STATUTES

LAST AMENDMENT 15 OF OCTOBER OF 2010

THE LATIN AMERICAN AND CARIBBEAN COUNCIL OF CIVIL REGISTRIES,
IDENTIFICATION, AND VITAL STATISTICS

C L A R C I E V

The representatives of the organisms and governmental institutions of the States identified at
the end of the present document, assembled in the city of Santo Domingo, Dominican
Republic, nine days into the month of February of the ear two thousand and six:

TAKING INTO CONSIDERATION:

That in the "First Meeting of Directors of Civil Registra tion, identity and Vital Statistics", held in
Santiago Chile on October 20 and 21 of 2005, with the participation of representatives of Bolívia, Chile, Ecuador, Panama, Peru, Dominican Republic and Uruguay, it was agreed to
establish the Latin American Council of Civil Registry, identity and vital statistics (CLARCEV),
with the objective of coordinating the related agencies that comprise it, to generate cooperation and establish communication systems and contribute to the establishment of
registries essential to the people, reliable and secured, thus facilitating the identification and
displacement of every citizen both within and outside their respective countries.

That in the "Declaration of Santiago", which endorsed the agreements of the first meeting of
Directors of Civil Registry, Identity and Vital Statistics, it was specifically noted the need for
modernization of the services through the incorporation of information technologies whose
compatibility enables collaboration, cooperation and support between the institutions;
exchange of positive experiences and good practices to enhance the functions and
performance of each of the institutions, strengthening the ties, concluding on the need for the
creation of the Civil Registry, Identity and Vital Statistics, for which an Executive Committee
was created with the purpose of proposing the CLARCEV statutes.

That the directors of the countries that were unable to attend the first meeting of Directors of
Civil Registry, Identity and Vital Statistics and sent their apologies, Argentina, Colombia, Costa
Rica, El Salvador, Guatemala and Mexico, expressed their commitment to the creation of the
Latin American Council. They agree to sign the following document by which the statutes of the
Latin American Council of Civil Registry, Identity and Vital Statistics are approved.

That the representatives of organisms and Government institutions of Latin America and the
Caribbean member meeting on August 3, 2007 in the city of Acapulco, Guerrero, of the
Mexican United States, approved the following amendments to the statutes of the Latin
American Council of Civil Registry, identity and vital statistics (CLARCEV) adopted in the city of
Santo Domingo, Dominican Republic, 2 of February of 2006.
That in the General Assembly date November 6, 2009, held in the city of Bogotá, Colombia, amendments to the statutes were adopted.

That CLARIEV members, gathered in the General Assembly October 15, 2010 in the city of Cancún, Quintana Roo, the Mexican United States, agree to amend the statutes of Latin American Council and the Caribbean of Civil Registry, Identity and Vital Statistics (CLARIEV) in the following terms:

**STATUTES**

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<th>MISSION</th>
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<td><strong>ARTICLE 1</strong>- The Latin American and Caribbean Council is created of Registry office, Identity and Vital Statistics (Statisticians), from now on, in the present articles, “the CLARIEV”, as an interinstitutional organization that links the organizations of each of the countries, which aims to impel and facilitate, the coordination, support and cooperation of the organizations and governmental institutions of the Member states, the modernization, incorporation of technologies which compatibility allows the interoperability capacity between the institutions and the countries for the purpose of granting reliable, secure, believable services and of public faith, in full collaboration with other organisms public and private of our countries, supporting the democratic system, the security of the public and the struggle against the organized crime, offenses and drug trafficking, of conformity with the current legislation in every country.</td>
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<th>OBJECTIVES</th>
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<td><strong>ARTICLE 2</strong>- The CLARIEV will have the following objectives:</td>
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<td>Promote mechanisms for bilateral, multilateral and sub-regional cooperation between the organizations and institutions of the countries, aimed at registration, registry and full identification of all its inhabitants.</td>
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<td>Promote and sponsor support of international organizations for projects between two or more countries or sub-regions of Latin America, whose objective is the full recognition of the identity and Rights of persons.</td>
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<td>Promote the exchange of human resources, information, technological, statistical, documentary and bibliographic on civil registration, identity and population, respecting the laws and regulations of each country and institution.</td>
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<td>To encourage support and cooperation among its members for the development and modernization of systems of identification and registration.</td>
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<td>Promote harmonization in the use of technologies in identity records and travel security documents.</td>
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<td>Boost collaboration with relevant organisms such as the United Nations (UN); the Organization of American States (OAS), the Inter-American Bank of Development (IDB), the World Bank</td>
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(WB) and the organisms of the European Union, and any other body of international cooperation and those related to the protection of personal data.

