Mr/Ms  
President of Member Organisations  
Pan American Federation of Engineers Societies - UPADI

São Paulo, January 2nd, 2018

Subject: Call UPADI Annual Meeting 2018

Dear Sir, Madam President,

We are pleased to invite your organisation to the Annual Meeting of UPADI to be held in the city of Cartagena, Colombia, from 9th to 13th October of this year, as per the preliminary Assembly Agenda and the Meeting Program (Annexes I and II).

This meeting will proceed to the election, for a two-year term, of the President-Elect, the Vice Presidents of Region I – North, Region II - Central and Region III - Caribbean, so we ask Member Organisations to submit their nominations to the Executive Director before August 15, 2018.

The Annual Meeting will also consider a proposal for a By-Laws amendment to create the category of Associate Organizations (Annex III) and for the establishment of their annual fees (Annex IV).

We also request to send to this Executive Directorate, before 30 June 2018, the nominations for UPADI Awards in accordance with the guidelines of Annex V.

We take this opportunity to submit to your consideration the Minutes of the Annual Meeting held last year in San Jose, Costa Rica (Annex VI).

Looking forward to your participation, please accept the assurances of my distinguished consideration,

Jorge Spitalnik  
Executive Director  
e-mail: jspitalnik@alternex.com.br
MEETING AGENDA # 558

1. INSTALLATION
   1.1 Execution of UPADI official anthem
   1.2 Verification of credentials of Representatives and Delegates, attendance recording and verification of quorum
   1.3 Installing the Board of UPADI
   1.4 Reading, consideration and ratification of the Minutes of Meeting # 557 (San Jose, Costa Rica)
   1.5 Designation of the Working Committees of UPADI 2018
      1.5.1 Designation of the Drafting Committee of the Declaration of Cartagena
      1.5.2 Designation of the Coordinating Committee of UPADI Message to SCI
   1.6 By-Laws Amendment to create the Associate Organizations category
   1.7 Associate Organizations Annual Fees Proposal
   1.8 Any Other Business

2. ADMINISTRATION
   2.1 UPADI Vice-Presidents’ verbal reports (3 minutes each)
      Region I: North; Region II: Central; Region III: Caribbean; Region IV: Bolivarian countries; Region V: Brazil and Southern Cone
   2.2 Member & Observer Organisations activities verbal reports (3 minutes each)

3. TECHNICAL COUNCIL
   3.1 Report of the Chairman of the Technical Council
   3.2 Allocation of new hosting organizations and ratification of Technical Committees Presidents

4. ADVISORY COUNCIL
   4.1 Report of the Chairman of the Advisory Council
5. **FINANCE**
5.1 Treasurer's Report (July 2017-September 2018)
5.2 Status of the financial obligations of Member and Observer Organisations to UPADI
5.3 Status of UPADI financial obligations to WFEO
5.4 UPADI Budget for 2019

6. **REPORT OF THE PRESIDENT**
6.1 Report of activities in the period July 2017-September 2018
6.2 Consideration of future meetings of UPADI

7. **SPECIALIZED ENGINEERING ORGANISATIONS**
7.1 Report of the Pan American Academy of Engineering - API
7.2 Report of the World Federation of Engineering Organisations - WFEO
7.3 Verbal reports (3 minutes each) of activities of Specialized Engineering Organisations (AIDIS; ALAIST; APPA; CIRAA; COPIMERA; FAICA; FEPIC; FEPIOC; FOICAP; IACEE; OLADE; OLCPIA; SELPER)
7.4 New Observers and Specialized Organisations

8. **CONSIDERATION OF AWARDS** (Pan American Engineering Award, Pan American Award for Sustainable Development “Luis Wannoni Lander”, Pan American Solidarity and Integration Award “Carlos Lopez Rivera”, Engineering Education Golden Vector Award “Saturnino de Brito Filho”, Golden Plummet Award “Francisco Marselloin”)

9. **ELECTIONS**
9.1 Election of President-Elect
9.2 Election of Vice-Presidents of Region I – North, Region II – Central and Region III - Caribbean

10. **STATEMENTS**
10.1 Declaration of Cartagena
10.2 UPADI message to SCI
ANNEX II

