



XII TWELFTH CONFERENCE
OF DEFENSE MINISTERS
OF THE AMERICAS

PORT OF SPAIN, TRINIDAD AND TOBAGO, OCTOBER 10-12 2016

**HANDOVER REPORT OF THE TWELFTH CONFERENCE
OF DEFENCE MINISTERS OF THE AMERICAS
(XII CDMA)**

TO

**THE XIII CONFERENCE OF DEFENSE MINISTERS OF
THE AMERICAS (XIII CDMA)**

PRO TEMPORE SECRETARIAT
XII CONFERENCE OF DEFENSE MINISTERS OF THE AMERICAS
MINISTRY OF NATIONAL SECURITY
REPUBLIC OF TRINIDAD AND TOBAGO



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HANDOVER REPORT

EXECUTIVE SUMMARY

In December 2014, in the city of Port of Spain, Chairmanship of the Conference of Defense Ministers of the Americas (CDMA) was handed over to the Government of the Republic of Trinidad and Tobago (GORTT) by the Government of the Republic of Peru. Shortly thereafter, the Ministry of National Security established the Pro Tempore Secretariat of the XII CDMA and commenced its work in preparation for engagement with partners across the hemisphere.

In developing the proposals for the Conference, the GORTT considered defence and security challenges which confront the hemisphere, particularly in the context of the changing international environment. The Ministry engaged with stakeholders locally and, with a view to consolidating views on the proposed thematic axes, embarked on activities at the hemispheric level. Meetings of two Ad Hoc Working Groups, to fulfill the mandates of the Declaration of Arequipa, as well as a meeting of Experts were held in Trinidad and Tobago in 2015. In addition, a team led by the Secretary General of the Pro Tempore Secretariat visited Washington, D.C. to interact with stakeholders and deliver a presentation to the Committee on Hemispheric Security of the Organisation of American States (OAS).

Over the period April 12 – 13, 2016, the Preparatory Meeting for the XII CDMA was held in Port of Spain. On that occasion, the overarching Theme and the three Thematic Axes, outlined hereunder, were approved:

Overarching Theme: *Strengthening Defence and Security Cooperation in the Hemisphere in an Increasingly Volatile Global Environment*

Thematic Axes:

Thematic Axis I – *Security and Defence of the Americas in a Changing International Environment: The Evolving Role of the Armed Forces*



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Thematic Axis II – *Environmental Protection and Resilience*

Thematic Axis III – *Hemispheric Security and Defence Cooperation Policy: Beginning with Strengthened Humanitarian Emergency Assistance*

The Twelfth Conference of Defense Ministers of the Americas (XII CDMA) sought to advance the progress made subsequent to the Eleventh CDMA (XI CDMA) held in Arequipa, Peru in October 2014. The dialogue was robust and reflected common acknowledgement of the evolution of the theatres of war and the volatility of the international environment. The Conference allowed for the exchange of information and experiences on defence and security matters with a view to confronting traditional and non-traditional threats more effectively. The shared commitment to the enhancement of cooperation and collaboration to respond to the new reality was evident, and resulted in tangible and actionable outcomes.

From the inception of the preparation process, Trinidad and Tobago was committed to delivering a Conference with a difference, one which would underscore the integral contribution of the Caribbean to the CDMA, as well as produce tangible outcomes for the hemisphere through mechanisms for strengthening of the hemispheric defence and security architecture.

In this regard, in the Declaration of Port of Spain Member States agreed to the establishment of Ad Hoc Working Groups to undertake work in the following key areas:

- search and rescue;
- the evolving role of the armed forces in defence and security;
- a framework for a Hemispheric Defence and Security Cooperation Policy;
- the role of defence and security forces with regard to environmental protection and climate resilience; and
- the integration of gender issues into security and defence policy making in CDMA Member States.



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Heads of Delegation participating in the XII CDMA also reviewed and amended the Conference Regulations. This exercise sought to remove ambiguities and to strengthen the framework of the CDMA process. In order to promote continuity in the preparation for and effecting of the CDMA, a significant amendment was the establishment of a Troika comprising the senior representatives of the most recent, current and next Chair of the Conference. The XIII CDMA Troika (2016-2018) will comprise Trinidad and Tobago, Mexico and Guatemala and is to be presided over by Mexico, the Chair of the XIII CDMA.

