

CONSIDERING

The General Assembly of the Inter-American Conference on Social Security (hereinafter CISS) elects every three years the President, the three Vice-Presidents, the Secretary General, the Office of the Comptroller, and the Director of the Inter-American Center for Social Security Studies (hereinafter CIESS), in accordance with Article 12, paragraph e), of the Statute of the Conference.

That, every three years, the agenda of the General Assembly shall include the election of the elected positions referred to in Article 12, paragraph e) of the CISS Statute.

On September 9, 2022, the XXX Ordinary General Assembly was held in Mexico City, during which the persons holding the positions referred to in Article 12, paragraph e) of the CISS Statutes were elected.

That, during the XXX Ordinary General Assembly the corresponding authorities of the various American Social Security Commissions and Subregions of the CISS were also elected, in accordance with the applicable provisions of the Statutes and Rules of Procedure of the CISS.

On December 16, 2024, the Extraordinary Meeting of the Standing Committee of the CISS was held in Mexico City, on the occasion of the appointment of Maestro José Pedro Kumamoto Aguilar as Acting Secretary General of the CISS.

The Secretary General of the Inter-American Conference on Social Security, in accordance with the provisions of Article 22, paragraph o), of the Statute of the Inter-American Conference on Social Security and Articles 1 and 2 of the Regulations for the Election of Officers of the CISS, and in view of the holding of the XXX Ordinary General Assembly of the Inter-American Conference on Social Security, declares the following

CALL

TERMS

FIRST. The purpose of the election of officers shall be to elect the holders of the following offices for the period 2025-2027:

1. President of the Inter-American Conference on Social Security.
2. Three Vice-Presidents of the Inter-American Conference on Social Security.
3. One coordinator of the Executive Councils for each of the five subregions of the Inter-American Conference on Social Security.
4. One representative from each of the five Subregions of the Inter-American Conference on Social Security to the Board of Directors of the Inter-American Center for Social Security Studies (CIESS).
5. Members of the Boards of Directors of the American Social Security Commissions of the Inter-American Conference on Social Security.
6. Representative of the ASSOCIATE member institutions to the Standing Committee of the Conference.
7. Representative of the Adherent institutions to the Standing Committee of the Conference.
8. Representative of the ASSOCIATE member institutions to the CIESS Board of Directors.
9. Representative of member institutions to the CIESS Board of Directors.
10. Secretary General of the Inter-American Conference on Social Security.
11. Director of the CIESS.
12. Comptroller of the Inter-American Conference on Social Security. The appointment to the Office of the Comptroller shall be made by a single person.

SECOND. FULL member institutions may nominate candidates for all offices except those specified in paragraphs 6, 7, 8 and 9 of the **FIRST** term.

THIRD. ASSOCIATE member institutions may nominate candidates for the positions specified in paragraphs 5, 6, 7, 8, and 9 of **FIRST** term.

FOURTH. In accordance with Article 5 of the Regulations for the Election of Officers of the CISS, Adherent Member Institutions may nominate candidates for the representative

positions referred to in **FIRST** terms only if they have reached the required twelve accredited Member Institutions prior to the Conference.

FIFTH. Institutions whose rights are suspended, in accordance with Articles 17 and 18 of the Financial Regulations of the Conference, shall not be entitled to make nominations and their votes shall not be counted.

SIXTH. The holders of the offices referred to in paragraph 2 of the **FIRST** term shall belong to different subregions of the Conference.

SEVENTH. In accordance with Article 10 of the Rules of Procedure of the CISS Subregions, the person elected to the position referred to in paragraph 3 of the **FIRST** paragraph shall, in turn, serve as the representative of the Subregion to the Standing Committee of the Conference.

EIGHTH: In accordance with Article 19 (e) of the Statute and Article 6 of the Rules for the Election of Officers of the CISS, the President of the Conference shall propose to the General Assembly a candidate for the position of the Secretary General of the CISS.

NINTH: In the case of the nominations for the position found in paragraph 11 of the **FIRST** term, the Secretary General will proceed in accordance with Article 31, paragraph f) of the Statute of the Conference, so that the nominations for the position of Director of the CISS will have to be forwarded to the Board of Directors of the CISS, so that this authority will report to the Assembly on the nominations for the position of Director of the CISS.

TENTH: The election of the Comptroller shall be at-large and shall be elected in accordance with the provisions of this call. The term of office shall be 3 years and shall be in accordance with Title IX of the CISS Statutes.