Promote the permanent exchange of information and experiences of each country on the modernization of its structures, legal norms and administrative organization as a way to promote the mutual enrichment.

Promote the realization of meetings, seminars and conferences at the highest level of the bodies and institutions to allow the permanent exchange of experiences, knowledge of best practices in public management, incorporation of new technologies, results of projects implemented with the support of international agencies that allow to the highest authorities of the institutions and ministries to have the most updated and current information ensuring the best use of available resources.

Promote within the governments national policies to facilitate all residents access to essential vital records and identity documents and the corresponding investment that allows greater certainty in people's identity and security in the handling of such information by the bodies set up by the State, in such a way that it contributes to national economic, political and social development strategies.

Structure work teams and functional mechanisms of documentary exchange, information and statistics between the institutions, on the basis of bilateral or multilateral agreements that enable integration between countries and ensure its citizens safe displacement.

Generate criteria, common mechanisms and practical measures to prevent and ensure the acquisition of technologies and selection of suppliers whose ethics, certainty of compliance, quality and efficiency of products and technologies, enable the best use of the resources invested.

Promote the creation of a Centre for training of staff specializing in records, identity and use of exclusive technologies for the development of the agenda and institutions, ensuring training at the highest level and specialization in technological developments of last generation, seeking the support and participation of the multinational agencies.

The organisms and institutions referred to in the subgraphs of this article relate to countries whose organization can be unitary or federal, recognizing the ownautonomies that each of them has.

**LANGUAGES**

**ARTICLE 3°.-** Los idiomas oficiales del Consejo son el Español, el inglés, el Francés y el Portugués
MEMBERS

ARTICLE 4°.- The CLARIEV members will be the organisms and institutions of the countries of Latin America and the Caribbean who have the responsibility of civil registries and identification. Joining is at their request or with attendance to the events of the Council.

ORGANS

ARTICLE 5.- CLARIEV's organs are:
The General Assembly
The President, four Vice-Presidents and an Executive Secretary;
The Executive Committee
Working Commissions
Directive Advisors

GENERAL ASSEMBLY

ARTICLE 6.- The General Assembly is the supreme authority of CLARIEV and is composed by its members. The delegations of CLARIEV's member states before the General Assembly are integrated by a maximum of three delegates by institution or organizations, but only one of them has the right to vote per country.

ARTICLE 7.- The General Assembly has the following powers:
Elect the President and the Vice-Presidents
Accept the resolutions and recommendations and to know about their compliance;
Approve the strategic plan, the Annual Management Plan;
Approve and amend the “Latin American letter of Civil Registries, Identity and Vital Statistics”;
Approve the Functional Rules;
Appoint delegates for other international organizations

ORDINARY AND EXTRAORDINARY ASSEMBLY

ARTICLE 8.- The Assembly meets in ordinary session once every year in the place and date determined by Assembly.
Extraordinary meetings may be convened by Agreement of the Executive Committee or at the request of the majority of its members.
The ordinary and extraordinary meetings quorum will be by simple majority of CLARIEV's member states.
PRESIDENT, VICE-PRESIDENTS AND EXECUTIVE SECRETARY

ARTICLE 9°.- CLARIEV’s President and VICE-PRESIDENTS will be elected by the General Assembly. The election will be based on higher authorities of the organizations and government institutions that each State proposes for these commitments, considering one vote per country.

The positions of CLARIEV’s President and Vice-President can be carried out by a higher authority of the same government organism only once consecutive time.

The Vice-Presidents are in charge, among other assignments, of all matters related to institutional management (legislation, policies, organization, etc.), all related to technologic and information development.

A Rule book approved by the Assembly will establish which countries compose different regions, as well as the rest of the President and Vice-President's functions.