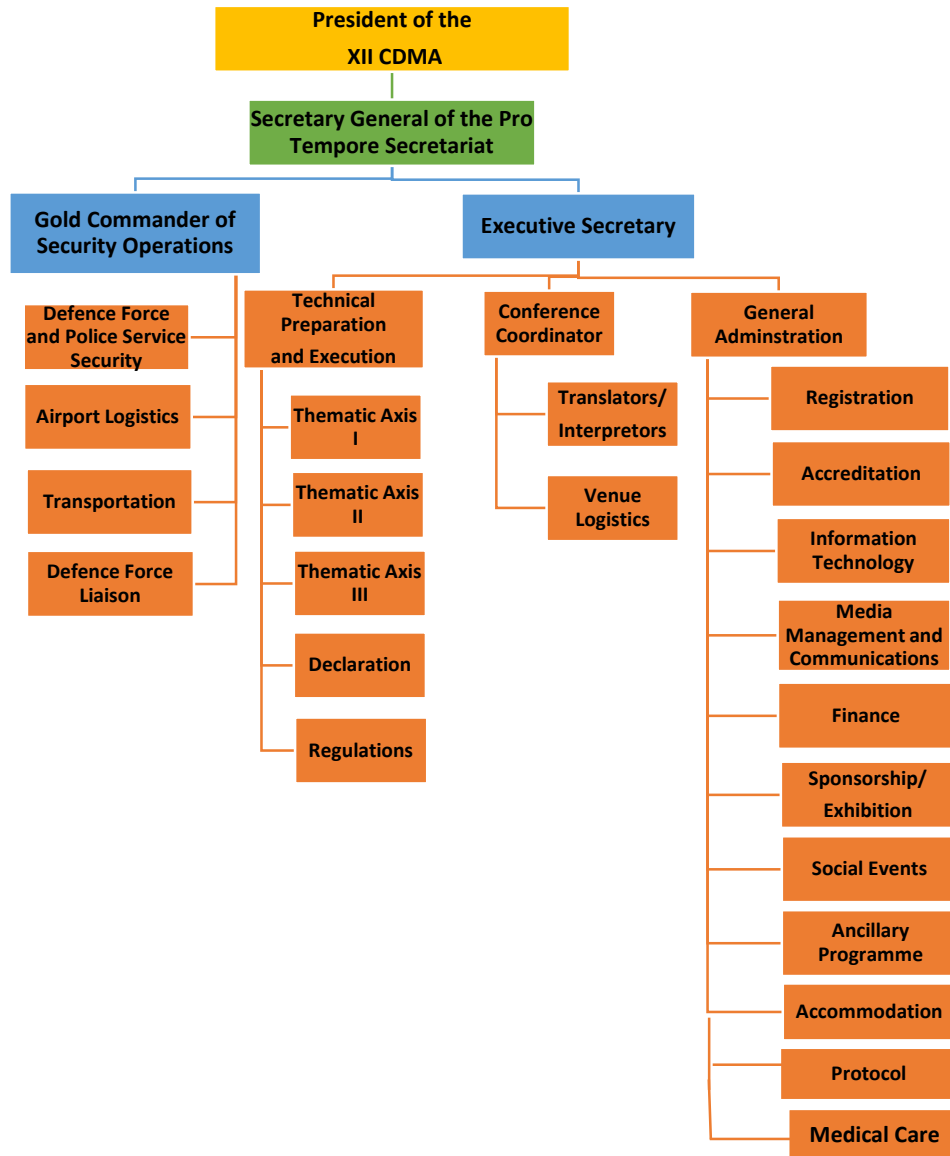


1. PRO TEMPORE SECRETARIAT: ORGANISATION AND STRUCTURE

As part of the responsibilities assumed by the host country, the Ministry of National Security of the Republic of Trinidad and Tobago established the Pro Tempore Secretariat, in order to organise, plan and coordinate the activities related to the hosting and chairing of the XII CDMA. The Organisational Structure of the XII CDMA Pro Tempore Secretariat is as follows:



Organisational Structure of the Pro Tempore Secretariat





2. PREPARATORY ACTIVITIES

2.1 Handover Ceremony, Port of Spain, December 2014

In December 2014, the GORTT assumed responsibility for the Pro Tempore Presidency of the CDMA. The handover ceremony was conducted in two (2) stages over a two-day period, as indicated hereunder:

- a technical meeting on December 10, 2014; and
- a handover ceremony on December 11, 2014.

At this ceremony, the Handover Report was presented to the Honourable Gary Griffith, Minister of National Security of Trinidad and Tobago by Diplomatic Service Minister, Mr. Librado Orozco Zapata of the Republic of Peru – the outgoing host country of the Eleventh (XI) CDMA. The handover was also formalised in a Document of Record that was signed by the Minister of National Security of Trinidad and Tobago and the Head of Delegation of Peru, attached as **Appendix I**.

2.2 Establishment of the Pro Tempore Secretariat

Subsequent to the handover, the Ministry of National Security established the Pro Tempore Secretariat which began its operations in January 2015. An e-mail address was created and efforts were made to initiate contact with the points of contact listed in the database provided by Peru. A XII CDMA website was established which included a secure delegates' window for the posting of Conference and meeting documents.

2.3 Meetings of Local Stakeholders, Port of Spain, May 2015

Trinidad and Tobago offered to host the meetings of the two Ad Hoc Working Groups mandated by the Declaration of Arequipa. In May 2015, as part of the preparation for hosting these meetings, the Pro Tempore Secretariat held consultations with local stakeholders to consolidate views on three (3) proposed thematic areas:



- Search and Rescue;
- Military Medical Health; and
- Environmental Protection and Energy Resilience.

2.4 Meetings of Ad Hoc Working Groups, Port of Spain, August 2015

In August 2015, the Pro Tempore Secretariat convened the meetings of two (2) Ad Hoc Working Groups in Port of Spain to consider the issues outlined hereunder:

- **Ad Working Group 1** - Alternatives for Coordination between the CDMA and Specialized Hemispheric Military Conferences; and
- **Ad Hoc Working Group 2** - Cooperation in Regional Search and Rescue.

The reports of the respective meetings which were circulated to CDMA Member States are attached at **Appendices II** and **III**.

2.5 Mission to Washington D.C. and address to the Committee on Hemispheric Security, Organization of American States, October, 2015

In October 2015, in an effort to further stimulate discourse and exchange of views on the proposed Thematic Axes, a delegation from the Ministry of National Security visited Washington, D.C. to:

- conduct meetings with representatives of various Permanent Missions of Member States to the OAS in Washington, D.C.;
- engage in discussions with relevant United States stakeholders;
- deliver an address to the Committee on Hemispheric Security of the OAS; and



- participate in a Hemispheric Podcast hosted by the William J Perry Center for Hemispheric Defense Studies.

2.6 Meeting of Experts, Port of Spain, November 2015

A Meeting of Experts was convened in Port of Spain in November, 2015 to consider the Thematic Agenda and advance the dialogue which had commenced during the meetings held in Washington, D.C. Prior to this meeting, Concept Papers were developed and circulated to all Member States in an effort to facilitate discussions on the three (3) proposed Thematic Axes, identified hereunder:

- Thematic Axis I - The Changing International Defense and Security Environment: The Evolving Role of the Military;
- Thematic Axis II - Environmental Protection and Resilience; and
- Thematic Axis III - Hemispheric Security and Defense Cooperation Policy: A Case for Strengthened Humanitarian Emergency Assistance.

