts be totally or partially written off. The resolution was adopted.

Definition of Positions of Trust Under the Director General as referred to in Article 31 of the Rules of Procedure of the General Directorate

- 9.5 The Rapporteur read the draft resolution recommending that the Director General carefully review and define the concept of "trust personnel," establishing the minimum technical requirements which must be met by candidates, to be submitted to the consideration of the next meeting of the Executive Committee. The resolution was adopted.

Approval *ad referendum* of the Remuneration System

- 9.6 The Rapporteur read the draft resolution for giving *ad referendum* approval to the Remuneration System proposed by the Director General, with the modifications introduced by the Executive Committee, and authorizing him to apply the system in the preparation of the Proposed 1986-1987 Program-Budget. The resolution also requested the General Directorate to develop a performance appraisal system, with staff participation. The resolution was adopted.

Standards for IICA Personnel Classification and Classification of Positions

- 9.7 The Rapporteur read the draft resolution for giving *ad referendum* approval to the proposed standards for IICA personnel classification, present-

ed by the Director General, with the modifications introduced by the Committee. The resolution was adopted with changes.

New Contract on the Tropical Agriculture Research and Training Center

- 9.8 The Rapporteur read the draft resolution for the Committee to acknowledge the efforts made by CATIE's Regular Members and by IICA to consolidate CATIE and support its efforts in the fields of research and agricultural development in the member countries. The resolution was adopted.

Vote of Thanks to the Government and the People of Costa Rica

- 9.10 The Rapporteur read the draft resolution thanking the Government and people of Costa Rica for services rendered and hospitality extended to the participants in the Fourth Regular Meeting of the Committee. The resolution was adopted.
- 9.11 The session closed at 17:25 hours.

CLOSING SESSION

- 0.10 The Closing Session of the Fourth Regular Meeting of the Executive Committee was called to order at 17:25 hours on December 7, 1984. It was chaired by the Representative from Ecuador.
- 0.11 The Rapporteur read the Order of Business. The Chair then recognized the Technical Secretary, Mr. André Ouellette, who briefly explained the contents of the document "Provisional Report of the Fourth Regular Meeting of the Executive Committee of the Inter-American Institute for Cooperation on Agriculture" (IICA/CE/INF.4(IV-0/84)).
- 0.12 The Chair requested the Committee's acknowledgement and applause for the Technical Secretariat and support personnel for the excellent, expeditious work done during the course of the Fourth Regular Meeting of the Committee. This was approved.
- 0.13 The Chair recognized the Representative from Argentina, Mr. Héctor Molinuevo, who spoke on behalf of his country and of the Committee. He stated that the initiatives of the Representatives were channeled toward helping improve IICA and adapt itself to the needs of the agricultural sector of Latin America. He added his appreciation to the Government of Costa Rica, and in particular to the Minister of Agriculture, for all the kindnesses received. He also thanked the Director General and the Technical Secretariat for the excellent organization of the meeting, the secretaries and editors for their swift completion of the proceedings, and the translators, interpreters, transcribers, meeting room staff and other support personnel, and finally, the Representatives and Observers.
- 0.14 The Chair recognized Mr. Oscar Fonseca, Vice Minister of Agriculture and Livestock of Costa Rica, who expressed his pleasure for having the opportunity to participate in the discussion of matters so important for the future of the region's agricultural sector and for IICA. He thanked the Director General, Institute staff, the Technical Secretary and the Chair for their thoughtfulness.
- 0.15 The Representative from Ecuador, Mr. Ricardo H. Dávila, thanked the plenary for selecting him to chair the meeting and stressed that IICA continued to be the cornerstone of the agricultural sector in Latin America. He gave a detailed description of the most important projects that the Institute was carrying out in the member countries and added that over one thousand actions by IICA in the countries of Latin America and the Caribbean had consolidated its position as the Continent's specialized agency in agriculture. He reiterated his gratitude to the Director General, to the Technical Secretariat, to the editors and translators, to the

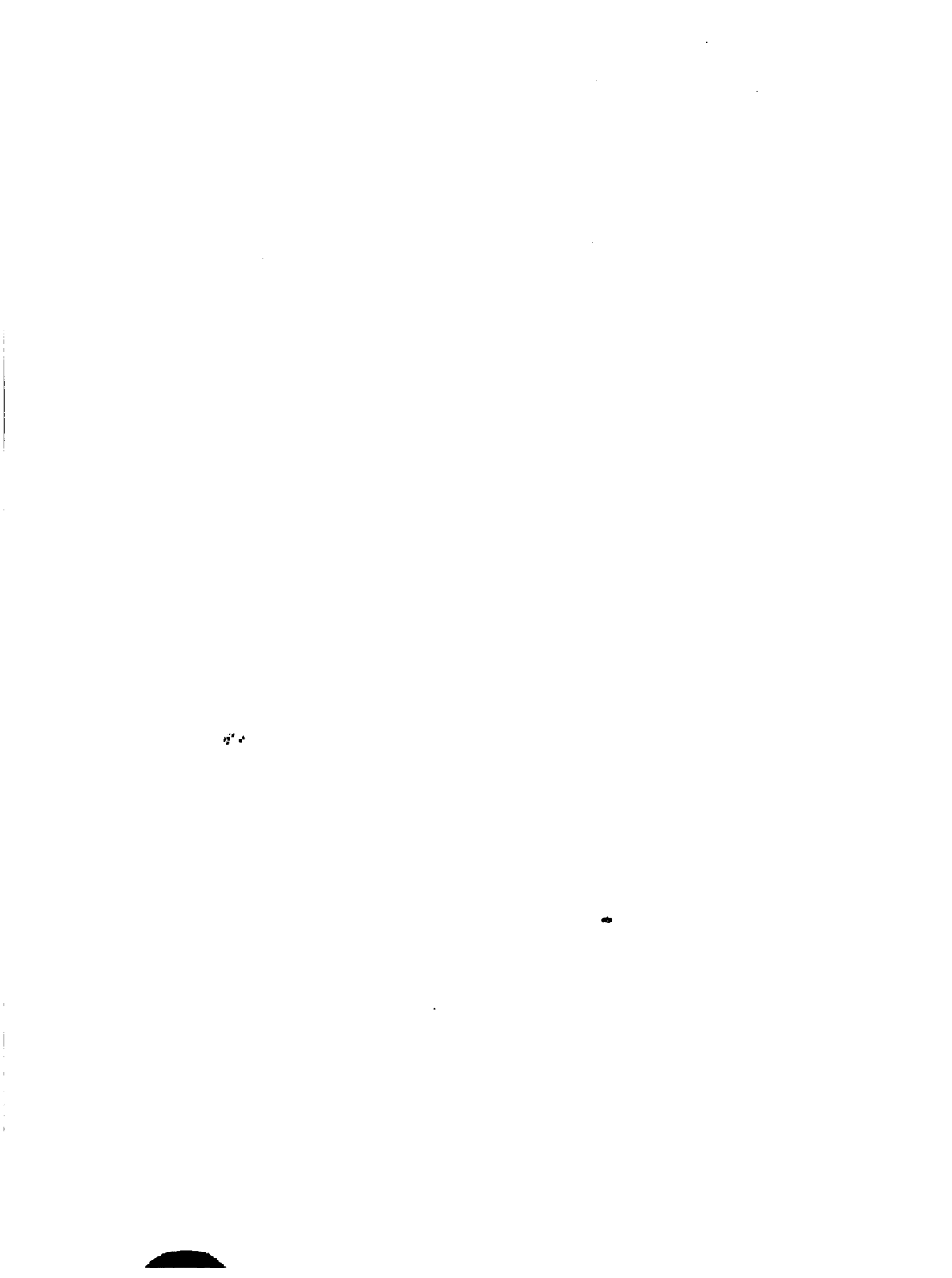
support personnel and to the public information agencies and journalistic establishment of Costa Rica and abroad. He then adjourned the Fourth Regular Meeting of the Executive Committee.

0.16 The Closing Session ended at 18:00 hours.

IN WITNESS THEREOF, in accordance with Article 91 of the Rules of Procedure of the Executive Committee, we hereby sign two originals in English and Spanish, in this City of San Jose on the seventh day of the month of December of nineteen hundred eighty-four.

Ricardo Dávila
CHAIRMAN

Francisco Morillo Andrade
SECRETARY EX-OFFICIO



RESOLUTIONS

LIST OF RESOLUTIONS

IICA/CE/Res.