For CLARIEV's President and Vice-President's election, the vote of two-thirds of the present countries in the General Assembly will be required.

ARTICLE 10°.- The duration of the terms of the President and Vice-Presidents shall be two years, renewable only once for an identical period and shall be initiated at the Ordinary General Assembly in which they were elected. The position of CLARIEV's President and Vice-President are inherent to the position of the head of organization or civil registry or population government institution, as it may apply to the country in charge, and may also be lost due to voluntary resignation of the country concerned.

In case the person leaves his/her position in their country, CLARIEV’s President or numerary Vice-President will be held by the person who legally substitutes their position.

In case the registry and identification functions are carried out by different institutions in a country, then each country will determine internally who of all will exercise the right to vote in CLARIEV.

ARTÍCULO 11°.- The Executive Secretary will be appointed by the CLARIEV’s President and who is of exclusive confidence of the President and will perform the following functions:

Support the Presidency to hold the Assembly meetings;

To take custody of CLARIEV’s documentation;

Maintain executive contact and communication with the government organizations of the member states and other similar organizations;

To lead the secretariat of the assembly meetings and CLARIEV’s executive committee, write and distribute the corresponding Minutes;

Coordinate and support the labor of the working commissions;

Gather and distribute relevant documentation or information;

To give an annual report to the General Assembly of his management;
Perform actions required for CLARCIEV’s functioning; and
Any other specifically requested by the Assembly or the President.

EXECUTIVE COMMITTEE

ARTÍCULO 12°.- CLARCIEV’s Executive Committee is composed by the President and Vice-Presidents. The Executive Secretary will join with the right to speak.
The Executive Committee functions are:
Develop and propose a two year period Strategic Plan and a Year Management Plan to the Assembly
Program the Assembly’s agreements and resolution’s compliance
Define the calling of the ordinary and extraordinary assemblies.

WORKING COMMISSIONS

ARTICLE 13°.- CLARCIEV will have permanent and temporary Commissions. Two Permanent Commissions: one Institutional Management and one for Technologic and Information Development
Temporary Commissions will be created by the Executive Committee. The function and programs of the working commissions will be approved by the Executive Committee.

FUNDING

ARTICLE 14°.- CLARCIEV’s funding shall be constructed by: donations made by individuals and legal persons, may be public or private. Any other income formed by donations, subventions, assistance or any other way that may be produced by international organizations.

ARTICLE 15°.- Communications may be addressed to the person in charge of the Presidency of CLARCIEV, except for accessions, ratifications, complaints and reservations or interpretative declarations that should be addressed to the Passport General Direction that operates under the Foreign Affairs Ministry of Dominican Republic.

STATUTES AMENDMENTS

ARTICLE 16°.- The present statutes may be modified by the General Assembly by a two-thirds majority of the members.
VALIDITY OF THE STATUTES

**ARTICLE 17**°.- Statutes will enter into force 30 days after the three state members’ institutions or organizations ratified or acceded by express communication to the Passport General Direction of Dominican Republic and to CLARCI EV’s Presidency and to the Supreme Organization of their country.

CLARCI EV’s statutes will be submitted at the Passport General Direction operating under the Foreign Affairs Ministry of Dominican Republic.

The Passport General Direction operating under the Foreign Affairs Ministry of Dominican Republic, will notify the state members about the creation of the Latin American Council of Civil Registration, Identification and Vital Statistics, their subscription, signatures, ratifications, accessions, as well as the date of the date of entry into force of the Statutes.

RESIGNATION TO CLARCI EV

**ARTICLE 18**°.- Any State member can withdraw CLARCI EV after a year notification in writing to CLARCI EV’s President, to the Passport General Direction that operates under the Foreign Affairs Ministry from Dominican Republic.

**ARTICLE 19**°.- Any Organization or Latin American and Caribbean Government Institution can sign, access and ratify CLARCI EV’s statutes and related amendments, which will enter in force for each of them thirty days after the deposit of the corresponding instrument to the Passport General Direction that operates under the Foreign Affairs Ministry of Dominic Rep ulic.

Santo Domingo, February 10th. 2006