In attendance, were representatives from CDMA Member States, defence organisations, think-tanks and other institutions. A copy of the report of the meeting is attached as **Appendix IV**.



3. PREPARATORY MEETING FOR THE XII CDMA

3.1 Purpose

The Preparatory Meeting was held over the period April 12 to 13, 2016 in Port of Spain. Deputy Ministers of Defense and their equivalents from thirty (30) Member States were in attendance at the Meeting, which was chaired by the Secretary General of the XII CDMA.

During the Meeting, the following matters were considered:

- outcomes of the Ad Hoc Working Groups;
- the overarching theme of the XII CDMA and the three thematic axes;
- nominations for technical support positions for the XII CDMA: Moderators, Rapporteurs and Co-Rapporteurs of the three Working Committees and the Style Committee;
- the Draft Declaration of Port of Spain;
- proposed amendments to the CDMA Regulations;
- proposed list of Observers to participate in the XII CDMA; and
- candidatures for host country of the XIII CDMA.

3.2 Program of Activities

The following items comprised the program for the Meeting:

Monday April 11, 2016

All day Arrival of delegates

17:00-19:00 Registration



Tuesday April 12, 2016

08:00-09:00 Registration

09:00-09:30 Opening Session

- Opening address
- Official Photos

09:30-09:45 Coffee Break

09:45-12:30 First Session

- Outcomes of the Ad Hoc Working Groups
- Discussion of the Thematic Agenda and Thematic Axes

12:30-14:00 Lunch

14:00-17:30 Second Session

- Adoption of the Thematic Agenda and Thematic Axes
- Designation of Moderators, Rapporteurs and Co-Rapporteurs
- Discussion of the Draft Declaration of Port of Spain

18:30-20:30 Welcome Reception

Wednesday April 13, 2016

09:00-10:30 Third Session

- Discussion of the Draft Declaration of Port of Spain

10:30-10:45 Coffee Break



10:45-12:30 Third Session

- Discussion and Presentation of the agreed version of the Draft Declaration of Port of Spain

12:30-14:00 Lunch

14:00-16:00 Fourth Session

- Approval of List of Observers to the XII CDMA
- Establishment of the Style Committee
- Consideration of the candidatures for the Host Country of the XIII CDMA
- Proposed amendments to the Regulations of the CDMA
- Administrative briefing

16:00-16:15 Coffee Break

16:15-17:30 Closing Session:

- Approval of decisions
- Concluding Remarks

3.3 Consideration and approval of the Theme and the Thematic Axes

The Secretary General presented the overarching theme for the XII CDMA for consideration by delegates. The approved theme was “*Strengthening Defence and Security Cooperation in the Hemisphere in an Increasingly Volatile Global Environment*”.

Subsequently presentations were made and consensus achieved on the Thematic Axes. Details are as follows:



Thematic Axis I: The Changing International Defence and Security Environment: The Evolving Role of the Military

This Thematic Axis centred on the evolving role of the military in the defence and security architecture. The Pro Tempore Presidency delivered a presentation which made reference to the role of the military in providing humanitarian assistance and disaster response; in providing major event security; critical infrastructure protection; in countering transnational organised crime and in addressing emerging technology-related threats (such as cybercrime).

There was general consensus that the changing defence and security environment required states to adapt so as to effectively address new and emerging threats.

The Republic of Nicaragua entered a reservation declaring that the Conference is meant to be political in nature with the mandate to exchange ideas and experiences and, that it was not within its ambit to make decisions that could infringe on the sovereignty of states, in particular because each state has the exclusive responsibility for determining the role and function of its armed forces.

Suggestions were made to amend the title of this axis and it was eventually agreed that the title would be “Security and Defence of the Americas in a Changing International Environment: The Evolving Role of the Armed Forces”.

The delegations which volunteered to serve on the Board of the Working Committee on Thematic Axis I are as indicated below:

Moderator: Paraguay

Rapporteur: Colombia

Co-Rapporteurs: Argentina, Barbados, El Salvador and Mexico



Thematic Axis II: Environmental Protection and Resilience

This Thematic Axis centred on consideration of the role of the military in the protection and resilience of the environment, the impact of military actions on the environment, as well as the impact of environment and energy factors on the military.

There was general support for this axis, with delegations sharing their own experiences in respect of environmental protection and the use of the military to respond to environmental emergencies.

Proposals were made for the title of this Thematic Axis to be amended, however the Meeting agreed to retain the original title.

The delegations which volunteered to serve on the Board of the Working Committee on Thematic Axis II are as follows:

Moderator: Canada
Rapporteur: United States of America
Co-Rapporteurs: Antigua and Barbuda, Bolivia and Chile

Thematic Axis III: Hemispheric Security and Defence Cooperation Policy: A Case for Strengthened Humanitarian Emergency Assistance

Thematic Axis III centred on the initiation of dialogue towards the development of a Hemispheric Security and Defence Cooperation Policy beginning with measures to strengthen the provision of Humanitarian Emergency Assistance.