- 16(IV-0/84) Recording System for the Executive Committee and the Inter-American Board of Agriculture
- 17(IV-0/84) Site and Date of the Fifth Regular Meeting of the Executive Committee
- 18(IV-0/84) Ninth Inter-American Conference on Agriculture
- 19(IV-0/84) Modification of Several Provisions of the Rules of Procedure of the General Directorate
- 20(IV-0/84) Implementation of Financial Rules
- 21(IV-0/84) Modification of Article 82 of the Rules of Procedure of the General Directorate (to establish a Fixed Asset Fund)
- 22(IV-0/84) External Auditors' Report
- 23(IV-0/84) Quarterly Financial Progress Reports
- 24(IV-0/84) Rate of Exchange Differentials
- 25(IV-0/84) Doubtful Accounts Due
- 26(IV-0/84) Study of Funds Established in Resolutions by the Board of Directors of the Inter-American Institute of Agricultural Sciences and Still in Force
- 27(IV-0/84) Pension for IICA Director Emeritus Dr. Ralph H. Allee
- 28(IV-0/84) Implementation of Staff Rules
- 29(IV-0/84) Standards for IICA Personnel Classification and Classification of Positions
- 30(IV-0/84) Approval **ad referendum** of the Remuneration System
- 31(IV-0/84) Definition of Positions of Trust under the Director General as Referred to in Article 31 of the Rules of Procedure of the General Directorate

- 32(IV-0/84) Study to Grant Emeritus Status to Mr. Julio A. Ringuelet
- 33(IV-0/84) Study to Grant Emeritus Status to Ms. María Dolores Malugani
- 34(IV-0/84) Inclusion of the Report on Extra-Quota Agreements and Contracts in the Annual Report
- 35(IV-0/84) Report on Financial Statements of the Tropical Agriculture Research and Training Center (CATIE)
- 36(IV-0/84) New Contract on the Tropical Agriculture Research and Training Center (CATIE)
- 37(IV-0/84) Vote of Thanks to the Government and the People of Costa Rica

RESOLUTION No. 16

**RECORDING SYSTEM FOR THE EXECUTIVE COMMITTEE
AND THE INTER-AMERICAN BOARD OF AGRICULTURE**

The EXECUTIVE COMMITTEE, at its Fourth Regular Meeting,

HAVING SEEN:

The Report of the Director General on Alternatives for the Recording System for Meetings of the Executive Committee and Inter-American Board of Agriculture (IICA/CE/Doc.94(84)),

CONSIDERING:

That Chapter XI of the Rules of Procedure of the Inter-American Board of Agriculture and Chapter XI of the Rules of Procedure of the Executive Committee require that minutes be kept of the plenary sessions and of sessions of the committees, using a suitable system for numbering the documents;

That the Institute needs a workable recording system that will register the most prominent points raised in meetings of the Executive Committee and the Inter-American Board of Agriculture and save time in the discussions of these documents during the sessions;

That the Director General in his report gave a complete study of the different alternatives, and particularly of the cost estimates for each one;

That the costs of producing transcriptions of the deliberations of the Board for meetings held away from the Central Office are very high;

That the Board has expressed its desire to reduce administrative costs of the General Directorate; and

That the costs of the support services that the General Directorate must provide to ensure the effective operation of the Institute's governing bodies have not been clearly established by the Board,

RESOLVES:

1. Beginning with its Fourth Regular Meeting, to use the following recording system:
 - a. Preparation of a report that summarizes all the prominent points of each session, with texts in English, and to be approved by the plenary.
 - b. Preparation of a transcription of all discussion on the floor, with each statement appearing in the language in which it was made. This transcription will not be discussed by the Committee, but members may introduce changes of style in their own statements. These changes must be presented in writing to the Secretariat within 24 hours following the distribution of the transcription.
2. To recommend to the Inter-American Board of Agriculture that, in view of the fact that its meetings generally take place away from the Central Office of the General Directorate of the Institute, it use a system of summarized reports for its meetings.
3. To request to the Director General that he present the following Regular Meeting of the Executive Committee with a report on reasonable resource needs to meet the expenditures for the meetings, as stipulated in the Rules of Procedure of the Executive Committee and of the Inter-American Board of Agriculture.

RESOLUTION No. 17

**SITE AND DATE OF THE FIFTH REGULAR MEETING
OF THE EXECUTIVE COMMITTEE**

The EXECUTIVE COMMITTEE, at its Fourth Regular Meeting,

CONSIDERING:

The importance of setting the date and site where the Fifth Regular Meeting of the Executive Committee will be held;

That in compliance with Article 19 of the Rules of Procedure of the Executive Committee, this governing body must celebrate one Regular Meeting per year; and

That in compliance with Article 22, if no site is offered for this meeting by a Member State, it must be held at the Central Office of the Institute,

RESOLVES:

1. To hold the Fifth Regular Meeting of the Executive Committee at the Central Office of the General Directorate in San Jose, Costa Rica, July 29, 1985.
2. That the Director General should summon the meeting and invite the Member States and other participants in accordance with the Rules of Procedure.

RESOLUTION No. 18

NINTH INTER-AMERICAN CONFERENCE ON AGRICULTURE

The EXECUTIVE COMMITTEE, at its Fourth Regular Meeting,

HAVING SEEN:

The Report of the Director General on the Inter-American Conference on Agriculture (IICA/CE/Doc.98(84)),

CONSIDERING:

That the Inter-American Board of Agriculture, at its Second Regular Meeting, held in Kingston, Jamaica from October 24 to 28, 1983, in approving the Institute's 1984-1985 Program-Budget by means of Resolution IICA/JIA/Res.33(II-0/83), earmarked no resources for holding the Ninth Inter-American Conference on Agriculture;

That, in the last meeting of the General Assembly of the Organization of American States, held from November 12 to 17, 1984 in Brasilia, Brazil, no funds were appropriated for holding the Ninth Inter-American Conference on Agriculture; and

That the Inter-American Conferences on Agriculture are made up of the Ministers of Agriculture of the Member States of the OAS and IICA, and their purpose is to discuss special technical matters in their areas of concern,

RESOLVES:

To recommend that this body propose to the Inter-American Board of Agriculture that it approach the Organization of American States with a proposal for the OAS to call the Ninth Inter-American Conference on Agriculture, to be held together with the Fourth Regular Meeting of the Board in 1987, and to make the necessary budgetary allowances for this purpose.

RESOLUTION No. 19

**MODIFICATION OF SEVERAL PROVISIONS OF THE RULES
OF PROCEDURE OF THE GENERAL DIRECTORATE**

The EXECUTIVE COMMITTEE, at its Fourth Regular Meeting,

HAVING SEEN:

That proposals submitted to the Fourth Regular Meeting of the Executive Committee to modify Articles 12, 30, 30.B, 31, 33, 36, 45, 47, 57, 68, 101, 103 and 105 of the Rules of Procedure of the General Directorate.

CONSIDERING:

That the Rules of Procedure of the General Directorate were approved at the First Regular Meeting of the Inter-American Board of Agriculture, held in Buenos Aires, Argentina in August 1981;

That the Rules of Procedure of the General Directorate ought to be an effective legal instrument which clearly and distinctly delimits functions and responsibilities, so as to permit the Institute's operations to lead to effective results that meet the needs of the Member States;

That said objective calls for an on-going review of its legal precepts, to adapt them to the legal framework of the Institute;

That the Rules of Procedure of the General Directorate may be modified by the Board, at the request of the Executive Committee; and

That the proposed modifications have been studied in detail by the Working Group specifically set up for this purpose,

RESOLVES:

1. That the Executive Committee accept the proposal to modify Articles 12, 30, 30.B, 31, 33, 36, 45, 47, 57, 68, 101, 103 and 105 of the Rules of Procedure of the General Directorate, with the changes effected in the sixth and seventh plenary sessions.

2. To recommend that the Inter-American Board of Agriculture at its next Regular Meeting approve the proposed modifications, with the changes specified by the Committee.
3. To revise the pertinent articles of the proposed Financial Rules and Staff Rules, submitted by the Director General, introducing the changes required to ensure that they are uniform and consistent with the proposed modifications to the Rules of Procedure.

RESOLUTION No. 20

IMPLEMENTATION OF FINANCIAL RULES

The EXECUTIVE COMMITTEE, at its Fourth Regular Meeting,

HAVING SEEN:

The Proposed Financial Rules of IICA (IICA/CE/Doc.88(84)rev.),

CONSIDERING:

That Article 2.j. of the Rules of Procedure of the Inter-American Board of Agriculture establishes that the Board shall approve the financial rules of the General Directorate;

That Article 3.g. of the Rules of Procedure of the Executive Committee stipulates that the Committee shall make recommendations to the Board on the financial rules of the General Directorate;

That Article 6.a. of the Rules of Procedure of the General Directorate establishes that the Director General shall implement provisions to administer the financial resources of the Institute in accordance with the Rules of Procedure;

That it is advisable for the Institute to implement the Proposed Financial Rules of IICA subject to the approval of the Board; and

That prior to the approval by the Board of the Financial Rules, the Director General is empowered to issue Executive Orders to implement or regulate aspects concerning financial matters of the Institute, that do not contradict the Rules of Procedure of the General Directorate,

RESOLVES:

1. To recommend to the Board that the Proposed Financial Rules of IICA be approved as submitted by the Director General, with the modifications introduced by the Committee.

2. To request the Director General to issue Executive Orders to implement the proposed Financial Rules of IICA on a trial basis.
3. To report to the Fifth Regular Meeting of the Executive Committee on the results of the implementation of the proposed rules and to submit proposals for changes in the Financial Rules and the Rules of Procedure, if deemed necessary, based on the experience of the trial implementation period.

RESOLUTION No. 21

**MODIFICATION OF ARTICLE 82
OF THE RULES OF PROCEDURE OF THE GENERAL DIRECTORATE
(TO ESTABLISH A FIXED ASSET FUND)**

The EXECUTIVE COMMITTEE, at its Fourth Regular Meeting,

HAVING SEEN:

The Proposal by the Director General for Modifying the Rules of Procedure of the General Directorate (IICA/CE/Doc.96(84)),

CONSIDERING:

That Article 82 of the Rules of Procedure of the General Directorate provides only four classifications for funds administered by the Institute: a) Regular Fund, b) Special Funds, c) Trust Funds and d) Revolving Funds; and

That in order to facilitate accounting control of the Institute's property, it is necessary to have a fund especially established for this purpose,

RESOLVES:

To recommend to the Inter-American Board of Agriculture that in its next Regular Meeting, it adopt the Proposal by the Director General for Modifying Article 82 of the Rules of Procedure of the General Directorate, so as to establish a Fixed Asset Fund, in accordance with the draft resolution attached thereto.