UPADI CONVENTION & ANNUAL ASSEMBLY PROGRAM

Place: Cartagena, Colombia
Dates: 7 to 13 October 2018

Sunday 7
Arrival of Participants

Monday 8
9 am - 12:30 pm  Reserved for API
2 pm -- 6 pm  Reserved for API

Tuesday 9
8 am - 9 am  Registration of Participants
9 am - 6 pm  Convention

Wednesday 10
9 am - 12:30 pm  UPADI Advisory Council Meeting
2 pm -- 6 pm  UPADI Technical Council Meeting

Thursday 11
9 am - 12:30 pm  UPADI Executive Board Meeting
2 pm - 6 pm  UPADI Annual Assembly Meeting

Friday 12
9 am - 12:30 pm  UPADI Annual Assembly Meeting
2 pm - 6 pm  UPADI Annual Assembly Meeting

Saturday 13
9 am - 12:30 pm  Tour Activity and/or Technical Visit
ANNEX III

UPADI – By-Laws Amendment

CHAPTER III REGIONAL GROUPS, UPADI COMMITTEES AND SPECIALIZED ENGINEERING ORGANIZATIONS (S.E.O) AND ASSOCIATE ORGANIZATIONS

13.3 ASSOCIATE ORGANIZATIONS

Engineering Organizations, for or not for profit, can take part of UPADI activities as Associate Organizations.

13.3.1 To be accepted as Associate Organizations, such entities shall request their affiliation to the UPADI Executive Board showing their working relationship with Engineering matters as well as their statutory objectives, which must be consistent with the UPADI objectives and Code of Ethics. All other requirements stated in Articles 8 and 9 of these By-Laws will not be applicable to these Organizations.

13.3.2 Associate Organizations will be allowed to attend as Observers UPADI Assemblies without voice and voting rights, and will be able to attend Technical Committees meetings with voice right.

13.3.3 Associate Organizations will contribute with an annual fee proposed by the Executive Board and approved by the UPADI Assembly. Associate Organizations annual fees will be differentiated in accordance to the number of members, officers or employees belonging to such Organizations.

13.3.4 Upon recommendation of the Executive Board, arrears of three years of annual fees will allow the UPADI Assembly to cancel the affiliation of an Associate Organization in debt.

13.3.5 Associate Organizations will be allowed to use the UPADI logo followed by the expression “UPADI Associate Organization” on their documents letterhead and their publications, and will be able to be posted on the UPADI webpage.
Executive Board Proposal

Associate Organizations Annual Fees

The following distribution for Annual Fees of Associate Organizations is proposed.

<table>
<thead>
<tr>
<th>Nº of represented membership, officers, employees (*)</th>
<th>Annual Fee (US$)</th>
</tr>
</thead>
<tbody>
<tr>
<td>Less than 500</td>
<td>1.000</td>
</tr>
<tr>
<td>Between 500 &amp; 1000</td>
<td>2.000</td>
</tr>
<tr>
<td>More than 1000</td>
<td>3.000</td>
</tr>
</tbody>
</table>

(*) Highest number to be applied
ANNEX V
Criteria for nomination and selection of candidates to UPADI AWARDS

In order to provide orientation elements for the process of nomination and selection of candidates, the following criteria from the UPADI Awards Regulations are presented. Also, it is necessary to consider the terms of Article 11.4 of the Bylaws prescribing that any Member Organization that is not up to date in the payment of its financial obligations will not be allowed to submit nominations for UPADI awards. (Its rights being reinstated as of the moment when its financial obligations are met or, failing that, when a payment settlement is formalized).

Article 8 PAN AMERICAN ENGINEERING AWARD

8.1 The Pan American Engineering Award, consisting of a diploma and a medal, will be granted by UPADI to the engineer of the continent who, by capabilities, industriousness, merits in the professional exercise in the Pan American area, and by civic and moral virtues possessed, deserves this distinction, in UPADI’s judgment.