There was general support for this axis. The delegations which volunteered to serve on the Board of the Working Committee on Thematic Axis III are as indicated below:

Moderator: Mexico
Rapporteur: Chile



Co-Rapporteurs: Argentina, Brazil and Jamaica

3.4 Consideration of the Draft Declaration of Port of Spain

Extensive discussions were held during the sessions on the Draft Declaration of Port of Spain, a copy of which is attached as **Appendix V**. In this regard, the following points are pertinent:

- **Respect for sovereignty:** It was emphasised that respect for the sovereignty of states should be reiterated throughout the Draft Declaration.
- **Role of the Inter-American Defense Board (IADB):** While concern was expressed by some delegations about the role of the IADB in the CDMA, others were of the view that the IADB had a clearly defined role, had earned a place within the CDMA, and was well-positioned to serve as the institutional memory of the CDMA. More specifically, many delegations were of the view that the IADB was best suited to providing support in information sharing between the CDMA and Specialized Conferences (CAA, CNI, and SICOFAA), as well as technical support to the host country of the CDMA.

The Draft Declaration was revised to reflect the recommendations of the Member States. The Republic of Nicaragua presented its perspective in a statement to the plenary session which included its reservation in relation to the Draft Declaration.

3.5 Consideration of the proposed list of Observers to the XII CDMA

The Pro Tempore Presidency presented a preliminary list of proposed Observers to the Meeting, and others were included arising from the discussions. The Meeting was informed that the Pro Tempore Secretariat was exploring avenues for extending invitations to other institutions and as a consequence, the final list would be posted to the delegates' web page. The deadline for the approval of the final list of Observers was June 30, 2016.



Given the financial constraints of the host country, the Pro Tempore Secretariat proposed and received the support of the meeting, for Observers wishing to attend the XII Conference, to cover the cost of their accommodation.

3.6 Nomination of Members of the Style Committee

Member States were to nominate representatives for the Style Committee. Accordingly, the following members were approved at the Meeting: Argentina, Brazil, Canada, Chile, Haiti, Paraguay, Peru, and Trinidad and Tobago.

3.7 Candidacies for Chairmanship of the XIII CDMA

Mexico and Panama had both offered to host the XIII CDMA in 2018. The Secretary General urged both countries to engage in dialogue to arrive at a resolution before the XII Conference in October, 2016. It was agreed that the deadline for resolution of the matter was June 30, 2016. Both countries agreed to this proposal and to resolve the matter before the proposed deadline. It was also noted that should the countries fail to arrive at consensus, the Pro Tempore Presidency would apply the guidelines in the Regulations to determine the host of the XIII CDMA.

3.8 Consideration of proposed amendments to the Regulations of the CDMA

The amendments proposed by the Pro Tempore Presidency and one Member State were presented to the Preparatory Meeting. Given the time constraints for full consideration, the Secretary General proposed, that pursuant to Article 75 of the Regulations, the inter-sessional period be used to consider the proposed amendments, as well as any additional proposals Member States might wish to submit. It was agreed that the proposals would be submitted to the plenary at the Conference in October, 2016.



3.9 Administrative Briefing

Administrative information for the XII CDMA was presented to the delegates in the plenary session. The date of the Conference and deadlines for notifying the Pro Tempore Secretariat of the composition of delegations were also agreed.

3.10 Minutes of the Preparatory Meeting

The full report of the Preparatory Meeting is included at **Appendix VI**.



4. PRE-CONFERENCE PERIOD - APRIL TO OCTOBER 2016

In the period between the Preparatory Meeting and the Conference, the following activities occurred:

- Development of Working Papers – The Pro Tempore Secretariat developed Working Papers, which built on the initial concept papers for each Thematic Axis, with a view to deepening analysis on the documents that would serve as a platform for the dialogue of the Working Committees at the XII CDMA. These Working Papers were transmitted to the members of the respective Working Committees for their comments and revision, which was received by the Pro Tempore Secretariat prior to the Conference.
- Receipt and incorporation of comments related to the Draft Declaration of Port of Spain.
- Liaison with Member States to determine the host country of the XIII CDMA. This was pursued in accordance with the guidelines outlined in the CDMA Regulations, taking into account the principle of equitable geographic distribution and alphabetical order.
- Liaising with Member States to obtain their nominees for the Working Committees of each Thematic Axis.
- The following were also prepared in this period for use in the Conference:
 - Methodological guides for the Preparatory Meeting and the XII CDMA Conference (attached as **Appendix VII**)
 - Working Committee Reference Document (attached as **Appendix VIII**)
 - A reference numbering system for official documentation of the XII CDMA (attached as **Appendix IX**)



4.1 Preparatory process for the Declaration of Port of Spain

Host country ideas, input from stakeholders and a review of former CDMA Declarations and other pertinent security Declarations informed the preparation of the first draft of the Declaration of Port of Spain which was circulated prior to the Preparatory Meeting and presented by the Pro Tempore Presidency during the meeting.

During the inter-sessional period, delegates were also invited to submit comments on the revised Draft which was circulated to Member States in June (Rev 1) and again in September (Rev 2) taking into account additional comments received. The Draft Declaration was circulated under cover of Circular Notes.



5. XII CONFERENCE OF DEFENSE MINISTERS OF THE AMERICAS

5.1 The Conference

The XII CDMA was held over the period October 10 to 12, 2016, in Port of Spain, Trinidad and Tobago. Thirty-one (31) Member States, three (3) Observer States and fifteen (15) Observer institutions, were in attendance. A list of these countries and institutions is attached at **Appendix X**.

The Conference activities, as outlined in the Work Programme (attached as **Appendix XI**), comprised Working Committee meetings, an Opening Ceremony, Plenary Sessions, a Signing Ceremony, an Official Dinner and a Cocktail Reception.

