



ORGANIZATION OF AMERICAN STATES
Inter-American Council for Integral Development
(CIDI)



THIRTEENTH REGULAR MEETING OF THE
INTER-AMERICAN COMMITTEE ON PORTS

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PLAN OF ACTION OF ROATAN 2023 -2026:

“TECHNOLOGICAL INNOVATION: CROSS-CUTTING TOOL FOR PORT
MODERNIZATION”

(Approved during the Eight Plenary Session)

WE, THE REPRESENTATIVES OF THE MEMBER STATES THAT FORM THE INTER-AMERICAN COMMITTEE ON PORTS (CIP),

CONSIDERING:

That the CIP is the only permanent Inter-American governmental forum that brings together the national port authorities of all Member States of the Organization of American States (OAS) and whose main objective is to promote the development of competitive, secure, sustainable and inclusive ports in the Americas with the active participation of the private sector;

That the CIP, through the Resolution of Buenos Aires, approved an Action Plan for the biennium 2021-2023; and

RECOGNIZING:

The work of the CIP in mobilizing resources for the formulation, promotion, and implementation of technical cooperation policies, programs, and projects in the area of port development; as well as in encouraging mechanisms and forums for exchanges of experiences and information among Member States in its areas of competence; and in organizing activities to strengthen human and institutional capacities to enhance port development throughout the Hemisphere;

The benefits to Member States offered by strategic partnerships with development institutions, international financial agencies, and the private sector, such as increased technical training opportunities and exchanges of best practices;

The role of the OAS and the Inter-American system in implementing the Sustainable Development Goals (SDGs) to achieve integral development;

The increasing importance of cyber security in port operations due to increased digitalization and automation processes implemented due to the COVID -19 pandemic and new international trade requirements, as well as the fundamental importance of Tourism, specifically the Cruise ship industry, for Member States in the Caribbean Basin; and

The progress in implementing the “Plan of Action of Buenos Aires 2021 - 2023: “Port-City Relation”, and the need to continue and build on the work of the last two years.

AGREE TO ADOPT THE PLAN OF ACTION OF ROATAN:

I. BACKGROUND

We ratify the six priority areas of the Inter-American Committee on Ports (CIP) for hemispheric cooperation: (i) Logistics, Innovation and Competitiveness; (ii) Sustainable Port Management and Environmental Protection; (iii) Port Protection and Security; (iv) Public Policy, Legislation and Regulation; (v) Waterways, Inland and Cruise Ports; and (vi) Port-City Relation, Social Responsibility and Gender Equality.

II. OBJECTIVES

This Plan of Action is a complement to the activities of the Member States and the CIP Secretariat based on synergies produced by South/South, triangular, and hemispheric cooperation, with the objective of achieving specific goals.

The main objectives of the Plan of Action are the following:

A. General Objective

To advance toward the development of competitive, secure, sustainable and inclusive ports in the Americas with the active participation of the public and private sector.

B. Specific Objectives

1. Strengthen and promote the Inter-American political and technical port dialogue at the highest level with the active participation of the private sector.
2. Consolidate and expand the CIP Secretariat’s scholarship and capacity building program, as well as the technical assistance offered by CIP Member States, associate members and strategic partners.
3. Foster and promote hemispheric cooperation for port development through cooperation mechanisms with development institutions, international financial agencies, and the private sector.
4. Promote the Ports of the Americas by facilitating public-private partnerships.

III. THE CIP SECRETARIAT ROLE IN IMPLEMENTING THE PLAN OF ACTION

In addition to coordinating and assisting CIP authorities in carrying out the mandates set forth in this Plan of Action, the CIP Secretariat, in coordination with the CIP Executive Board (CECIP), is instructed to:

1. Support the Chairs of the Technical Advisory Groups (TAGs) in the efficient and effective execution of their activities in accordance with the Resolution of Roatan and this Plan of Action.

2. Enrich the Inter-American Port Dialogue, by promoting public-private partnerships through the incorporation of new associate members, including the establishment of internal and external strategic alliances with other international and related organizations.
3. Co-organize and provide institutional and technical secretariat support to national port authorities, strategic partners or associate members in the organization of hemispheric, regional and / or national conferences / seminars, as well as courses related to TAGs priorities and objectives, including the promotion of the CIP and the Ports of the Americas.
4. Consolidate and, to the extent possible, expand the training opportunities offered by the CIP Secretariat, especially for the English-speaking Caribbean, to strengthen institutional technical capacities and the exchange of successful practices, including new alliances and agreements for this purpose.
5. Provide, when requested by any Member State, technical assistance and suggest studies and/or activities in accordance with OAS procedures and, to the extent possible, seek additional funding.
6. Continue its activities to approach the private sector in search of new associate members and resources to strengthen operations.
7. Continue with the dissemination strategy, including the monthly publication of a newsletter, the preparation and publication of an information booklet on the CIP, the publication of the CIP Magazine, updating of the CIP portal and the use of the CIP logo in all printed and/or digital media.
8. Coordinate and prepare face-to-face or virtual meetings of the TAGs and the CECIP.

The CIP Secretariat will report to the CECIP every eighteen months on the implementation of this Plan of Action and present a comprehensive report at the XIV Regular Meeting of the CIP 2026.

Member States should provide the CIP Secretariat with the necessary human and technical resources to facilitate this role.