8.1.1 The diploma and medal constitute, for the purposes of their concession, a special and indivisible distinction denominated “Pan American Engineering Award”;

8.1.2 The award will be granted every two years to a single winner, according to the dispositions established in Chapter I of this Regulation and related to periodical awards;

8.1.3 To win the award, a candidate should have prominent and indisputable merits in his professional area and in efforts developed for improving the economic and social conditions of Pan American people, having maintained throughout his life a civic, honest and exemplar conduct;

8.1.4 A candidate should not occupy, at the moment of the candidacy presentation and thereafter, in the case of winning the award, until the date of its handing over, any high political office within the Governments of the countries in the continent, nor be a part of UPADI directive organs, the Patronage or the Judging Commission;

8.1.5 There will be no “in memoriam” concession.

8.2 For the award concession a Patronage, according to Article 3, and a Judging Commission, formed according Article 4, item 4.1.1 of this Regulation, are constituted.

8.3 Just upon receiving the call for nominations, according to the procedures established in Article 6, item 6.1.1 of this Regulation (6.1.1) within January first fortnight, UPADI Headquarters will send out to every Member Organization, in the corresponding language, the call for nominations to the award, to which the broadest possible dissemination should be provided; (6.1.2) till the end of April, Member Organizations will send out to UPADI Headquarters the whole documentation concerning the proposed nominations, prepared according to the specifications established in the corresponding specific Chapter.
8.3.1 Out of all nominations received, each Member Organization will select only one to
present as its candidate;
8.3.2 When no nomination is received during the period determined by Article 6, UPADI
Headquarters will inform UPADI Advisory Board members, who might then recommend
nominations to Member Organizations in every country;
8.4 Candidate nominations will be made in writing, duly justified, in a document with
maximum four hundred (400) words, along with the candidate’s “curriculum vitae”, sent
out to UPADI Headquarters as established in Article 6.
8.5 The Judging Commission will perform according to its attributions established in
Article 4, item 4.3 of this Regulation.

Article 9 PAN AMERICAN AWARD FOR SUSTAINABLE DEVELOPMENT “LUÍS
WANNONI LANDER”
9.1 The award, consisting of a metallic honor plate, is granted every two years to a project
belonging to the Sustainable Development category, which has made the greatest
contribution to the development of a UPADI Member Country, without adversely affecting
the environment.
9.1.1 The award is destined to a project but will be handed over to the engineer or to the
engineering company responsible for its design and to the company responsible for its
implementation, provided they comply to the requirements established in this Chapter and
in Chapter 1 of this regulation;
9.1.2 In case of a public project, UPADI Executive Directorate will formally communicate
the award concession to the corresponding governmental authority.
9.2 For the award concession a Patronage, according to Article 3, and a Judging
Commission, formed according Article 4, item 4.1.1 of this Regulation, are constituted.
9.3 Are eligible engineering and construction projects which demonstrate relevant
knowledge in the field and represent a great contribution to concerning the following
aspects:
9.3.1 contribution to the development of people and communities;
9.3.2 creativity in planning and in design problems solving;
9.3.3 innovation in the utilization of materials and methods;
9.3.4 innovation in construction methods;
9.3.5 generation of positive impacts in the physical environment, with unusual
aspects and
aesthetic valorization;
9.3.6 maximization of environmental benefic effects;
9.3.7 minimization of environmental adverse effects.
9.4 Only projects in development which have not received any previous award and comply
with the following requirements will be considered eligible:
9.4.1 Bridges, tunnels, waterway structures, roads - eligible only when carrying traffic.
(Time of dedication or final completion not important);
9.4.2 Water supply, flood control dams - eligible when ready to take the full design head of
water;
9.4.3 Power dams - eligible when the major civil engineered construction is completed and
the structure can take its design head of water. (When power goes on is not important);
9.4.3 Fuel power plants (including nuclear) - eligible when power goes on line;
9.4.5 Buildings and structures - when ready for use;
9.4.6 Airports and similar large developments - eligible when a structure or a feature (such as major buildings or runways) is operational. Such structures and features must stand on their own in the competition, with no consideration for the overall project. The entire project may be considered for the award when it is judged to be 75% operational in its initial stage;

9.4.7 Water supply, waste disposal - any portion may be eligible in its completion year, but the portion will be considered on its merits, rather than as representing the overall project. Where only additional units, similar to those already functional, remain to be completed, the entire project may be considered for the award when it is 5% operational in its initial stage;

9.4.8 Military projects, such as bases, launching units, harbor facilities and like are eligible for their developing aspects;

9.4.9 Other, when considered eligible by the Judging Commission.

9.5 A Member Organization may nominate several projects at a time and a project previously presented but not rewarded may be nominated again.