DRAFT RESOLUTION

MODIFICATION OF ARTICLE 82 OF THE RULES OF PROCEDURE OF THE GENERAL DIRECTORATE (TO ESTABLISH A FIXED ASSET FUND)

The INTER-AMERICAN BOARD OF AGRICULTURE, in its Third Regular Meeting,

CONSIDERING:

That the Inter-American Board of Agriculture, in its First Regular Meeting, held in Buenos Aires, Argentina from August 10-13, 1981, approved the Rules of Procedure of the General Directorate, and in its Second Regular Meeting, held in Kingston, Jamaica from October 24-28, 1983, modified the Rules of Procedure of the General Directorate;

That Article 82 of the Rules of Procedure of the General Directorate, as modified, does not contain in the classification of funds administered by the Institute a provision for a Fixed Asset Fund;

That the fixed assets of the Institute are derived from various sources including bequests, donations, and the resources of the funds classified in Article 82 of the Rules of Procedure;

That because of the various sources from which fixed assets are derived, there is a need to accumulate the monetary values of those assets in one fund which will provide a central control for accounting of those values;

That the External Auditors of the Institute, following their audit of the fiscal year ended December 31, 1983, recommend the creation of a Fixed Asset Fund; and

That the Director General, following a study of the principles of fund accounting, and consultations with the Auditors and IICA staff, agreed with the Auditors' recommendation and proposed a modification to the Rules of Procedure,

RESOLVES:

1. To modify the Rules of Procedure of the General Directorate to include a Fixed Asset Fund to provide a reliable and systematic record of the Institute's fixed asset investments and disposition thereof.

2. That fixed assets shall be defined for the purposes of this resolution as real property, consisting of land, buildings and building improvements, and personal property, consisting of vehicles, furniture and fixtures, and equipment used for any purpose, all of which is possessed by the Institute and obtained from any source.
3. That the monetary values recorded in and removed from the Fixed Asset Fund will be determined in accordance with generally accepted accounting principles established for that purpose.
4. That the source of all fixed assets be revealed in the records, and that the investments in the Fixed Asset Fund by the Regular Fund, Special Funds, Trust Funds and the Revolving Funds be clearly delineated.
5. That the article for the Fixed Asset Fund will be number 82.e. of the Rules of Procedure of the General Directorate, and will read as follows:
 - e. **FIXED ASSET FUND** – Consisting of the monetary value of the real and personal property (furniture, equipment, vehicles, buildings and building improvements, land, and other capitalizable property) owned by the Institute. Separate “Investments in Fixed Assets” accounts shall be maintained in each of the funds classified as Regular Fund, Special Fund, Trust Fund, and Revolving Fund that contribute to the acquisition of assets included in this fund. All bequests and donations of fixed assets shall be considered as investments by the Regular Fund, unless specifically stated otherwise.

RESOLUTION No. 22

EXTERNAL AUDITORS' REPORT

The EXECUTIVE COMMITTEE, at its Fourth Regular Meeting,

HAVING SEEN:

The 1983 Report of the External Auditors (IICA/CE/Doc.101(84)),

CONSIDERING:

That the detailed analysis of the External Auditors' Report on the part of the countries requires that the Report be received by them with sufficient time prior to the date of the corresponding meeting of the Executive Committee; and

That the document was received by several countries on a date that made it difficult for them to perform the necessary detailed analysis,

RESOLVES:

1. To recommend to the Director General that the Report of the External Auditors on the 1984 fiscal year's execution be distributed to the Member States in time to be received in the countries before June 30, 1985, or 60 days prior to the date set for the meeting of the Executive Committee, whichever comes first.
2. To include this recommendation in the Proposed Financial Rules of IICA (IICA/CE/Doc.88(84)rev.), Chapter V, Section B., Rule 5.9.

RESOLUTION No. 23

QUARTERLY FINANCIAL PROGRESS REPORTS

The EXECUTIVE COMMITTEE, at its Fourth Regular Meeting,

HAVING SEEN:

The Proposed Financial Rules of IICA (IICA/CE/Doc.88(84)rev.),

CONSIDERING:

That Article 4.b. and d. of the Rules of Procedure of the Executive Committee empowers the Committee to entrust tasks to the General Directorate and to examine the financial status of the Institute,

RESOLVES:

1. To request the Director General to provide quarterly unaudited financial progress reports to all the Member States of the Institute as of January 1, 1985.
2. These reports shall be for information purposes only and subject to the annual audit by the External Auditors.
3. These progress reports shall be sent to the countries from 30 to 45 days following the last day of each quarter, and they shall indicate:
 - a) The financial condition of the Institute, including budgetary appropriations and their utilization.
 - b) Progress made in carrying out programs and providing services for the current year program-budget, with corresponding types of expenditures.
 - c) The situation as regards collection of quotas and a summary of contributions, miscellaneous income and any other funds received from public and private sources.

RESOLUTION No. 24

RATE OF EXCHANGE DIFFERENTIALS

The EXECUTIVE COMMITTEE, at its Fourth Regular Meeting,

HAVING SEEN:

The 1983 Report of the External Auditors (IICA/CE/Doc.101(84)),

CONSIDERING:

That in the course of the Institute's activities, fluctuations in currency exchange rates have been unfavorable for implementing agreements with financial resources stipulated in local currencies,

RESOLVES:

1. To request the Director General to introduce the necessary corrective accounting procedures to avoid losses due to exchange rate differentials.
2. To include those procedures in the Proposed Financial Rules of IICA (IICA/CE/Doc.88(84)rev.), Chapter IV, Section A., Rule 4.5.

RESOLUTION No. 25

DOUBTFUL ACCOUNTS DUE

The EXECUTIVE COMMITTEE, at its Fourth Regular Meeting,

HAVING SEEN:

The 1983 Report of the External Auditors (IICA/CE/Doc.101(84)),

CONSIDERING:

That doubtful accounts receivable and overdue total US\$ 1 044 185; and

That the sum of these debts has been carried over for several fiscal years and that efforts to collect these monies have been fruitless,

RESOLVES:

1. To request the Director General to submit an extensive report with background information concerning these overdue, doubtful accounts to the next meeting of the Executive Committee.
2. Subject to the outcome of the study requested, to recommend to the Inter-American Board of Agriculture that these accounts be written off, totally or partially, from the Institute's Financial Statements.

RESOLUTION No. 26

**STUDY OF FUNDS ESTABLISHED IN RESOLUTIONS BY THE
BOARD OF DIRECTORS OF THE INTER-AMERICAN INSTITUTE
OF AGRICULTURAL SCIENCES AND STILL IN FORCE**

The EXECUTIVE COMMITTEE, at its Fourth Regular Meeting,

HAVING SEEN:

Official document No. 23, entitled "Resolutions Adopted by the Board of Directors of the Inter-American Institute of Agricultural Sciences and Still in Force" (August 1984),

CONSIDERING:

That the different revolving funds established by the Board of Directors of the Inter-American Institute of Agricultural Sciences, and still in force, should be carefully studied; and

That the purpose of this study should be to clarify the need for these funds and to define their operation, in light of the Institute's new financial structure,

RESOLVES:

To request the Director General to provide the next Regular Meeting of the Executive Committee with a detailed study of the need for and operations of the revolving funds established in resolutions still in force by the Board of Directors of the Inter-American Institute of Agricultural Sciences, and to make specific recommendations for each case. These funds are:

- Personnel Moving Fund – IICA/JD-634-14
- Rotating Fund for equipment replacement – IICA/JD-634-16 – IICA/JD-658-15
- Rotating fund for the publication of educational texts and materials – IICA/JD-658-13
- Rotating fund for granting scholarships – IICA/JD-740-16
- Rotating fund for the payment of legal indemnities to national personnel – IICA/JD-810/72-13 – IICA/RAJD/Res.1(12/73)

RESOLUTION No. 27

**PENSION FOR IICA DIRECTOR EMERITUS
DR. RALPH H. ALLEE**

The EXECUTIVE COMMITTEE, at its Fourth Regular Meeting,

CONSIDERING:

That the Inter-American Board of Agriculture granted pension coverage for Dr. José Emilio Araujo and Dr. Armando Samper, in their capacity as former Directors General of IICA (IICA/JIA/Res.7(I-0/81) and IICA/JIA/Res. 40(II-0/83));

That this was done in accordance with resolution IICA/JIA/Res. 7(I-0/81), which adopted the procedure used by the General Secretariat of the OAS in Resolution AG/Res.328(VIII-0/78);

That point e) of Resolution AG/Res.328(VIII-0/78) states: "e) The surviving spouse of the Secretary General shall receive, as long as he or she does not contract marriage, a pension equal to one-half of that accruing to his or her spouse while still alive, as long as the widow/er is at least 60 years of age. Upon the death of the spouse, if the widow/er is less than 60 years of age, his/her pension shall be calculated as provided in paragraph b) above, using as a basis the tables indicated therein, but reducing them by one-half and using the age of 60 as a base;"

That Dr. Ralph H. Allee was Director General of IICA for a period of 14 years, from 1946 until 1960, and that he was granted the status of IICA "Director Emeritus" by Resolution of the Board of Directors of the Inter-American Institute of Agricultural Sciences, dated March 29, 1960 (IICA/JD-137 Spanish, rev.); and

That Dr. Allee is now deceased, and that his spouse still lives,

RESOLVES:

1. To recommend to the Inter-American Board of Agriculture that it adopt, at its next meeting, a resolution granting pension coverage to Dr. Ralph Allee, as of January 1984, in accordance with resolution IICA/JIA/Res.7(I-0/81).
2. To entrust the Director General of IICA to prepare a report on the amount of said pension coverage for the next Committee meeting, and later for the Inter-American Board of Agriculture.