5.2 Work Programme

Monday October 10, 2016

All Day	Arrival of Delegates
08:00 – 17:00	Registration
07:30 -08:30	Meeting of Pro Tempore Secretariat with the Board of Directors of the Working Committees
09:00 – 12:30	Working Committee Meetings: <ul style="list-style-type: none"> • Thematic Axis I: Security and Defence of the Americas in a Changing International Environment: The Evolving Role of the Armed Forces • Thematic Axis II: Environmental Protection and Resilience • Thematic Axis III: Hemispheric Security and Defence Cooperation Policy: Beginning with Strengthened Emergency Assistance
12:30 – 13:45	Lunch



- 14:00 – 16:00 Working Committee Meetings (Continued)
- 17:30 – 19:00 Meeting of the Board of Directors and the Working Committee Boards
- Recap of Working Committee Outcomes

Tuesday October 11, 2016

- 08:00 – 17:00 Registration
- 09:00 – 09:30 Formal Opening Ceremony
- 09:30 – 09:45 Official Photos
- 09:45 – 10:00 Coffee Break
- 10:00 – 11:00 Opening Plenary Session
- Remarks by the President
 - Presentation of the Programme of Work and Introduction of the Board of Directors
 - Election of the Vice Chair
- 11:00 – 12:30 Plenary Session I
- Presentations and Interventions (Heads of Delegations in alphabetical order (max 5 mins. each))
- 12:30 – 13:45 Lunch
- 14:00 – 15:30 Plenary Session I (cont'd)
- Presentations and Interventions by Heads of Delegations
- 15:30 – 15:45 Coffee Break



- 15:45 – 18:00 Plenary Session II
- Conclusions and Recommendations of Working Committees on Thematic Axes I, II, and III
 - Ad-Hoc Working Group on the Draft Declaration of Port of Spain (concurrent meeting)
- 19:30 - 22:00 Dinner hosted by the Minister of National Security, President Pro Tempore of the XII CDMA

Wednesday October 12, 2016

- 09:00 – 10:30 Plenary Session III
- Consideration of Amendments to the CDMA Regulations
- 10:30 – 10:45 Coffee Break
- 10:45 – 12:30 Plenary Session IV
- Consideration of Amendments to the CDMA Regulations
- 12:30 – 13:45 Lunch
- 14:00 – 16:00 Plenary Session IV
- Consideration and Approval of the Draft Declaration of Port of Spain
- 16:00 – 16:15 Coffee Break
- 16:15 -17:30 Plenary Session V (Closing Session)
- Signing Ceremony
 - Closing Remarks by the President



17:45 – 18:15 Press Conference
19:00 - 21:00 Cocktail Reception

5.3 Meetings of the Working Committees

On Day 1 of the Conference, the President Pro Tempore convened a meeting with the Boards of Directors for the three working committees established for the Conference. Introductions were made of the Moderators, Rapporteurs and Co-Rapporteurs, as well as the Recording Secretaries and IADB counterparts, and the President provided them with general operational guidelines for the management of the Working Committees, and on the preparation of reports, of which a summary of conclusions and recommendations would be presented in the Plenary on Day 2.

Working Committee meetings were held in three parallel sessions over the course of the first day for each of the three thematic axes. Observers from amongst those approved at the Preparatory Meeting in April 2016, were invited to make interventions during the meetings of the Working Committees, and were selected based on their area of technical competence. Following the meetings of the Working Committees, the President, once more, convened a meeting of the Boards of Directors of the Working Committees and the Conference Board of Directors, where the Moderators previewed the conclusions and recommendations contained in respective Working Committee Reports that would be presented to the Plenary on the following day.

5.4 Opening Ceremony

The Conference officially commenced with an Opening Ceremony which featured a flag procession and musical renditions by a local performer and the Trinidad and Tobago Defense Force Marching Steel Orchestra. The Minister of National Security of Trinidad and Tobago delivered welcome remarks and the Prime Minister of Trinidad and Tobago delivered the feature address.



A special song on the CDMA was written and delivered by the Lord Relator, a practitioner of the calypso art form, the lyrics of which are attached as **Appendix XII**.

5.5 Election of the Host Country of the XIII CDMA

In accordance with the CDMA Regulations, the Conference confirmed Mexico as the host country of the XIII CDMA and the Secretary of National Defence of Mexico assumed his position as Vice-Chairman of the XII CDMA.

5.6 Interventions of Ministers of Defence and Observers

The Vice-Chairman was invited to deliver his intervention first and subsequently, in alphabetical order by country, Ministers and Heads of Delegation delivered their respective interventions. It was agreed that if a country was unable to speak in the designated slot, the intervention would be made at the end.

Interventions were also made by the Minister of Defence of one Observer country (Portugal) and two Observer institutions (the Organisation of American States and the Inter-American Naval Conference).

5.7 Reports of Working Committees

The Moderators of the Working Committees presented reports of the work of their respective Committees, with particular emphasis on the conclusions and recommendations. The Conference accepted the recommendations for inclusion in the Draft Declaration. The Reports of the respective Working Committees are attached as **Appendix XIII**.



5.8 CDMA Regulations

The Conference considered proposed amendments to the CDMA Regulations which had been presented by the Pro Tempore Presidency at the Preparatory Meeting and subsequently commented on by other Member States in the inter-sessional period. A copy of the CDMA Regulations, as amended by the XII CDMA, Port of Spain, 2016, is attached at **Appendix XIV**.

5.9 Declaration of Port of Spain

On the afternoon of October 11, 2016, conscious of the limited time available for the completion of the programme of activities, the Chair of the Conference proposed to the Plenary, that a Working Group on the Declaration of Port of Spain, comprising representatives of all Member States, be established. It was proposed that the Working Group meet in parallel session to consider the outstanding issues on the Draft Declaration of Port of Spain (Rev 2) with a view to presenting a revised version of the text to the Plenary to expedite its consideration of same.

The proposal was accepted and a Working Group on the Declaration of Port of Spain was established under the chairmanship of Trinidad and Tobago, in its capacity as the Pro Tempore Presidency. Two extended Working Group sessions were held which allowed for consensus positions on most of the outstanding areas. This approach contributed in large part to timely finalization of the Declaration for signature.