9.5.1 It is recommendable that Member Organizations foster national competitions for the selection of the projects to be nominated;

9.5.2 To the Judging Commission criteria, a non-winning project may be selected to receive an Award of Merit;

9.5.3 In the case of eligible projects geographically located in more than one country, its nomination may be done by any of the related Member Organization or by all of them.

9.6 Each nomination for the Luis Wannoni Lander Award must be accompanied by documentation on the eligibility of the nominee for consideration for this award, and sent out to UPADI Headquarters as established in Chapter I for periodical awards. The first page of the documentation should include a 100 to 300 word synopsis telling in specific terms how the project meets each of the criteria specified in this Chapter and in Chapter I of this Regulation. The Judging Commission, however, has great latitude to consider the merits of the project and does not depend completely on the presented signs of evidence. Member Organizations Associations are instructed to supply one original document including black and white glossy photographs for publicity purposes and as many copies as necessary for distribution to all Judging Commission Members. The documentation should include the list of all individuals and/or organizations, which have been fundamental elements of the project, such as the receiver of the project, contractors, material and equipment providers. Special attention should be paid to the project feasibility discussions.

9.7 The Judging Commission will perform according to its attributions established in Article 4, item 4.3 of this Regulation.

Article 10 PAN AMERICAN INTEGRATION AND SOLIDARITY AWARD “CARLOS LÓPEZ RIVERA”

10.1 The Pan American Integration and Solidarity Award “Carlos López Rivera” consists of a metallic plate, granted by UPADI every two years to the engineer who, in the entity’s opinion, has excelled contributing, in relevant actions or studies, to the Pan American integration and the continental solidarity.

10.2 Are eligible the nominations of engineers, not necessarily affiliated to UPADI Member Organizations or to their Associates, which comply with the requirements established in Chapter I of this Regulation and also with the following ones:
10.2.1 have prominent and indisputable merits, especially in the areas of relationship, solidarity and integration, toward to the improvement of the people welfare in the continent, through the solution of environmental, health, dwelling, nutrition, energy, education and employment problems, in a Pan American relationship with local elements, through engineering.

10.2.2 do not occupy, at the moment of the candidacy presentation and thereafter, in the case of winning the award, until the date of its handing over, any high political office within the Governments of the countries in the continent, nor be a part of UPADI directive organs, the Patronage or the Judging Commission;

10.3 For the award concession a Patronage, according to Article 3, and a Judging Commission, formed according Article 4, item 4.1.3 of this Regulation, are constituted.

10.4 Just upon receiving the call for nominations, according to the procedures established in Article 6, item 6.1.1 of this Regulation, UPADI Member Organizations will provide its broad divulgation, for candidate nominations, respecting the chronogram established in Article 6.

10.4.1 Out of all nominations received, each Member Organization will select only one to present as its candidate;

10.4.2 When no nomination is received during the period determined by Article 6, UPADI Headquarters will inform UPADI Advisory Board members, who might then recommend nominations to Member Organizations in every country.

10.5 Nominations will be presented in writing, duly justified, in a document of a maximum of 400 words, along with the candidate’s “curriculum vitae” and a report on the deeds which justify the nomination or a study that fundament the selection, sent out to UPADI Headquarters, according to the procedures established in Article 6.

10.6 The Judging Commission will perform according to its attributions established in Article 4, item 4.3 of this Regulation.

Article 11 ENGINEERING EDUCATION AWARD “GOLDEN VECTOR”

11.1 The Pan American Engineering Education Award, “Golden Vector Award”, was created by UPADI as recognition of relevant contributions in the field of teaching and education research aiming at the improvement of engineering education, especially those performed by educators for Engineering Education Institutions, for Societies, which promote the improvement of the preparation of engineers, in general, and for public or private institutions, of their countries or of the American continent.

11.1.1 The award consists of an honor plate and a lapel button, which constitute a special and indivisible distinction indicating the “Educational Merit” of an American engineer.

11.1.2 The award is granted every two years to no more than three persons, with no restrictions related to nationality or membership to UPADI Member Organizations, who comply with the conditions established in this Chapter.