ELEVENTH: In accordance with the provisions of Article 37 of the Statute of the Conference, the positions referred to in paragraph 5 of the **FIRST** paragraph are as follows:

1. The President
2. Four Vice-Presidents
3. Technical Secretariat

In the composition of the Boards of Directors of the Commissions, care shall be made to ensure that the five Subregions of the Conference are represented.

TWELFTH: In accordance with the provisions of Articles 1 and 2 of the Rules of Procedure for the Election of Officers of the CISS, the period for the receipt of nominations for the positions referred to in the **FIRST** term shall be from **00:00** (UTC-5) on **April 14**, 2025 to **23:59** (UTC-5) on **July 14**, 2025.

Notwithstanding the provisions of the **THIRTEENTH** term, no nominations will be accepted outside the time period specified in that term.

The digital means required to submit nominations will be found in the "My Membership" section of the <https://CISS-bienestar.org/> website as of April 14, 2025 and will be submitted online through the platform provided on the same CISS website and through the mobile applications provided by CISS for the CISS leadership election process.

THIRTEENTH: In accordance with the provisions of Article 2 of the Regulations for the Election of Officers of the CISS, the Secretary General may, once the period found in the TWELFTH term, extend the deadline for the receipt of nominations for those positions for which no nominations have been received. Once the deadline specified in the **TWELFTH** term has expired. The extension of the deadline shall not exceed 10 calendar days and shall be announced by the same means by which this call is disseminated.

FOURTEENTH. Nominations made by member institutions of the Conference shall be accompanied by the following documents:

1. Letter of nomination of the candidate, highlighting his/her qualities in accordance with the position for which he/she is proposed, in PDF format, signed by an official authorized to represent the nominating member institution.
2. *Curriculum vitae* of the candidate, in WORD format. Simple copies of the documents accrediting the academic degrees and diplomas mentioned in the *curriculum vitae* must be attached.
3. A sworn statement, stating that the candidate has held various high-level decision-making positions, that he/she does not have any employment relationship that could prevent the performance of the duties of the position in question or that could imply a conflict in the performance of the same; that he/she does not hold any elected office, and that he/she accepts the transparency and accountability policies of the CISS.

In addition, based on Article 4 of the Regulations for the Election of the Authorities of the CISS, in the case of nominations for the CISS Director, it must be verified that the nominee also fulfills the following requirements:

- a) Submit a document containing a draft work program.

- b) Hold at least a Master's degree.
- c) Have held positions that demonstrate their experience in the field of social security, as well as their managerial and administrative capacity.
- d) Have directed an academic institution or taught in educational programs.
- e) Language proficiency.
- f) At least ten years of professional experience.

In the case of applications for the positions of Secretary General, Director of CISS and Comptroller, evidence shall also be provided that the candidate's place of residence and nationality are the same as those of the nominating member institution.

Applications which do not comply with the requirements set forth herein shall be rejected and the applicant institution shall be notified so that, if necessary, the non-compliance may be remedied and the application resubmitted within the time limit set forth in the **TWELFTH** term.

FIFTEENTH. With the exception of the candidacies for the positions of Secretary General, CISS Director and Comptroller, the member institutions must nominate persons who are their active collaborators and must provide proof of this character.

SIXTEENTH: In accordance with articles 4 and 13 of the Regulations for the Election of Authorities, an Electoral Commission will be formed during the month of April to verify compliance with the requirements of the nominees and to evaluate the profile prior to the submission of the report on the nominations referred to in **TWENTY-FIFTH** term of this Call for Nominations.

For its composition, the integration of the representatives of each one of the CISS Subregions and a representative of the Presidency will be sought, acting under the coordination of the Standing Committee.

SEVENTEENTH. The election of the positions referred to in numbers 1, 2, 10, 11 and 12 of the **FIRST** term will take place during the XXXI Ordinary General Assembly to be held at a later date, provided that the quorum formalities established in article 54 of the Statutes are complied with.

EIGHTEENTH. The election of the positions referred to in paragraphs 6, 7, 8 and 9 of the **FIRST** term shall take place at the meeting of the ASSOCIATED member institutions organized for this purpose at the XXXI Annual General Meeting.

NINETEENTH. The election of the positions referred to in paragraphs 3 and 4 of the **FIRST** term shall be held at the meetings organized for this purpose within the framework of the XXXI Annual General Meeting.

TWENTIETH. The election of the positions referred to in paragraph 5 of **FIRST** term shall take place at the meeting of the American Social Security Commissions organized for this purpose, within the framework of the XXXI Ordinary General Assembly.