RESOLUTION No. 28

IMPLEMENTATION OF STAFF RULES

The EXECUTIVE COMMITTEE, at its Fourth Regular Meeting,

HAVING SEEN:

The Proposed IICA Staff Rules (IICA/CE/Doc.89(84)rev.),

CONSIDERING:

That Article 2.j. of the Rules of Procedure of the Inter-American Board of Agriculture establishes that the Board shall approve the staff rules of the General Directorate;

That Article 3.g. of the Rules of Procedure of the Executive Committee stipulates that the Committee shall make recommendations to the Board on the staff rules of the General Directorate;

That Article 6.b. of the Rules of Procedures of the General Directorate establishes that the Director General shall implement provisions to regulate rights and duties of staff members in accordance with the provisions of the Rules of Procedure and the staff rules;

That it is advisable for the Institute to implement the Proposed IICA Staff Rules subject to the approval of the Board; and

That prior to the approval by the Board of the staff rules, the Director General is empowered to issue Executive Orders to implement or regulate aspects concerning rights and duties of IICA's staff members, that do not contradict the Rules of Procedure of the General Directorate,

RESOLVES:

1. To recommend to the Board that the Proposed IICA Staff Rules be approved as submitted by the Director General with the modifications introduced by the Committee.
2. To request the Director General to issue Executive Orders to implement, on a trial basis, those precepts contained in the Pro-

posed Staff Rules which do not imply new rights or benefits for staff members other than those granted to them in the Rules of Procedure of the General Directorate and which do not have budgetary implications.

3. To report to the Fifth Regular Meeting of the Executive Committee on the results of the implementation of the proposed rules and to submit proposals for changes in the Staff Rules and the Rules of Procedure, if deemed necessary, based on the experience of the trial implementation period.

RESOLUTION No. 29

**STANDARDS FOR IICA PERSONNEL CLASSIFICATION
AND CLASSIFICATION OF POSITIONS**

The EXECUTIVE COMMITTEE, at its Fourth Regular Meeting,

HAVING SEEN:

“Proposed Standards for IICA Personnel Classification” (IICA/CE/Doc. 90(84)rev.), and “Progress Report on the Classification of Positions” (IICA/CE/Doc.91(84)),

CONSIDERING:

That during the Second Regular Meeting of the Inter-American Board of Agriculture in October of 1983, the Board requested the Director General to submit the System for the Determination of Remuneration for Personnel and Standards for IICA Personnel Classification to the next meeting of the Executive Committee and authorized the Executive Committee to approve these documents **ad referendum** the Inter-American Board of Agriculture (IICA/JIA/Res.51(II-0/83));

That Article 30 of the Rules of Procedure of the General Directorate stipulates that the Director General shall issue administrative provisions for the classification of Professional and General Services personnel; and

That Article 30.A of the Rules of Procedure of the General Directorate indicates that the Director General shall appoint persons to occupy positions in the Institute, assign them duties and transfer them to other positions when necessary in accordance with service needs and the Staff Rules,

RESOLVES:

1. To approve **ad referendum** the Proposed Standards for IICA Personnel Classification presented by the Director General, with modifications introduced by the Executive Committee.
2. To authorize the Director General to apply the system in preparing the 1986-1987 Proposed Program-Budget, to be submitted to the Fifth Regular Meeting of the Executive Committee. The system will not be applied during the 1985 fiscal year.

3. To request the Director General to prepare job descriptions for all international professional, local professional, and general services positions in the Institute which, at a minimum, will list the major duties and responsibilities and minimum qualification requirements for each position.
4. To request the Director General to conduct an organization-wide review of each position in the Institute and to report to the next Executive Committee meeting on the findings of the audit, the proposed changes, and the financial implication of those changes.

RESOLUTION No. 30

APPROVAL AD REFERENDUM OF THE REMUNERATION SYSTEM

The EXECUTIVE COMMITTEE, at its Fourth Regular Meeting,

HAVING SEEN:

The document "Proposed System for the Determination of Remunerations for IICA's Personnel" (IICA/CE/Doc.92(84)rev.),

CONSIDERING:

That during the Second Regular Meeting of the Inter-American Board of Agriculture in October of 1983, the Board requested the Director General to submit the System for the Determination of Remunerations for IICA Personnel and Standards for IICA Personnel Classification to the next meeting of the Executive Committee and authorized the Executive Committee to approve these documents **ad referendum** the Inter-American Board of Agriculture (IICA/JIA/Res.51(II-0/83)); and

That Article 6.b. of the Rules of Procedure of the General Directorate stipulates that the Director General shall determine the remuneration of the staff members in conformity with the system established for this purpose,

RESOLVES:

1. To approve **ad referendum** the System for the Determination of Remunerations for IICA Personnel presented by the Director General, with the modifications introduced by the Executive Committee.
2. To authorize the Director General to apply this system in the preparation of the Proposed 1986-1987 Program-Budget, to be submitted to the Fifth Regular Meeting of the Executive Committee. This system shall not be applied during fiscal year 1985.
3. To request the Director General to develop a performance appraisal system which will facilitate objectivity in the granting of within-class increases and merit increases provided for in the new Remuneration System.
4. To request the Director General to encourage staff participation in developing the performance appraisal system and in the annual performance appraisal process.

RESOLUTION No. 31

**DEFINITION OF POSITIONS OF TRUST UNDER THE
DIRECTOR GENERAL AS REFERRED TO IN ARTICLE 31
OF THE RULES OF PROCEDURE OF THE
GENERAL DIRECTORATE**

The EXECUTIVE COMMITTEE, at its Fourth Regular Meeting,

HAVING SEEN:

The Proposed Modification to Article 31 of the Rules of Procedure of the General Directorate,

CONSIDERING:

That Article 31 of the Rules of Procedure of the General Directorate establishes the positions of trust under the Director General of the Institute;

That said legal document does not give a precise definition of these positions;

That, in order to effectively enforce the new legal instruments and procedures governing personnel, it is necessary to determine the differences existing between trust personnel and all other IICA personnel; and

That Article 4, paragraph b. of the Rules of Procedure of the Executive Committee empowers the Committee to entrust tasks to the General Directorate,

RESOLVES:

1. To recommend that the Director General carefully review and define the concept of "trust personnel," taking into account the differences among the tasks they perform in the Institute and establishing the minimum technical requirements which must be met by candidates for these positions.
2. To ask the Director General to submit the findings of this analysis to the consideration of the Executive Committee at its next meeting.

RESOLUTION No. 32

**STUDY TO GRANT EMERITUS STATUS TO
MR. JULIO A. RINGUELET**

The EXECUTIVE COMMITTEE, at its Fourth Regular Meeting,

CONSIDERING:

That the Delegations from Argentina and El Salvador, on the basis of Article 13.b. of the Rules of Procedure of the General Directorate, have requested a study to determine the possibility of submitting a Draft Resolution to the Inter-American Board of Agriculture to grant Emeritus status to former IICA employee Mr. Julio A. Ringuelet; and

That Mr. Julio A. Ringuelet devoted a major part of his professional career to the service of the Inter-American Institute for Cooperation on Agriculture, in which he held important positions and discharged his duties successfully, capably and with dedication,

RESOLVES:

To request to the Director General that a report be submitted at the next Regular Meeting of the Committee to determine if Mr. Julio A. Ringuelet meets all the requirements for Emeritus status, as stipulated in Article 13.b. of the Rules of Procedure of the General Directorate.

RESOLUTION No. 33

**STUDY TO GRANT EMERITUS STATUS TO
MS. MARIA DOLORES MALUGANI**

The EXECUTIVE COMMITTEE, at its Fourth Regular Meeting,

CONSIDERING:

That the Delegation from Uruguay, on the basis of Article 13.b. of the Rules of Procedure of the General Directorate, requested a study to determine the possibility of submitting a draft resolution to the Inter-American Board of Agriculture to grant Emeritus status to former IICA employee Ms. María Dolores Malugani; and

That Ms. Malugani rendered valuable service to IICA and occupied important positions as head librarian of IICA's library in Turrialba and as Director of the Inter-American Agricultural Documentation and Information Center (CIDIA),

RESOLVES:

To request the Director General to submit a report to the next Regular Meeting of the Committee, to determine if Ms. María Dolores Malugani meets all the requirements for Emeritus status, as stipulated in Article 13.b. of the Rules of Procedure of the General Directorate.

RESOLUTION No. 34

**INCLUSION OF THE REPORT ON EXTRA-QUOTA AGREEMENTS
AND CONTRACTS IN THE ANNUAL REPORT**

The EXECUTIVE COMMITTEE, at its Fourth Regular Meeting,

HAVING SEEN:

The 1983 Annual Report,

CONSIDERING:

That according to Article 4.f. of the Rules of Procedure of the Executive Committee, the Committee is authorized to analyze the Annual Report of the General Directorate and to transmit it to the Board with comments and recommendations, and that according to Article 3.i. of said Rules of Procedure, the Committee is to review the reports of the General Directorate on extra-quota contracts exceeding US\$ 250 000, in which IICA is covering administrative costs;

That according to Article 3 of the Rules of Procedure, the Board is empowered to approve the Annual Report regarding the activities and financial status of the Institute for the previous fiscal year, after it has been analyzed by the Committee;

That the Inter-American Board of Agriculture, at its Second Regular Meeting, approved Resolution IICA/JIA/Res.29(II-0/83), charging the Director General to use a uniform system for providing the Executive Committee and the Board with full information on extra-quota agreements and contracts signed with the Member States, agencies or other entities;

That at the present moment the report on extra-quota agreements and contracts is separate from the Annual Report; and

That it would be appropriate to include the report on extra-quota agreements and contracts in the Annual Report,

RESOLVES:

To recommend to the Director General to include the report on extra-quota agreements and contracts signed with the Member States, agencies or other entities as part of the Annual Report, as of 1984.