The Declaration of Port of Spain is attached as **Appendix XV**.

5.10 Signing Ceremony

Ministers of Defense and Heads of Delegation signed the Declaration (in the four languages of the CDMA), following its adoption.



5.11 Style Committee

The Style Committee was convened by Trinidad and Tobago on October 10, 2016, in its capacity as host country. The first meeting was held and the meeting agreed that Trinidad and Tobago should chair the Committee. Notwithstanding the short timeframe for its work, the Committee reviewed the Declaration of Port of Spain in the four languages.

5.12 Other Conference Activities

On the request of the two parties, the Caribbean Community Implementation Agency for Crime and Security (CARICOM IMPACS) and the National Security Council, National Migration Service of the Republic of Panama were afforded an opportunity prior to the resumption of Plenary Session IV to sign a Memorandum of Understanding (MOU) for Information and Intelligence Sharing and to make brief remarks. The Pro Tempore Secretariat was of the view that the intent of the MOU was consistent with the cooperation and collaboration being promoted by the XII CDMA and sent a positive signal to member states.

5.13 Summary of Achievements and Outcomes of the XII CDMA

Specific issues to be noted in respect of achievements and outcomes are indicated below:

- The XIII CDMA facilitated expansion of the defence and security discourse in the hemisphere to include more centrally the special security concerns of small island developing states and other developing states in the hemisphere.
- Commitment to enhanced cooperation between the armed forces and civilian entities in recognition of the evolving role of the military in securing and defending states was expressed.



- There was robust dialogue and suggestions on avenues for strengthened collaboration with hemispheric partners to address new and emerging transnational threats.
- Commencement of dialogue towards the development of a ‘Hemispheric Security and Defence Cooperation Policy’ with an initial focus on *Humanitarian Emergency Assistance*.
- The CDMA Regulations were amended to make them more harmonised, free of ambiguity and to facilitate ease of implementation.
- There was commitment to exploring avenues for utilising the armed forces in support of civil authorities in an effort to counter the growing incidents of transnational organised crime, including the illicit trade in small arms, drugs, humans and all other forms of trafficking.
- There was a commitment to the utilisation of the armed forces of the Member States to assist in man-made and natural disasters, border control, cyber security and cyber defence, major event security, critical infrastructure protection, environmental protection and resilience and climate change adaptation.
- The importance of cooperation and collaboration among Member States and health research institutions in order to mitigate any impacts of insect vector borne diseases on defence and security personnel; as well as training programmes for the armed forces to mitigate the overall impact of the environment on force capability and health was underscored.
- The requirement that the Pro Tempore Secretariat of the CDMA should meet with representatives from each Specialized Conference (CAA, CNI, and SICOFAA/CONJEFARMER), to receive input on the development of the thematic agenda of the CDMA.
- The Pro Tempore Presidency of each Specialized Conference should be invited to deliver a report on the outcome of the Conference proceedings to the CDMA and provide insight on future work programmes.



- The Pro Tempore Presidency of each Specialized Conference should be invited to take into account the outcome documents of the CDMA and that representatives of the Pro Tempore Presidency of the CDMA and of each Specialized Conference should be invited to attend the meetings of each Conference.
- The Specialized Conferences should nominate points of contact with the Pro Tempore Secretariat with the aim of enhancing the coordination between the Specialized Conferences and the CDMA and provide the necessary reports.
- The IADB will have the responsibility to host the institutional memory of the CDMA.
- The IADB could also be requested to provide technical support to the Pro Tempore Secretariat of the CDMA in order to facilitate coordination, cooperation and collaboration between the Specialized Conferences and the CDMA.
- Strengthening of bilateral relationships in the hemisphere through many bilateral meetings held in the margins of the Conference.
- Agreement to the establishment of a Troika of countries comprising the most recent, current and future host countries to assist the Pro Tempore Secretariat with arrangements for the Conference.
- Recognition and Recommending for ratification by CDMA Member States that are yet to do so, all necessary existing international agreements that permit strengthening of the levels of co-operation on search and rescue (SAR), and which facilitate capacity building and the establishment of centres and activation systems dedicated to SAR cooperation.
- Agreement to promote the completion of Regional/Sub-Regional SAR capability evaluations, utilising appropriate technical and military support, including the work of the Specialized Conference already undertaken on the issue of SAR.



- Agreement to request the assistance of relevant hemispheric institutions to conduct the evaluation of SAR capabilities/resources (i.e. information sharing, communication and coordination centres and existing bilateral agreements).
- Agreement that Mexico will be the host country of the XIII CDMA. Recognition of the offer by Guatemala to host the XIV CDMA.

The Minutes of the Meeting are attached at **Appendix XVI**.



6. LOGISTICS AND OTHER ARRANGEMENTS FOR THE XII CDMA

6.1 Organisation

The success of both hosting and chairing the Conference is dependent on comprehensive planning and coordination at all levels and must be driven by effective and efficient communication. In the final execution phase, the organisational structure of the Pro Tempore Secretariat was expanded both horizontally and vertically. It is to be noted that the staff was composed of civilian, public security and defence force personnel. A fixed schedule was established for internal planning meetings, which were supplemented by co-ordination meetings, as required. Consultations with stakeholders and service-providers were sustained throughout the period of Chairmanship.

6.2 Bilateral Meeting Rooms

Over the three-day period Monday, October 10 to Wednesday, October 12, 2016, fifty-seven (57) bilateral meetings were held in the rooms designated for this purpose. Meetings were held from 08:00 18:15 hours each day. Interpreters were provided where requested.