TWENTY-FIRST. In order to participate in the voting to be held during the XXXI Ordinary General Assembly, the member institutions must submit to the Secretary General a written accreditation, signed by an authorized representative, of the person who will represent them, electronically or in person, at the respective meetings, indicating the telephone number and contact e-mail of the signatory.

The necessary means for sending the documents referred to in the previous paragraph are found in the "My Membership" section of the website <https://CISS-bienestar.org> or can be sent through the application activated for the CISS leadership election process.

TWENTY-SECOND: In accordance with Articles 12, paragraph e), 55 of the Conference Statute and Articles 16 and 17 of the Regulations for the Election of Officers of the CISS, the election of the positions referred to in numbers 1, 2, 10, 11 and 12 of the **FIRST** term shall be carried out by counting the votes of the member institutions with the right to vote, present or absent, at the XXXI Ordinary General Assembly, provided that the quorum formalities established in Article 54 of the Statute are complied with.

For this purpose, the necessary means to cast the electronic vote will be found in the "My membership" section of the website <https://CISS-bienestar.org/>, which can be done online through the CISS web portal or through the application enabled by CISS for the election of CISS officers.

The period for casting the electronic vote shall be from **00:00** (UTC-5) on **September 8**, 2025 to **23:59** (UTC-5) on **September 12**, 2025.

If the electronic vote has not been cast, the representative accredited by the member institution may cast the vote in person and, in addition, a person accredited by the Secretary General shall provide the necessary electronic means and aids to ensure the casting of the vote in the electronic system.

In the election of the positions referred to in paragraphs 1, 2, 10, 11 and 12 of the **FIRST** term, only full member institutions shall vote in accordance with Article 59 of the Statutes of the Conference.

TWENTY-THIRD. For the election of the elective positions indicated in numbers 3, 4, 5, 6, 7, 8 and 9, the votes of the member institutions entitled to vote according to the provisions of this Convocation shall be taken into account, participating, preferably **by electronic or personal voting**, in the meetings organized for this purpose.

In the election of positions specified in paragraphs 3, 4 and 5 of the **FIRST** term, only **FULL** members institutions shall vote.

In the election of the positions specified in paragraphs 6 and 8 of the **FIRST** term, only **ASSOCIATE** member institutions shall vote.

TWENTY-FOURTH: Once the votes of the member institutions have been cast, they may not be changed.

TWENTY-FIFTH. Upon the expiration of the periods referred to in **TWELFTH** and **THIRTEENTH** terms, the Secretary General shall issue a report containing information on the candidacies presented, based on the documentation sent in the nominations, in order to facilitate the election decision of the membership. This report shall be published in the "My Membership" section of the <https://CISS-bienestar.org/> website.

To this end, the Secretary General shall publish, no later than August 15 of this year, the list of candidates who have formally fulfilled all the requirements of the call for nominations and who have received a favorable report.

TWENTY-SIXTH: On the basis of the report of the candidates with a positive opinion, the Secretary General shall, at the request of the candidates, organize at least one information forum by electronic means so that the persons nominated for the offices of President, Secretary General, Vice-Presidents and Comptroller may voluntarily participate and present their candidacy and project to the members. The methodology of the forums will be determined on the basis of the candidates who express their interest in participating.

The subregions and the American Social Security Commissions may organize, under their responsibility and organization, at least one informative forum for positions 3, 4, 5, 6, 7, 8, and 9 of the **FIRST** term.

The forums will be held during the last two weeks of August 2025.

TWENTY-SEVENTH. The officers and representatives elected in this call will take office on October 1 of this year, except for the positions of President and Secretary General of the CISS, which will take office immediately.

The elected positions of the Office of the Comptroller and the Director of the CISS will take office on October 20, 2025.

TWENTY-EIGHTH: The power to interpret this call shall be bested in the Secretariat-General of the Conference. In the event of fortuitous force majeure that alters the normal course of the internal process regulated in this **CALL**, with the agreement of the President of the Conference, the Secretariat-General may determine additional measures to guarantee the election of the positions referred to in the **FIRST** term.

Any questions regarding this Call for Proposals should be addressed to the following officers of the Secretary General:

- Mario Alberto Silva Jiménez
Legal Counsel
E-mail: mario.silva@CISS-bienestar.org
- Enrique Lugo Quezada
Legal Counsel
E-mail: enrique.lugo@CISS-bienestar.org

We invite you to participate in the processes described in this Call and to exercise your most important rights as members of the Conference by nominating our future representatives.

With my highest consideration and esteem,

José Pedro Kumamoto Aguilar

Acting Secretary General

Inter-American Conference on Social Security