RESOLUTION No. 35

**REPORT ON FINANCIAL STATEMENTS OF THE TROPICAL
AGRICULTURE RESEARCH AND TRAINING CENTER (CATIE)**

The EXECUTIVE COMMITTEE, at its Fourth Regular Meeting,

HAVING SEEN:

The 1983 Report of the External Auditors (IICA/CE/Doc.101(84)),

CONSIDERING:

That the contract for CATIE, signed by the Government of Costa Rica and IICA, stipulates the Institute's commitment to include in its biennial Program-Budget a contribution to the Center's basic budget, not to exceed five percent of the Institute's real Quota Budget (clause twenty-five of the Contract);

That according to the 1983 Report of the External Auditors, IICA disbursed to CATIE a total of US\$ 911 000, for the abovementioned reasons; and

That according to the stipulated contract, the Inter-American Board of Agriculture is CATIE's Assembly and thus its governing body, and should be familiar with the biennial report on CATIE's activities, including technical, financial, and administrative features, so as to make observations and comments (clause nine),

RESOLVES:

1. To request the Director General, beginning in 1984, to send CATIE's financial statements along with the Report of the External Auditors on IICA's Financial Statements.
2. The Director General shall obtain copies of the CATIE financial statements to be sent to the Member States together with IICA's.

RESOLUTION No. 36

**NEW CONTRACT ON THE TROPICAL AGRICULTURE RESEARCH
AND TRAINING CENTER (CATIE)**

The EXECUTIVE COMMITTEE, at its Fourth Regular Meeting,

HAVING SEEN:

The Report from the Director General on the Present Legal Status of the Tropical Agriculture Research and Training Center (CATIE) (IICA/CE/Doc.99(84)),

CONSIDERING:

That the new contract signed by the Government of Costa Rica and the Institute on CATIE, on February 22, 1983, has been providing the Center with a new legal and administrative structure;

That if CATIE is to continue performing its research and training functions, it requires open, decisive support from its Regular Members and from IICA; and

That the Government of Costa Rica, the Governing Council of CATIE and IICA have made their best efforts to consolidate the Center through the stipulations of the new Contract,

RESOLVES:

1. To acknowledge the efforts of the Government of Costa Rica and the other governments that ratified the Contract —Guatemala, Honduras, Nicaragua, Panama and the Dominican Republic— the Governing Council of CATIE, and especially the Representative of the Inter-American Board of Agriculture and the Directors of IICA and CATIE for their efforts to consolidate CATIE.
2. To support the efforts made by CATIE in the fields of research and training for the agricultural development of the member countries.
3. To urge the Member States of IICA to support CATIE as effectively as possible.

RESOLUTION No. 37

**VOTE OF THANKS TO THE GOVERNMENT AND THE
PEOPLE OF COSTA RICA**

The EXECUTIVE COMMITTEE, at its Fourth Regular Meeting,

CONSIDERING:

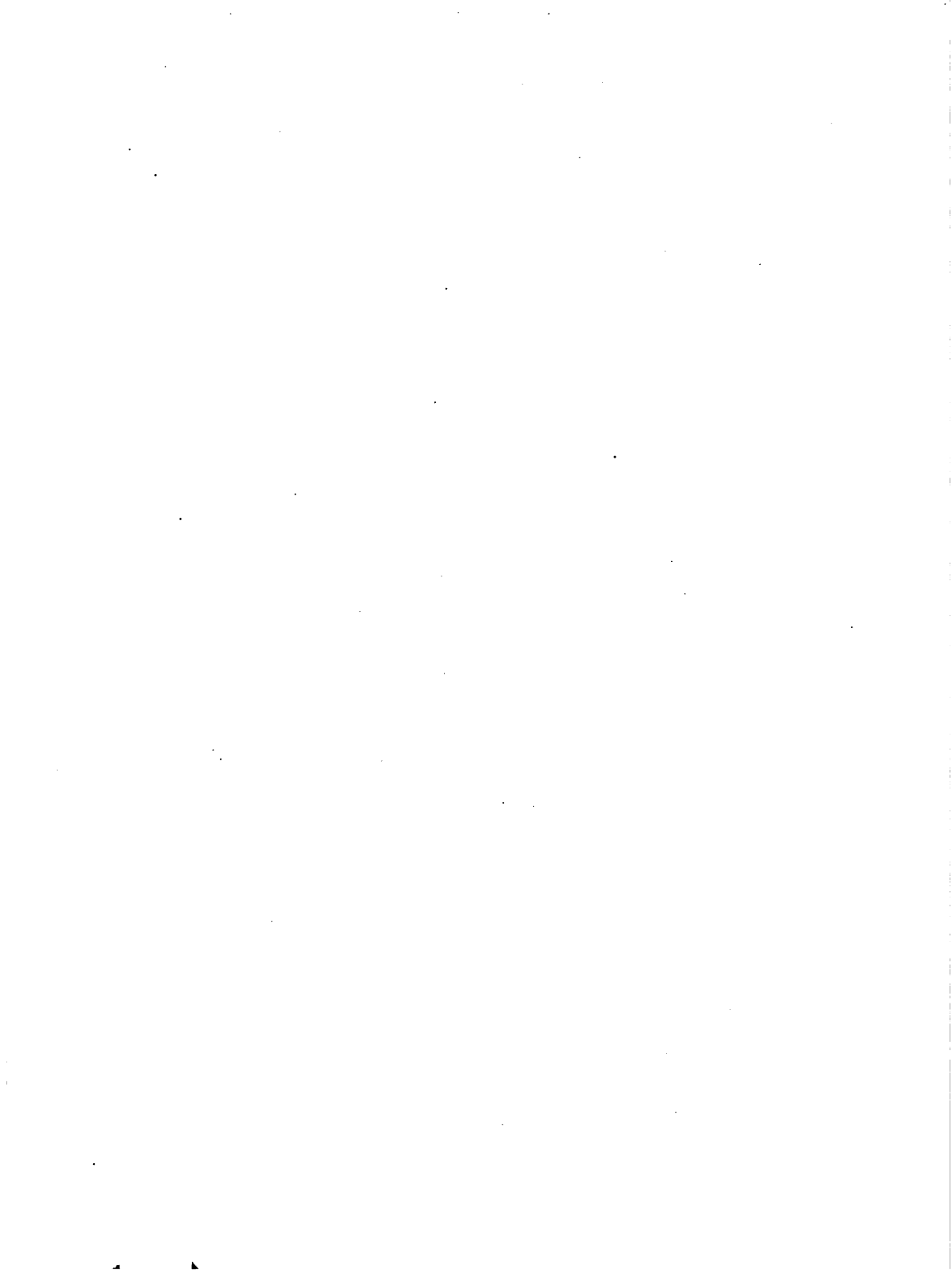
That the Government and people of Costa Rica have provided immigration and security services and extended hospitality to all of the members of the Delegations of IICA's Member States and to the Observers attending the Fourth Regular Meeting of the Executive Committee; and

That the Honourable Minister of Agriculture and Livestock of Costa Rica has made his utmost efforts to support the Meeting,

RESOLVES:

1. To thank the Government and the people of Costa Rica for services rendered and for the hospitality extended to all of the participants in the Fourth Regular Meeting of the Executive Committee.
2. To express special thanks to the Honourable Minister of Agriculture and Livestock of Costa Rica, for having participated in and supported the Meeting.

**REPORT OF THE CREDENTIALS COMMITTEE OF THE
FOURTH REGULAR MEETING OF THE EXECUTIVE COMMITTEE**



**REPORT OF THE CREDENTIALS COMMITTEE OF THE
FOURTH REGULAR MEETING OF THE EXECUTIVE COMMITTEE**

In compliance with the provisions of Article 50 of the Rules of Procedure of the Executive Committee, this Committee designated a Credentials Committee for the Fourth Regular Meeting, composed of the Delegates from Costa Rica, United States of America, Trinidad and Tobago and Paraguay.

The Committee examined the credentials presented by the Representatives of the Member States on the Executive Committee: Argentina, Colombia, Costa Rica, Dominica, Dominican Republic, Ecuador, El Salvador, Jamaica, Paraguay, Trinidad and Tobago, United States of America and Venezuela, and found that they were in order.

San Jose, Costa Rica, December 4, 1984.

Eduardo Zumbado
Costa Rica

John Wyss
United States of America

Errol Small
Trinidad and Tobago

Raúl Torres Segovia
Paraguay

AGENDA

AGENDA*

	Doc. No.
1. Report of the Director General on Alternatives for the Recording System for Meetings of the Executive Committee and Inter-American Board of Agriculture	IICA/CE/Doc.93(84)
2. Annual Report IICA-1983	No number
3. Report of the Simon Bolivar Fund-1983	No number
4. Report of the External Auditors-1983	IICA/CE/Doc.101(84)
5. Report on the Resolutions of the Second Regular Meeting of the Inter-American Board of Agriculture	IICA/CE/Doc.97(84)
6. Report from the Director General on Extra-Quota Contracts and Agreements signed with Member States, Agencies and other Entities	IICA/CE/Doc.95(84)
Additional Documentation to Complete the Report from the Director General on Extra-Quota Contracts and Agreements signed with Member States, Agencies and other Entities	IICA/CE/Doc.95(84)add.
7. Report from the Director General on Resolutions Adopted by the Board of Directors of the Inter-American Institute of Agricultural Sciences and still in force	IICA/CE/Doc.94(84)
8. Proposals for Modifying the Rules of Procedure of the General Directorate	IICA/CE/Doc.96(84)

* The support documents listed in the Agenda were distributed to the participants to the Fourth Meeting of the Executive Committee.