11.1.3 There will be no “in memoriam” concession.

11.2 Are eligible candidates complying with the following conditions:

11.2.1 are engineers with a valid title recognized in the country in which they perform their activities;

11.2.2 are exercising or have exercised the function of professor in any Engineering Faculty or School in their countries or in the continent; are or have been engaged in education or specialized entities, public or private, in educational direction, planning or researching functions, in the engineering field;
11.2.3 have contributed to engineering teaching or profession, through research, publications, conferences, participation in congresses and seminars aimed at debating and promoting the various aspects of the professional and post graduate formation;
11.2.4 have contributed to the development and strengthening of institutions created to promote the improvement of engineers formation;
11.2.5 are nor members of the Judging Commission.

11.3 For the award concession a Patronage, according to Article 3, and a Judging Commission, formed according Article 4, item 4.1.2 of this Regulation, are constituted.

11.4 Just upon receiving the call for nominations, according to the procedures established in Article 6, item 6.1.1 of this Regulation, UPADI Member Organizations will provide its broad divulgation, and will summon, for candidate nominations, every institution related to engineers formation, universities, faculties, schools and colleges, as well as societies and associations which promote the improvement of engineering teaching, academies and research institutes.

11.4.1 Each of those institutions may propose only one nomination and among the received proposals each Member Organization will select two as its candidates to the award concession, according to the procedures established in Article 6.

11.5 Nominations will be presented in writing by the Member Organizations, duly justified and commented in a document of no more than 200 words, along with the candidate “curriculum vitae”, where the qualifications representing merits to win the award are emphasized, sent out to UPADI Headquarters, according to the procedures established in Article 6.

11.6 The Judging Commission will perform according to its attributions established in Article 4, item 4.3 of this Regulation.

Article 12 “GOLDEN PLUMMET” AWARD

12.1 UPADI, conscious of the contribution to the well being of our countries, in and out the area of engineering, by distinguished engineering professionals who are valued as examples of worthy behavior, has decided to create the GOLDEN PLUMMET AWARD which will be governed by the present Regulation.

12.2 The award, the greatest of rewards given by UPADI, will consist of a metal, cone shaped plumb, 7.5 cm long by 5 cm at its widest part, gold plated and engraved with the UPADI inscription, followed by the year of the award. The award will also be accompanied by an allusive diploma, signed by the UPADI President, and the President of UPADI Advisory Board.

12.3 The candidates must be engineers who, besides complying with the conditions established in Chapter I of this Regulation, have had a meritorious professional trajectory and an outstanding actuation in the technical, educational, institutional, economical, political, cultural or artistic area in their respective countries and internationally.

12.4 For the award concession a Qualifying Jury, formed according Article 5, item 5.1 of this Regulation, is constituted.

12.5 The Golden Plummet Award is non periodical and only one award will be conceded each time. No more than one will be granted during an operational year and there will not be “in memoriam” concession.

12.6 The granting process is kept permanently active and the corresponding actions follow the procedures established in Chapter I of this Regulation, in what concerns non periodical awards.
12.7 Nominations will be presented by UPADI Member Organizations to the Headquarters, according to the dispositions established in Article 6, item 6.2, defining the field of actuation of the candidates, and containing the corresponding life and professional records, as well as every relevant information.

12.8 The Qualifying Jury will perform according to its attributions established in Article 5, item 5.2 of this Regulation.

12.9 UPADI Executive Directorate will decide the award concession to the candidate suggested by the Qualifying Jury.
1. Call to order
1.1. Opening
The meeting began with the execution of the UPADI Anthem.

1.2. Verification of credentials, attendance record and quorum verification
At the beginning of the session, documents were distributed to the Representatives of Member Organizations. The Secretary Ing. Aridaí (Ari) Herrera proceeds to the verification of the delegates' credentials and registers the attendance. Once the verification has been completed, he reports that 15 Member Organizations from a total of 27, as well as two Observer Organizations, have been duly accredited, quorum was met to start the General Assembly meeting.