Member States were provided with a form to request use of a Bilateral Meeting Room, a copy of which is attached at **Appendix XVII**. Delegations were asked to arrange and confirm meetings with their counterparts prior to placing meeting requests with the Pro Tempore Secretariat. Subsequently a schedule was prepared and disseminated to the requesting countries/organisations prior to their arrival in Port of Spain. Several delegations, however, arrived with the expectation that once a request for a meeting had been made, the Secretariat would facilitate that meeting by extending an invitation to the counterpart (participating) country and confirm the meeting. Consequently, the majority of bookings received by the Secretariat had not been confirmed with the counterpart countries/organisations. This resulted in double bookings, postponements and cancellations of meetings. It is recommended that Member States be reminded to confirm meetings prior to arrival for the Conference.



6.3 Social Programme

6.3.1 Dinner

A Formal Dinner, hosted by the President of the XII CDMA, was held at the Conference venue. The event was sponsored by a corporate stakeholder and featured live cultural entertainment and local cuisine.

6.3.2 Cocktail reception

Upon the conclusion of the Conference, a Cocktail Reception was jointly hosted by the Mayor of Port of Spain and the Governor of the Central Bank of Trinidad and Tobago. All delegates were invited and were treated to the culture and cuisine of Trinidad and Tobago.

6.4 Ancillary Programme

A programme was developed to expose participants to one of the nature reserves of Trinidad and Tobago on the southern part of the island (Trinidad). The journey also afforded an opportunity to pay a brief visit to the largest industrial estate of Trinidad and Tobago.

6.5 Security

The Ministry of National Security of Trinidad and Tobago was responsible for coordination, command and strategic control of all agencies within its remit to provide a safe and secure environment for the XII CDMA. The Trinidad and Tobago Police Service (TTPS) was the lead agency for all operational security aspects for XII CDMA. All other agencies acted in support of the TTPS. This effort was mainly supported by the Trinidad and Tobago Defence Force, which comprises the Regiment, Coast Guard, Air Guard and Reserves.

The planning phase was coordinated at the XII CDMA Secretariat led by a Gold Commander who was responsible for developing a robust joint interagency plan. This



plan involved a review of the strategic direction for the event, preparatory activities necessary for security operations inclusive of information handling of all delegations, and training and rehearsals for all security personnel. During this time, contingency plans for perceived and identified threats were developed.

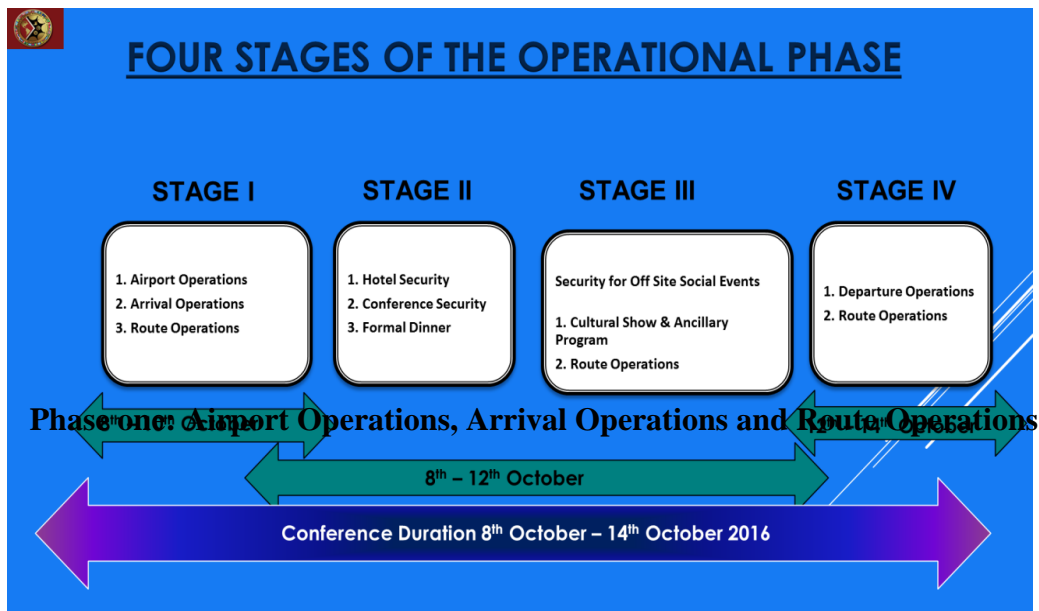
Once all operational activities were defined, work plans were developed and stakeholder agencies were assigned responsibilities in order to create the conditions for a favourable security environment. In order to maintain coordination, command and control, a Main Centre and two sub Venue Operation Centres (VOC) were set up for the duration of the entire conference.

Other security measures taken were:

- Preliminary assessment of Strategic Intelligence (Threat and risk assessments)
- Preparation of daily Intelligence Report
- Preparation of the Operations Order for the Security of the Conference
- Inspections of Electronic Counter Measures at various hotels and other offsite events
- Control and management of accreditation for staff with access to different activities (security, secretariat, hotel service staff, catering, etc.)
- Convening of coordination meetings with the managers of the various hotels and other off site venues
- Formulation of evacuation plans for natural disasters and terrorism attacks were formulated
- Identification of landing zones for casualty evacuation and rally points along the routes

The execution of the security plan was broken down into four stages, which were separated by dates, times and movements by various units/agencies and tasking for XII CDMA. (See Figure 1).

Figure: 1



Arrival operations were conducted both at the North and South terminals of the Piarco International Airport, Trinidad. This operation provided for the arrival of nine (9) private/military flights and routine commercial flights carrying delegates to the Conference. The under mentioned agencies/stakeholders assisted in execution of these operations:

- Ministry of Foreign and CARICOM Affairs
- Trinidad and Tobago Defence Force
- Trinidad and Tobago Police Service
- Trinidad and Tobago Fire Service
- Airport Authority of Trinidad and Tobago
- Civil Aviation Authority of Trinidad and Tobago
- Immigration Division, Ministry of National Security
- Customs & Excise Division, Ministry of Finance



- Port Health of the Ministry of Health

All delegations were greeted by senior military officials, with all protocols being observed; and escorted to their various hotels by police and military escorts.