- | | | |
|-----|---|------------------------|
| 9. | Proposed Financial Rules of IICA | IICA/CE/Doc.88(84)rev. |
| 10. | Proposed IICA Staff Rules | IICA/CE/Doc.89(84)rev. |
| 11. | Proposed System for the Determination of Remunerations for IICA Personnel | IICA/CE/Doc.92(84)rev. |
| 12. | Proposed Standards for IICA Personnel Classification | IICA/CE/Doc.90(84)rev. |
| 13. | Progress Report on the Classification of Positions | IICA/CE/Doc.91(84) |
| 14. | Report from the Director General on the present Legal Status of the Tropical Agriculture Research and training Center (CATIE) | IICA/CE/Doc.99(84) |
| 15. | Report of the Director General on the Inter-American Conferences on Agriculture | IICA/CE/Doc.98(84) |
| 16. | Site and Date of the Fifth Regular Meeting of the Executive Committee | IICA/CE/Doc.100(84) |
| 17. | Other Business | |
| | — The official offer of the Government of Uruguay to host the Third Regular Meeting of the Inter-American Board of Agriculture | |
| | — The Report of the Internal Auditor on the Director General's statement of property ownership, in accordance with Article 10.e. of the Rules of Procedure of the General Directorate | |

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LIST OF PARTICIPANTS

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Subsecretario de Ganadería
Secretaría de Estado de Agricultura
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EL SALVADOR

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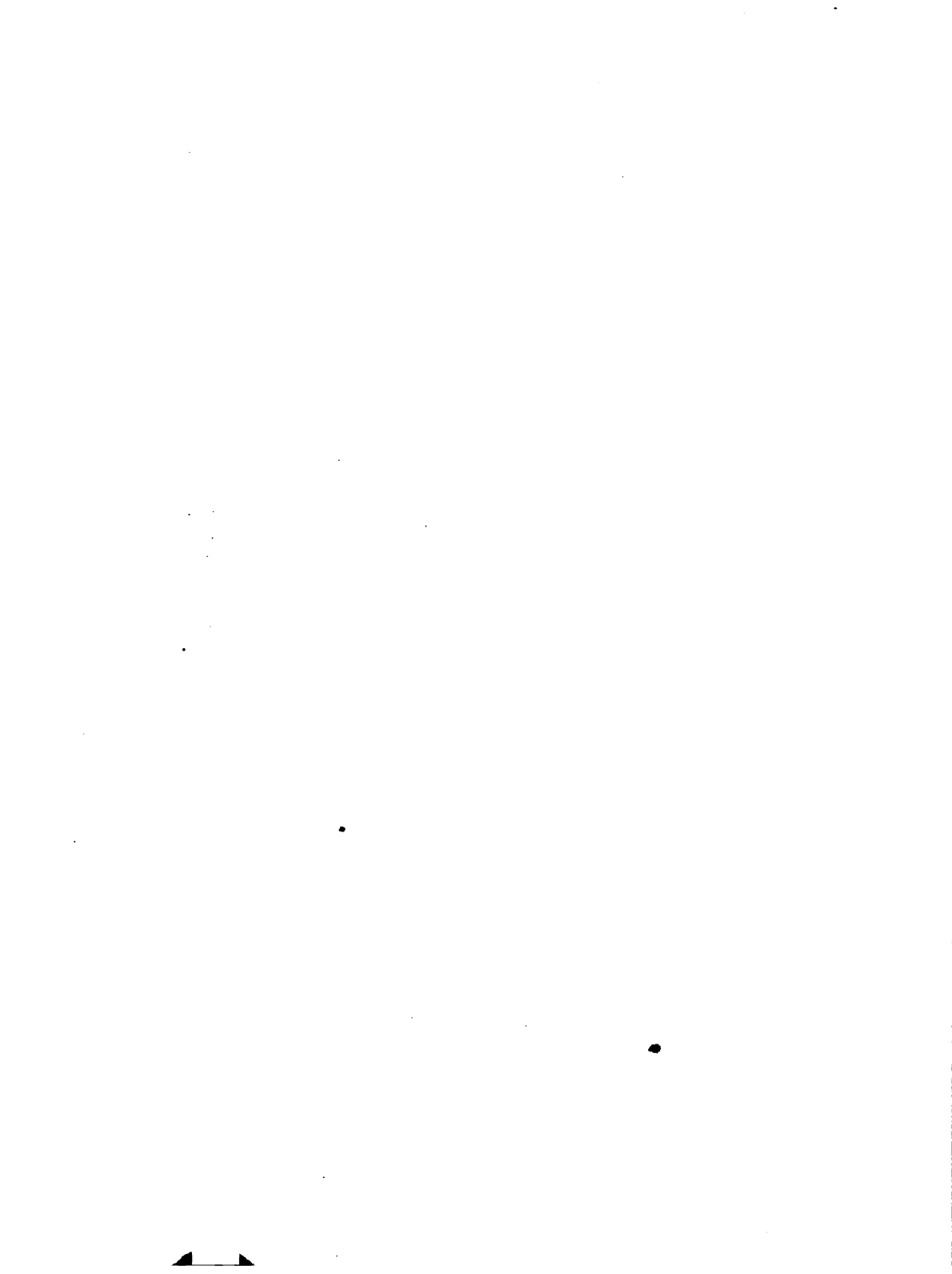
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MEETING STAFF

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	Emilia Amado Rosario Bogantes Jorge Caro Helio Fallas Alberto Muñoz
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Registration, Credentials, Documents and List of Participants	Aiza Vargás
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Juan Montero
Marcia Ramírez
Mario Segura
Eduardo Solano**

**Coordinator of Social Activities,
Cafeteria and Maintenance**

Roxana Montero

Other Departments that helped with the Meeting

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and Services**

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Floribeth Alfaro
Carlos Alvarado
Mario Argüello
Ana Barrientos
María F. Bonilla
Reina Bonilla
Enrique Calderón
Alicia Campos
Carlos Campos
Luis Chacón
Ana Fallas
Rodrigo Guevara
German Lizano**

Juan Mata
Edwin Morales
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Juan Śnchez
Manuel Sibaja
Rosa Ma. Solano
Luis Varela
V́ctor Varela
Freddy Vargas
María A. Vergara
Joś F. Źñiga
Gerardo Źñiga

Nurse

Doris Angulo

APPENDICES



**ADDRESS BY THE DIRECTOR GENERAL OF THE INTER-AMERICAN
INSTITUTE FOR COOPERATION ON AGRICULTURE
TO THE INAUGURAL SESSION OF THE FOURTH REGULAR
MEETING OF THE EXECUTIVE COMMITTEE**

Mr. Chairman; Honorable Minister of Agriculture and Livestock of Costa Rica, Mr. Carlos Manuel Rojas; Distinguished Representatives from the Member States; Distinguished Representatives from the Observer Countries; Distinguished Observers and Special Guests from International Organizations; Members of the Diplomatic Corps and fellow colleagues of IICA:

Once again we have occasion to meet at this special event, with the Representatives from IICA's Member States, to take decisions that will shape the future of our Institute and to work in a fraternal environment and analyze the problems of our development and IICA's contribution to solve the problems. On such occasions, I find myself feeling increasingly proud to be part of this effort. I sense a growing commitment to guiding these efforts in the administration of IICA's executive body, its General Directorate.

It is extremely gratifying to see how the Institute has grown and developed in the short time since the enactment of its new Convention and since its governing bodies initiated operations here in Costa Rica in 1981, with the commencement of the activities of the Inter-American Board of Agriculture and the Executive Committee. It is satisfying to see an organization that has evolved so much in the time since its inception to its fortieth anniversary in 1982. In 1981, the Inter-American Board of Agriculture approved its Rules of Procedure and those of the Executive Committee and the General Directorate. It began to implement a biennial budget, and at the same time to operate under the administration of a new General Directorate. In light of the foregoing, the Board held a special meeting the following year to institute the necessary changes of the budget in the second year of the first biennial budget's implementation. On that same occasion it approved documents which now guide our action: the General Policies and the Medium Term Plan for 1983/1987.

We are now inaugurating this fourth Regular Meeting of the Executive Committee, marking the mid-way point of the implementation of this Medium-Term Plan. During this time the Institute, in addition to enriching its operating framework with all these instruments to govern and steer our activities, has come to manage a sum that was on the order of 26 million dollars, but is now close to 50 million dollars. Our budget exceeds 47 million dollars, and has reached this level in a very short period of time while we experienced this radical transformation and process of renewal which I briefly described to you.

The Fourth Regular Meeting of the Executive Committee plays an extremely important role in this ongoing process. It is the forum for perfecting and analyzing our working documents, namely, the Staff Rules and the Financial Rules, two major areas of concern for the Member States during past meetings held here in Costa Rica and later in Kingston last year. Equally gratifying for IICA was the interest with which the Member States have cooperated, both inside and outside the meetings of the Board and the Committee, to support the preparation of these documents, creating instruments for the Institute. We received the greatest possible cooperation. These documents were improved by the observations, comments and contributions of the different countries, made possible by official, direct and personal contacts using all available means, proving the countries' interest in IICA as an Institute that unites efforts, resources and actions to promote development. In spite of the grave crisis affecting the countries, they see hope and well-founded optimism in our combined efforts as a way to resolve the crisis and overcome present difficulties.

During last year's meeting in Kingston we presented a somber analysis of Latin America and the Caribbean and their agricultural sector. Unfortunately, the situation is still critical, but that somber analysis, and the information exchange amongst the Ministers of Agriculture of the Member States on that occasion, convinced us all that agriculture must play a determining role in finding a solution to our problems. Agriculture makes a vital contribution to overall development and offers the most rapid means of overcoming the crisis.

It is the long-term promise that will make us self-sufficient and less dependent, allowing the best use of our production resources. A great responsibility rests on our shoulders, and it is very important for society at large to grasp this fact, especially since not only the Member States, but the entire human race, have realized that the spectre of world hunger is now an ominous reality in many countries of the world.