1.3. List of Participants.
Representatives of Member Organizations and Observer Organizations present are:

<table>
<thead>
<tr>
<th>Nr.</th>
<th>Country/ Organization</th>
<th>Name</th>
<th>Status</th>
</tr>
</thead>
<tbody>
<tr>
<td>1</td>
<td>Argentina – UADI</td>
<td>Miguel Angel Yadarola</td>
<td>Principal Delegate</td>
</tr>
<tr>
<td>2</td>
<td>Aruba – SIA</td>
<td>Absent</td>
<td></td>
</tr>
<tr>
<td>3</td>
<td>Belize - APEB</td>
<td>Absent</td>
<td></td>
</tr>
<tr>
<td>4</td>
<td>Bolivia</td>
<td>Marco A Fuentes A</td>
<td>Principal Delegate</td>
</tr>
<tr>
<td></td>
<td></td>
<td>Luis Alberto Soliz</td>
<td>Alternate Delegate</td>
</tr>
<tr>
<td>5</td>
<td>Brazil - FEBRAE</td>
<td>Celso Ternes Leal T.</td>
<td>Principal Delegate</td>
</tr>
<tr>
<td></td>
<td>Brazil - CONFEA</td>
<td>Afonso Ferreira Bernandes</td>
<td>Principal Delegate</td>
</tr>
<tr>
<td>6</td>
<td>Canada – Engineers Canada</td>
<td>Zaki Ghavitian</td>
<td>Principal Delegate</td>
</tr>
<tr>
<td>7</td>
<td>Chile – IIC</td>
<td>Absent</td>
<td></td>
</tr>
<tr>
<td>8</td>
<td>Colombia – SCI</td>
<td>Argelino Duran</td>
<td>Principal Delegate</td>
</tr>
<tr>
<td>9</td>
<td>Costa Rica - CFIA</td>
<td>Olman Vargas</td>
<td>Principal Delegate</td>
</tr>
<tr>
<td></td>
<td></td>
<td>Daniel Acuña Ortega</td>
<td>Alternate Delegate</td>
</tr>
<tr>
<td>10</td>
<td>Cuba – UNAICC</td>
<td>Mercedes Elesther</td>
<td>Principal Delegate</td>
</tr>
<tr>
<td></td>
<td></td>
<td>Jorge Jacinto Alba</td>
<td>Alternate Delegate</td>
</tr>
<tr>
<td></td>
<td>Country/ Organization</td>
<td>Name</td>
<td>Status</td>
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</tr>
<tr>
<td>1</td>
<td>Spain</td>
<td>Tomas A. Sancho</td>
<td>Principal Delegate</td>
</tr>
<tr>
<td>2</td>
<td>Portugal</td>
<td>Tomas A. Sancho</td>
<td>Principal Delegate</td>
</tr>
</tbody>
</table>

### 1.4. Installation of the UPADI Board of Directors.

The President requests to install the Board of Directors which is composed as follows:

<table>
<thead>
<tr>
<th>Country</th>
<th>Position</th>
<th>Name</th>
</tr>
</thead>
<tbody>
<tr>
<td>Bolivia</td>
<td>President</td>
<td>María Teresa Dalenz Zapata</td>
</tr>
<tr>
<td>Paraguay</td>
<td>President Elect</td>
<td>María Teresa Pino</td>
</tr>
<tr>
<td>Brazil</td>
<td>Past President</td>
<td>José Tadeu Da Silva</td>
</tr>
<tr>
<td>Brazil</td>
<td>Treasurer</td>
<td>Edemar de Souza Amorim</td>
</tr>
<tr>
<td>United States</td>
<td>Secretary</td>
<td>Aridai (Ari) Herrera</td>
</tr>
<tr>
<td>Colombia</td>
<td>Vice President of Bolivarian Countries</td>
<td>Diana Espinosa</td>
</tr>
<tr>
<td>Uruguay</td>
<td>Vice President of Brazil and Southern Cone</td>
<td>Lucas Blasina</td>
</tr>
<tr>
<td>Puerto Rico</td>
<td>Vice President of the Caribbean Region</td>
<td>Benjamin Colucci Rios</td>
</tr>
<tr>
<td>Costa Rica</td>
<td>Vice President of the Central Region</td>
<td>Jose Guillermo Rosales</td>
</tr>
<tr>
<td>United States</td>
<td>Vice President of the North Region</td>
<td>Raymond Issa</td>
</tr>
<tr>
<td>Brazil</td>
<td>Executive Director</td>
<td>Jorge Spitalnik</td>
</tr>
</tbody>
</table>
1.5. Approval of the Agenda.