Stage two: Hotel Security, Conference Security and Official Dinner

The main venue was secured before, during and after the Conference. Daily security sweeps were conducted in all rooms before handing over to the authorities and scanners were installed at strategic locations within hotel and other external event areas, to detect weapons. Intelligence agencies along with TTPS and TTDF provided hotel security (inner and outer perimeter) for the days of the actual Conference and for the Official Dinner.

All persons attending the Conference, or in the vicinity of the event were required to be accredited. Once accredited, identification badges were issued and worn throughout the event. The badges impeded forgery and misuse by utilising Radio Frequency Identification Detection (RFID) technology.

Stage three: Ancillary Program, Cultural Reception and Route Operations

This phase focused on activities external to the main venue which involved delegations. Robust security was also applied during this phase.

Stage four: Departure and Route Operations

This phase was the reverse of the arrival operations and was conducted in similar manner.



The overall operation was commanded by the Gold Commander assisted by a Silver Commander, with all operations being strategically monitored from a main VOC. This VOC had the responsibility for all operational coordination, command, control and communication assets. This platform ensured the event was secured by land, sea and air.

6.6 Protocol

As with every conference of this nature, the prevailing protocol of the State was utilised. The placement of flags in the meeting rooms and in various external areas of the meeting venue was done using the English alphabet; so too was the speaking order for Ministers in the Plenary. All seating plans for other events were in keeping with the Trinidad and Tobago List of Precedence.

6.7 Liaison Officers

The Liaison Officers for both the XII CDMA Preparatory Meeting (April 2016) and the XII CDMA (October 2016) comprised Officers from the various arms of the Trinidad and Tobago Defence Force. One Liaison Officer was assigned to each Delegation, except in the case of larger contingents, to which two Officers were assigned. While Liaison Officers were not assigned to Observer delegations, they received the same courtesies extended to Delegates on arrival and departure and, as far as possible, during the Conference.

6.8 Other Logistics

- Medical care was on standby throughout the event.
- Adequate transportation arrangements were made— coach buses and cars.
- Rooms were allocated at the hotel for: Plenary Sessions; Working Committee meetings; Registration and Accreditation; Document Reproduction; Secretariat; Bilateral meetings; Style Committee; Translators and Interpreters for four languages; Liaison Officers; Drivers;



Media. Details of the Conference Room requirements are attached at **Appendix XVIII**.

- Computer and Audio Systems: technical staff were located in each room.
- Promotional material on Trinidad and Tobago was distributed to all delegates.
- A Delegates' Handbook which provided information on Trinidad and Tobago was also distributed to delegates.



7. ACTIVITIES TO BE PURSUED POST XII CDMA

The following activities are to be pursued in accordance with the agreements contained in the Declaration of Port of Spain and the Amended CDMA Regulations:

PARAGRAPH	ACTIVITY	TIMEFRAME	PURPOSE	PARTICIPANTS
DECLARATION OF PORT OF SPAIN				
8.	Establish an Ad Hoc Working Group on Search and Rescue	2016-2018	To develop cooperation and coordination mechanisms in the field of search and rescue.	Not specified
13	Establish an Ad Hoc Working Group on the Evolving Role of the Armed Forces in Defence and Security	First half of 2017	To examine and exchange experiences on the evolving role of the Armed Forces in defence and security, the result of which will be reported to the XIII CDMA in 2018.	To be constituted by the host country of the current Conference and the host country of the XIII CDMA and any other interested Member States.
16	Establish an Ad Hoc Working Group to consider a Hemispheric Defence and Security Cooperation Policy	The first meeting will be held during the first half of 2017, and will report to the XIII CDMA to be held in 2018.	To facilitate dialogue on the development of a framework for a Hemispheric Defence and Security Cooperation Policy, commencing with Humanitarian Emergency Assistance focused on Integrated Risk Management and Prevention. This Group will analyse: the proposals put forward by Chile in respect of the possible establishment of an Inter-American System of Military Cooperation in matters of Defence for Disasters and Catastrophes; the proposal of the United Mexican States to offer training in the area of Civilian Protection; the action	This working group would be led by the host country of the XIII CDMA, with participation of other voluntary members and competent institutions.



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			protocols and lessons learnt during recent Humanitarian Assistance operations carried out in the Hemisphere; activities and existing agreements on the subject in various fora of the OAS; and, other existing mechanisms in the Hemisphere.	
25	Establish an Ad Hoc Working Group on the role of the defence and security forces with regard to environmental protection and climate resilience	By the second half of 2017	To share the best practices to reduce defence and security forces' impact on climate and the environment, and to reduce the impact of climate change on the defence and security forces.	To be constituted by the host country of the current Conference and the host country of the XIII CDMA and any other interested Member States.
27	Establish an Ad Hoc Working Group to consider the integration of gender issues in defence and security policies	By the second half of 2017	To consider how to promote integrating gender issues in the development of defence and security policy in CDMA Member States.	To be constituted by the host country of the current Conference and the host country of the XIII CDMA and any other interested Member States.
CDMA REGULATIONS (AS AMENDED IN THE XII CDMA, PORT OF SPAIN, 2016)				
Art.28	Establishment of the XIII CDMA Troika	To be determined by Chair of the XIII CDMA	To assist the Pro Tempore Secretariat with arrangements for the Conference.	Senior level officials of the countries comprising the most recent, current and future host countries.



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