To make matters worse, our position as food producers has deteriorated to the point where less food is being produced *per capita*, especially in those countries where the nutritional levels are already well below acceptable levels.

I would like to conclude by once again expressing our optimism that our joint efforts are a major factor that will contribute to the efficient development and well-being of the rural sector of our countries. By working to carry out these important efforts, we contribute to the solution of the problems brought on by the crisis that affects our countries. With this hope, and with the firm belief that this meeting will be both productive and inspiring, we place trust in our ability to amicably gather together, with the assistance of all the personnel of the General Directorate which is at your service. With hope and enthusiasm, I wish to express my sense of gratitude to all of you for coming here to support our efforts in making the services offered by this Institute efficient and effective.

**ADDRESS BY THE MINISTER OF AGRICULTURE
AND LIVESTOCK OF COSTA RICA,
MR. CARLOS MANUEL ROJAS, IN THE OPENING
SESSION OF THE FOURTH REGULAR MEETING
OF IICA'S EXECUTIVE COMMITTEE**

It is a special privilege for me, as a Costa Rican, to greet you and to share this significant forum with such a worthy assemblage. On behalf of the government and the people of Costa Rica, I would like to welcome all of you to this important meeting.

In the world today, and especially in the Americas, few things are as important as meeting regularly to evaluate, discuss, and implement programs and policies for agricultural development. Projects of "cooperation" and "rural development" are especially crucial because these, above others, set the tone and establish the hierarchy needed to face today's challenges. During the Fourth Regular Meeting of the Executive Committee of the Inter-American Institute for Cooperation on Agriculture, we should attempt to give "cooperation" and "rural development" a new, revitalized meaning, especially since these terms represent the founding purpose of this Organization.

Back in the nineteen-thirties, when people first began to see the need for creating an institution such as IICA, eighty percent of our people lived in rural areas. Today only sixty percent of the population are rural dwellers, and it is estimated that by the year 2000 an alarming fifty percent of the total population will inhabit the cities. Even more worrisome is that ninety percent of urban demographic growth will be attributable to rural-to-urban migration.

In light of the foregoing, we must extend a warm welcome to those people gathered here to discuss proposals to develop the rural sector.

Population growth is an inevitable reality. In the last twenty years, the population of Latin America and the Caribbean has risen by 143 million people. This clearly indicates the need for increased food production to meet growing demand.

Unfortunately, this production growth is not occurring. It is common knowledge that the level of agricultural production in the region is unsatisfactory. Furthermore, the growth rate of agricultural production in several countries has been slowed down or substantially reduced.

"Cooperation" and "rural development" are of major importance. It is your task during the next few days to evaluate whether IICA's broadest successful social and economic programs are governed by these key concepts. It is gratifying to note that most of IICA's programs adhere to these principles.

Without abandoning the general scope of this forum, I would like to mention those joint projects being undertaken by IICA and the Ministry of Agriculture and Livestock of the present Costa Rican administration under its "Back to the Land" Program.

1. PROMECAFE

IICA has been developing activities designed to protect and improve coffee production in the region through PROMECAFE, a multinational cooperation program of which Costa Rica is a signatory. IICA has increased cooperation efforts through OFICAFE-M.A.G., in response to the state of emergency caused by the presence of coffee rust disease.

2. Zoning Project

IICA's Costa Rica Office and the Executive Secretariat for Sectorial Agricultural Planning signed an agreement for technical cooperation in order to develop a study on crop zoning in the country.

3. Technical Cooperation Program to Increase Agricultural Production, PIPA-IICA

This program is taking the necessary steps to establish two agreements with IICA; one to design, test and realign PIPA's follow-up and evaluation system, and the other to establish a personnel training program.

Despite these achievements, needs continue to grow. Our domestic needs, our regional needs and those reflecting the present world situation call upon us to redouble our efforts.

Now more than ever, we need to acknowledge our debt to this field, and strengthen agriculture using all available means. This must include education, technology and political, social and economic strategies.

On March 19, 1943, the Inter-American Institute for Cooperation on Agriculture was officially inaugurated in Turrialba. I say officially because in fact, the Institute had begun to live years before, in the framework of other organizations.

Forty-one years ago, last Saturday December 1st, this Institute became an inter-American organization, called the Inter-American Institute of Agricultural Sciences, and today known as the Inter-American Institute for Cooperation on Agriculture. Since then, it has increased its scope as the most serious and efficient entity for the promotion of agriculture.

This is of major importance since agriculture and its extensive network of related activities will generate employment, meet food and clothing needs, supply world markets and solve chronic balance of payment problems.

Agriculture is our greatest hope, and time is of the essence. Once again I extend a warm welcome to the participants at this meeting. I hope that, as always, this will be an inter-American forum for the exchange of ideas to receive suggestions, formulate new guidelines and acquire the necessary experience to further the development of our countries through cooperation efforts.

**ADDRESS BY DOCTOR HECTOR MOLINUEVO, DELEGATE
FROM ARGENTINA, DURING THE CLOSING CEREMONY OF IICA'S
FOURTH REGULAR MEETING OF THE EXECUTIVE COMMITTEE**

Fellow Delegates:

It is an honor for me have been selected to represent such distinguished delegates. I am certain that I speak for everyone when I express my satisfaction at the excellent outcome of this meeting. In the course of a few days, through continuous efforts, we have been able to discuss a number of issues that will help improve operation of the Institute, and as a result, its relationship to the region's agricultural sector, which is so important to all of us.

We are certain that the Director General's initiatives, presented in the form of documents and resolutions, and the delegates' contributions, will lay the administrative foundations needed to run this organization and ensure its ability to adapt to the times in which we live. There is no doubt in our minds that these resolutions provide the basis for future work toward eminently technical objectives and for the Institute's structure to ensure its parallel development with the agricultural sector and with agricultural technology, which has experienced great changes in the last few years and which will no doubt undergo more changes in the future. The Institute must be constantly revitalized if it is to serve as the focal point of all the countries' efforts for cooperation. This is the way to maintain a dynamic agricultural sector, ready to deal with any unforeseen circumstance.

I wish to thank the Government of Costa Rica for its warmth and hospitality, and the Minister of Agriculture and the personnel who accompanied him at these sessions, for their valuable participation and constant display of friendship and solidarity. Also I wish, even at the risk of being redundant, to thank the General Directorate and especially the Technical Secretariat, for their part in organizing and carrying out a successful meeting, helping us to make the most of the few days we had available, and to achieve as much as we did. I especially want to congratulate the secretaries and editors whose work provided us, shortly after each session, with a complete transcription of all that was said in this room, a task carried out with a natural consistency that belied the tremendous effort it signified. I must also mention the labor of the interpreters, who were tuned in to the constant debate, translating from English to Spanish, or vice versa, and who dealt so well with idiomatic nuances, which were at times a far cry from Cervantes' Spanish or Shakespeare's English. We must appreciate these people's efforts since on several occasions they were forced to translate even our gestures, which they did very well. Our acknowledgement extends to all the personnel that have been with us in the meeting room these few days and to all IICA

officials who have performed above and beyond their normal duties to collaborate with us. To all these people and to all my fellow Delegates who have attentively followed the sessions, and to all the Observers who have faithfully accompanied us and offered their ideas and encouragement, we extend our gratitude.

**ADDRESS BY MR. OSCAR FONSECA, VICE MINISTER OF
AGRICULTURE AND LIVESTOCK OF COSTA RICA, DURING
THE CLOSING CEREMONY OF THE FOURTH REGULAR
MEETING OF IICA'S EXECUTIVE COMMITTEE**

Friends and colleagues:

It has been a great pleasure for us to have you here in Costa Rica and to share ideas and common concerns on the agricultural future of the region and on the future of an organization as important as the Inter-American Institute for Cooperation on Agriculture.

I need not detail the nature of our relationship with IICA, since the address given by the Minister at the beginning of this meeting gave a broad picture of our feelings about what is being done and of our expectations for the Institute in the future. I would, however, like to mention our satisfaction with the outcome of the meeting, especially with the efforts made to consolidate the Institute via the provision of administrative systems and judicial instruments to regulate its operations. Furthermore, I wish to communicate my sense of satisfaction at having had the opportunity to witness the fruits of a year's labor. There is no question that work has been intense; we all agree that it has brought many benefits for our countries.

Although the Delegate from Argentina apologized for his redundancy, allow me also to be redundant and for the third time acknowledge the efforts of the General Directorate and the support team that collaborated to make this meeting so successful in reaching its goals. I would also like to compliment the officers of the meeting. The Chairman, the Rapporteur and the Technical Secretary played a crucial role in smoothing the debate and covering all the objectives planned for the meeting.

Again, to all the participants in this meeting, it has truly been an honor to have you here in Costa Rica.

**CLOSING ADDRESS BY MR. RICARDO H. DAVILA
(DELEGATE FROM ECUADOR), CHAIRMAN OF THE FOURTH
REGULAR MEETING OF THE EXECUTIVE COMMITTEE**

Mr. Oscar Fonseca, Vice Minister of Agriculture and Livestock of Costa Rica;
Mr. Francisco Morillo Andrade, Director General of IICA;
Mr. Quentin M. West, Deputy Director General of IICA;
Assistant Deputy Directors General, Directors and IICA Officials;
Fellow Delegates in the Fourth Regular Meeting of IICA's Executive Committee;
Ladies and Gentlemen:

This Fourth Regular Meeting of the Executive Committee of our Inter-American Institute for Cooperation on Agriculture, held for the last few days, has been one of the more important events in my life recently.