The President introduced the proposed agenda. Eng. Ralph A. Kreil Rivera, Puerto Rico, moved the approval of the agenda and requested that the Presidency be given the power to change or modify the order if necessary. Panama, Uruguay and United States seconded the motion.

Agreement No. 1: The Agenda was unanimously approved empowering Eng. María Teresa Dalenz Zapata to change or modify the order of business.

1.6. Approval of minutes of meeting No. 556 (General Assembly of Playa Bonita, Panama City – Panamá, October 2016).

The Presidency submits the Minutes of the previous Assembly for consideration. Eng. Oscar Berrios (ANIA) requests to introduce the name of Eng. Carlos J. Fernández as the Principal Delegate of ANIA. Eng. Doris Rojas (CIP) requested to correct institution initials from SIP to CIP.

The United States member organization motions approval as corrected. The motion is seconded by the member organizations of Cuba, Puerto Rico, Uruguay, Peru and Canada.

Agreement No. 2: Minutes of meeting No. 556 with the corrections requested by ANIA and CIP were unanimously approved. (General Assembly Playa Bonita, Panama City, Panama, October 2016).

1.7. Designation of the Work Commissions for UPADI 2017

1.7.1. Appointment of the Editorial Committee for the Declaration of San Jose.

Designation of three representatives for the elaboration of the Declaration of San Jose is put to consideration. Representatives from Costa Rica, Peru, and Uruguay are proposed.

Agreement No. 3: Designate for the Editorial Committee of the Declaration of San Jose, the delegates Eng. Jorge Jacinto Alba (Cuba), Eng. Gustavo Saavedra (Peru) and Eng. Lucas Blasina (Uruguay),

1.7.2. Designation of the Editorial Committee for the UPADI Message to CFIA.

The President asked the Assembly to propose candidates for the elaboration of the UPADI message to CFIA. Representatives from Bolivia, Nicaragua, and the United States are proposed.

Agreement No. 4: To approve the integration of the UPADI Message to CFIA Drafting Committee by the delegates, Eng. Celso Ternes Leal (Brazil), Eng. Oscar Berrios (Nicaragua), and Eng. Reginald Vachon (United States).

2. Administration

2.1. Report of the Vice-Presidents

The Vice-Presidents of each of the five regions present a brief report on the activities carried out during the period from August 2016 to June 2017. The Regional Vice-Presidents are requested to submit reports to Headquarters for publication on the website of UPADI.

2.2. Report from Member Organizations

The member organizations of Bolivia, Brazil, Canada, Colombia, Costa Rica, Cuba, United States, Mexico, Nicaragua, Panama, Paraguay, Peru, Puerto Rico and Dominican Republic present reports of their respective activities carried out in the period from August 2016 to June 2017.

In addition, the observer organizations Spain and Portugal present reports on their activities. These member and observer organizations will submit their reports to Headquarters for publication on the UPADI website.
3. Technical Council (President Eng. Alberto Benitez Reynoso)

3.1. Proposals and Agreements

The President of the Technical Council, Eng. Alberto Benitez Reynoso, presents the report of the agreements reached at Technical Council meeting.

**TC Agreement No. 1:** The Agenda was unanimously approved empowering Eng. Alberto Benitez Reynoso to change or modify the order of business.

**TC Agreement No. 2:** The Minutes of the Technical Council meeting held in Panama City, Panama, October 2016 were unanimously approved and will be sent to all Technical Committee Chairs.

**TC Agreement No. 3:** To request UPADI to prepare and distribute instructions to all Technical Committee Chairs on how to publish their activities in the UPADI website.

**TC Agreement No. 4:** To request to all Technical Committee Chairs to send their activities report to the Technical Council President for publication on the UPADI website.

**TC Agreement No. 5:** The Technical Council President will send letters of acceptance to all designated representatives by their respective UPADI member organization.

**TC Agreement No. 6:** The technical Council will collaborate in identifying partner organizations for the execution of the sustainable infrastructure development course to be created, developed and presented by the UPADI Sustainability Committee and the World Bank.