IV. TECHNICAL ADVISORY GROUPS (TAGs)

The main function of the TAG Chairs will be to fulfill the objectives of the Plan of Action of Buenos Aires in their technical specialty areas, for which they will formulate and implement their work plans with regional approach initiatives.

The TAG Chairs will report to the CECIP on the establishment of any working groups, as they deem necessary to carry out their functions and will determine their specific activities, responsibilities, and respective fund allocations.

Each TAG, within the priority thematic area of its competence, will:

1. Prepare, when requested, proposals and recommendations on policies and strategies, which will be presented to the CIP through the CECIP.
2. Promote the integration of new associate members and the participation of Member States in the CIP activities.
3. Prepare reports on its activities and present them to the CECIP Chair and Vice Chairs.

4. Support the efforts of the CIP Secretariat to identify opportunities in order to expand the training offered to Member States.

Specifically, each TAG Chair shall:

5. In support of the activities to strengthen technical capacities and in continuity with the Plan of Action of Roatan, update the surveys and databases in their respective areas.
6. Organize at least once in the next three (3) years, with the support of the CIP Secretariat, a Conference or Hemispheric Seminar on the topics within the TAG's competence.
7. Identify and compile materials (e.g. articles, best practices, techniques, processes or services) relevant to the TAG for digital and/or printed dissemination.

V. METHODOLOGY

For the implementation of this Plan of Action, each TAG shall establish focal points of contact with the CIP Secretariat and their respective responsibilities. The Chair shall appoint a focal point or coordinator to ensure that the objectives of each TAG are met. Within 90 days after the adoption of this Plan of Action, each TAG, with support from the CIP Secretariat, shall prepare and present to the CECIP its work plan, setting out all the activities mentioned in the previous section along with clear implementation deadlines and funding sources.

To ensure fulfillment of the activities contained in this Plan of Action, TAG Chairs will be required to assume leadership of their respective activities.

In the absence of the Chair, or when this delegates its responsibilities, the Vice Chair will assume leadership of the TAG, taking into account the responsibilities established by the CIP Rules of Procedure in meeting the objectives set.

TAG's shall report to the CECIP on their activities every eighteen months and develop systems for monitoring activities and evaluating their outcomes.

TAG's shall coordinate their work bearing in mind the complementary and interdependent nature of their activities. Constant communication and exchange of knowledge, experiences, and results will yield reciprocal benefits for which they should rely on the CIP Secretariat.

VI. RESOURCES

This Plan of Action will be financed through the contributions by Member States and associate members to the CIP, as well as resources from the OAS Regular Fund, in accordance with Articles 69,75,76,81,82 and 83 of the CIP Rules of Procedure, taking into account the interests of the members and the objectives of the CIP. To that end, Member States, particularly those with outstanding balance, are urged to be punctual in their annual contributions to the CIP. Member States are exhorted to make voluntary contributions in addition to their annual mandatory contributions. Furthermore, Member States will provide technical contributions to the TAGs and promote the necessary synergies among members.

With the support of the CIP Secretariat, the CECIP Chair and TAG's Chairs will invite pertinent regional and international organizations, as well as potential donors and partners, particularly from the

private sector, to participate, make voluntary contributions and provide financial and/or in-kind support to activities arising from the implementation of this Plan of Action.

VII. ASSOCIATE MEMBERS

The CIP's six priority areas present significant challenges for the region's national port authorities. Given the fundamental role of the private sector in meeting these challenges, the CIP has associate members, which are other international organizations and civil society institutions (private sector). The CIP is a unique forum where national port authorities and the private sector can discuss issues of mutual interest, structure cooperation and capacity building or organize events together. Associate members can dialogue and seek other forms of cooperation for port development with other public institutions, private companies, international organizations, thus form part of a reliable and relevant community of practice in the Hemisphere.

The CIP associate members, in accordance with Article 76 of the CIP Rules of Procedure and resolution CIP/CECIP/RES. 1/15, "Agreements of the Sixteenth Meeting of the Executive Board of the Inter-American Committee on Ports for 2016," shall make an annual contribution, which purpose is to help fund the activities of the CIP Secretariat and the TAGs. When a Member State recruits an associate member, 80 percent of the contribution will go to the special fund of the TAG in which the associate member participates, and 20 percent to the "CIP Special Port Program" Specific Fund. When the CIP Secretariat recruits an associate member, 80 percent of the contribution will be for the "CIP Special Port Program" Specific Fund and 20 percent for the corresponding TAG. In this context, it is important to highlight the tiered fee structure for associate members based on the size of each company.

According to Resolution of the XX CECIP Meeting in Roatan, Honduras, 2019 ([CECIP/RES.1/19corr. 1](#)), the annual contribution for associate members is as follows:

- a) US\$3,500 for micro and small enterprises, and non-profit institutions;
- b) US\$6,750 for medium-sized enterprises; and
- c) US\$10,000 for large corporations.

Benefits offered to associate members include approach to national port authorities, access to CIP forums and its international network of contacts, the exchange of best practices and, in as much as possible, to technical training.

The CIP instructs the CECIP Chair and Vice Chairs, the TAG's Chairs, and the CIP Secretariat to invite and encourage the participation of relevant regional and international organizations and other donors, particularly the private sector, to participate as associate members and strategic partners in accordance with the rules and regulations in force.