Since you were gracious enough to name the people and government of my country, Ecuador, which it is my honor to represent, to preside over this meeting, it has taken on a double meaning for me. Events been occurring one after the other, and the closing address of such an important meeting is something that caught us unprepared. I will try to synthesize some ideas about the significance and possible effects of what has been done during this week, and our endeavours for the progress of agriculture — the cornerstone of the development process of the countries we live in.

The reports we have studied depict an Institute that has extended its services for technical cooperation in the continent. Added to such impressive achievements as the eradication of Swine Fever in Haiti, the strengthening of the Brazilian Agency for Agricultural Research (which has had such striking impact on that country's agricultural development), and the cooperation received by Mexico at the national level in agricultural planning, are other actions that, although small in scope, constitute an array of major contributions to agriculture and the development of our countries. IICA is present in Quimiag-Penipe, Ecuador, supporting that project, and the Institute is working with us in that important agricultural region of the country. It is also working in the Southern city of Valdivia, located 850 kms south of the Chilean capital of Santiago, to cooperate with advanced education in rural areas and helping to shape a new graduate program on Rural Development, an important contribution to our future generations of agricultural specialists. It has been in Jamaica and other Caribbean countries, contributing to the development of important food production programs. The Institute's presence is also felt in the Andean countries, where IICA cooperates to help cultivate vital foodstuffs for the peoples of this region. IICA is hard at work with the government of Suriname to increase milk production in that country. IICA specialists can be seen side by side with their national counterparts in Santiago de los Caba-

lmeros, Azua and Baní, in the Dominican Republic, and in the foothills of the Irazú volcano in beautiful Costa Rica, contributing to the development of organized farmer cooperatives.

We are pleased to learn that IICA is presently engaged in more than a thousand activities in its 29 member countries, and that it has approximately one thousand staff members at work in the continent forming a wide ranging international technical group for agricultural development and rural well-being that is readily available to meet our needs. We have seen how the Institute's infrastructure has made possible the transfer of resources from the twelve observer states and many development agencies to our own countries; we have witnessed IICA's technical and physical presence in all the member countries, and have understood that the Institute has consolidated its position as the continent's specialized agency in agriculture.

IICA was made stronger by this Fourth Regular Meeting of the Executive Committee. Its leaders and the Member States have demonstrated their interest, trust and support. It was evident during the debates that the Delegates had carefully studied the documents submitted to them. By providing valuable contributions and improving the operating procedures, we are ensuring the Institute's technical growth and its capacity to cooperate with the countries even more efficiently. Better services, besides being appreciated by the user, positively motivate the technical and management personnel of the institution. IICA's personnel have accepted our renewed challenge to make the best possible use of the new working tools we have recommended.

It is our hope and desire that the technical cooperation given to the countries will increase in quantity, quality and timeliness. Another equally important outcome of this kind of meeting is the opportunity it renders to renew old friendships and make new ones. Exchange is a major reason for IICA's existence and is unquestionably the basis of Pan Americanism because this opportunity for dialogue, for sharing experience, provides the best possibility and highest expectations for establishing the Great Nation of Bolivar's dreams.

I would like to make mention of the organization of this meeting. The Institute has made a great effort to facilitate our work. This is especially true of the Secretariat of this meeting; to deliver documents and their translation to the Delegates on time is a task requiring maximum effort on the part of any staff. We have witnessed the Unit Directors and their personnel working around the clock to attain these objectives. It is only right, then, that we thank the Director General, the group of Directors who supported him, the Technical Secretariat of the Meeting, the personnel who day by day have set the foundations supporting our work, the Public Information group that has accurately and expeditiously informed the continent's news media on the progress of the Committee, and all the staff members, from the most impor-

tant to the most humble, who in one way or another contributed to make the Committee's work succeed. The best proof of our appreciation has been the hours the Committee dedicated to recommendations on the Staff Rules. We wish to give them the same thing they have given us—the very best.

During the course of this meeting IICA organized, we have enjoyed the magnificent cooperation of the Government and people of Costa Rica, the country that has been host to the Institute since its founding in 1942. We would request the Vice Minister of Agriculture and Livestock of Costa Rica, Mr. Oscar Fonseca, to extend our gratitude to the President of Costa Rica, Mr. Luis Alberto Monge, for the attention, consideration, cooperation and friendship he has given us. We Delegates have witnessed and directly experienced the significance for the American and Caribbean countries of this beautiful, peaceful country, and we are proud to be headquartered here.

I would like to close by expressing our gratitude to Costa Rica's mass media and the international news agencies. We thank all newspaper reporters who helped publicize the work of this Executive Committee.

We like the idea of "The Home of Agriculture in the Americas," expressed by the Director General in his opening remarks, as a synonym for IICA. It accurately describes the feelings of those present at this meeting, in this house, as family and friends who, in the best tradition, have set a clear goal for itself: to work together for agricultural development and rural well-being on this continent.

Ladies and Gentlemen: this Fourth Regular Meeting of the Executive Committee of the Inter-American Institute for Cooperation on Agriculture is hereby adjourned.

OFFICIAL DOCUMENTS SERIES

**Doc.
No.**

- 1 **General Plan of IICA**
(1970 – English and Spanish)
- 2* **Advisory Committee**
(1970 – English and Spanish)
- 3* **CIES Resolutions on Rural Development**
(1971 – Spanish)
- 4 **Eleventh Annual Meeting of the Board of Directors – San Salvador, El Salvador, May 5 to 9, 1972**
(English and Spanish)
- 5 **Sixth Inter-American Conference on Agriculture – Lima, Peru, May 27 to June 2, 1971**
(Spanish)
- 6* **Twelfth Annual Meeting of the Board of Directors – Santiago, Chile, May 10 to 13, 1973**
(English and Spanish)
- 7 **Principal Resolutions of the Board of Directors – Washington, D.C. 1962-1972**
(English and Spanish)
- 8 **Thirteenth Annual Meeting of the Board of Directors – Caracas, Venezuela, May 16 to 18, 1974**
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- 9* **Fourteenth Annual Meeting of the Board of Directors – Ottawa, Canada, May 6 to 9, 1975**
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- 10* **Implementation of IICA's General Plan (Elements for Analysis)**
(1976 – English and Spanish)
- 11 **Fifteenth Annual Meeting of the Board of Directors – Washington, D.C., May 6 to 12, 1976**
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- 12* Simon Bolivar Fund – Rules and Regulations
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- 13* Sixteenth Annual Meeting of the Board of Directors – Santo Domingo,
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(English and Spanish)
- 14* Seventh Inter-American Conference on Agriculture – Tegucigalpa,
Honduras, September 5 to 10, 1977
(English and Spanish)
- 15* Medium-Term Indicative Plan. IICA: The Next Five Years
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- 16 Seventeenth Annual Meeting of the Board of Directors – Asuncion,
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(English and Spanish)
- 17* Eighteenth Annual Meeting of the Board of Directors – La Paz, Bolivia,
May 14 to 16, 1979
(English and Spanish)
- 18 Nineteenth Annual Meeting of the Board of Directors – Mexico, D.F.,
September 22 to 26, 1980
(English and Spanish)
- 19 Principal Resolutions of the Board of Directors. Washington, D.C.
1973-1980
(English and Spanish)
- 20 First Special Meeting of the Inter-American Board of Agriculture – San
Jose, Costa Rica, February 17 to 19, 1981
(English and Spanish)
- 21 Eighth Inter-American Conference on Agriculture – Santiago, Chile,
April 6 to 11, 1981
(English and Spanish)

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| 22rev. | Base Documents: Convention on the Inter-American Institute for Cooperation on Agriculture; Rules of Procedure of the Inter-American Board of Agriculture, the Executive Committee and General Directorate
(1984 – English, Spanish, French and Portuguese) |
| 23 | Resolutions adopted by the Board of Directors of the Inter-American Institute of Agricultural Sciences and Still in Force
(1984 – English, Spanish, French and Portuguese) |
| 24 | First Regular Meeting of the Executive Committee and the Inter-American Board of Agriculture – San Jose, Costa Rica, June 9 to 12, 1981 and Buenos Aires, Argentina, August 7 to 13, 1981
(English and Spanish) |
| 25 | Second Regular Meeting of the Executive Committee – San Jose, Costa Rica, September 12 to 17 and October 25 to 26, 1982
(English, Spanish, French and Portuguese) |
| 26 | Second Special Meeting of the Inter-American Board of Agriculture – San Jose, Costa Rica, October 27 to 29, 1982
(English, Spanish, French and Portuguese) |
| 27 | General Policies of IICA
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| 28 | Medium-Term Plan 1983-1987
(1982 – English, Spanish, French and Portuguese) |
| 29 | Second Regular Meeting of the Inter-American Board of Agriculture – Kingston, Jamaica, October 24 to 28, 1983
(English, Spanish, French and Portuguese) |
| 30 | Fourth Regular Meeting of the Executive Committee – San Jose, Costa Rica, December 2 to 7, 1984
(English, Spanish, French and Portuguese) |

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The Institute is an agency of the inter-American system, specialized in agriculture. It was created by the Governments of the Americas for the purpose of encouraging, promoting and supporting the efforts of the Member States to attain agricultural development and well-being for their rural populations. Originally called the Inter-American Institute of Agricultural Sciences, IICA was founded on October 7, 1942. It was reorganized and given its present name in a Convention that was opened to the signature of the American States on March 6, 1979 and went into effect in December, 1980.

IICA's member countries are: Argentina, Barbados, Bolivia, Brazil, Canada, Chile, Colombia, Costa Rica, Dominica, Dominican Republic, Ecuador, El Salvador, Grenada, Guatemala, Guyana, Haiti, Honduras, Jamaica, Mexico, Nicaragua, Panama, Paraguay, Peru, Saint Lucia, Suriname, Trinidad and Tobago, United States, Uruguay and Venezuela.

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