

**ASSOCIATION OF CARIBBEAN STATES (ACS)**

**SEVENTEENTH ORDINARY MEETING OF THE MINISTERIAL  
COUNCIL**

**Port of Spain, Trinidad and Tobago, February 10, 2012**

**Agreement No. 4/12**

**ELECTION OF THE SECRETARY GENERAL OF THE ASSOCIATION OF  
CARIBBEAN STATES**

**The Ministerial Council,**

**Pursuant to:**

Articles IX, sub-paragraph e and XIV, paragraph 2, of the Convention Establishing the Association of Caribbean States, pertaining to the appointment by the Ministerial Council of the Secretary General;

Article 6 of Annex I of Agreement No. 10/95, on the election of the Secretary General;

The decision taken by the First Extraordinary Meeting of the Ministerial Council, held in Port of Spain, Trinidad and Tobago, on August 17, 1995, regarding the election of Ambassador Simón Molina Duarte of Venezuela, as Secretary General of the Association of Caribbean States;

**Considering:**

The candidature of His Excellency Mr. Alfonso Múnera Cavadia for election as Secretary General, presented by the Government of the Republic of Colombia, in accordance with Article 6, sub-paragraph b, of Annex I of Agreement No. 10/95 of the Ministerial Council;

## **AGREES:**

1. To elect His Excellency Mr. Alfonso Múnera Cavadia as Secretary General of the Association of Caribbean States, for a period of four years, counted from the date of assumption of office and commencement of duties, March 3, 2012;
2. That the outgoing Secretary General shall receive the new Secretary General, for the purpose of handing over his instrument of office, as well as to assist him in properly carrying out his duties, and consequently, it shall be his responsibility to explain to him, *inter alia*, the following matters:
  - a. functioning of the Association;
  - b. specific procedures and functions of the Secretary General;
  - c. the hierarchic location and functions of the staff members of the Secretariat;
  - d. current balance of debits, credits and bank accounts of the Secretariat and the Special Fund;
  - e. special reports on the financial and budgetary situation of the Association during the period 2008 – 2012;
  - f. registry and safekeeping of Secretariat documents;
  - g. up to date list of the fixed and movable assets of the Secretariat;  
and
  - h. the studies on the fulfilment of the aims and objectives of the Association;
3. That the handing over period referred to in paragraph 2 of this Agreement, shall not exceed 5 days.
4. That the incoming Secretary General submit nominations for the posts of Directors of the Secretariat of the Association of Caribbean States in order to ensure geographical distribution and linguistic representation, particularly in order to address the absence of representation from the Central American Group within the current composition of the Secretariat.