**TC Agreement No. 7:** The Technical Committee on Engineering and Science is to be created having SIB (Bolivia) as the host organization.

**TC Agreement No. 8:** Request the UPADI President to correct item number 3.5 of the UPADI-AIDIS Agreement lately signed. AIDIS as an associated organization cannot lead the activities of an UPADI Technical Committee.

**Agreement No. 5:** The report of the President of the Technical Council is unanimously approved.

Eng. Jacinto Alba (Cuba) submits the proposal of UNAICC to host the currently inactive Technical Committee on Computation and Communication. This proposal is seconded by the member organizations of USA, Mexico, Nicaragua, Peru, Bolivia and Costa Rica.

**Agreement No. 6:** It is unanimously approved to accept UNAICC proposal to host the Technical Committee on Computation and Communication

4. Advisory Council (President Eng. Irene Campos)

The President of the Advisory Council presents the report of the meeting held in San Jose. This report is to be posted on the UPADI website. The main agreements reached at the Advisory Committee meeting are:

**AC Agreement No. 3:** The UPADI Assembly is encouraged to request UPADI’s Headquarters to carry out a Comprehensive Communication Plan with established goals that will include a review of the website, the use of social networks, the establishment of a monthly bulletin and other actions considered relevant. The Advisory Council will monitor the different actions that will be taken with respect to the Communication Plan. In case UPADI’s Headquarters might have problems of compliance, member organizations will support Headquarters in this task.

**AC Agreement No. 4:** In accordance with Article 28.3 of the Transitory Provisions of UPADI Statutes, which states: “For a single term of 4 years, the Permanent Headquarters
may count on the support and administrative collaboration of the member organization of the country chosen, until it achieves economic and financial self-sufficiency. Otherwise, the General Assembly will review what is appropriate”, the UPADI Assembly is requested to ask Headquarters to establish in a clear and formal way if it has financial self-sufficiency. Otherwise, the organizations that support UPADI’s Headquarters (CONFEA and FEBRAE) should inform if they will continue to support financially Headquarters and for what additional time.

AC Agreement No. 5: To request Headquarters to seek from CONFEA information about the bilateral agreement between Brazil and Portugal, and transmit such information to UPADI’s Member Organizations.

AC Agreement No. 6: To request Headquarters to report to the Assembly on cooperation projects that are being carried out with the Organization of American States.

AC Agreement No. 7: The Assembly is requested to include at the level of analysis and discussion, the topics of accreditation of engineering education and professional mobility programs.

AC Agreement No. 8: In order to define a possible UPADI position with a view to take part at the World Water Forum, to be held in 2018, in Brazil, UPADI Headquarters are requested to seek from its Member Organizations and Technical Committees their interest in carrying out in 2017 specific activities related to water issues.

AC Agreement No. 9: It is agreed to make a change in the Rules of the Advisory Council, so that meetings are convened on First Call and, if there is no quorum, one hour later on a Second Call. For the Second Call, the quorum will be made with the members present.

Agreement No. 7: The report of the President of the Advisory Council is unanimously approved.

5. Finance (Treasurer Eng. Edemar de Souza Amorim)

Eng. Edemar de Souza Amorim, Treasurer of UPADI, presents the situation of UPADI’s finances, corresponding to the period from September 2016 to June 2017, and next year’s budget (Annex 1).

The President submits the UPADI Financial Report to the Assembly for consideration. The NSPE delegation (United States) motions its approval as presented and is seconded by the member organizations of Brazil, Bolivia, Panama, Peru, Nicaragua, Uruguay, Cuba and Puerto Rico.

Agreement No. 8: The report of the Treasurer is unanimously approved.

The delegation of Engineers Canada proposes to create a Finance and Auditing Committee to periodically analyse the financial situation of UPADI and make recommendations to the Directorate. CFIA (Costa Rica) seconds the proposal.

Agreement No. 9: The creation of a Finance and Auditing Committee is unanimously approved. It will initially be chaired by Eng. Zaki Ghavitian who will draft the mandate of the Committee for consideration of the UPADI Directorate.

The Treasurer’s report includes the status of the financial obligations of the Member Organizations. A comprehensive analysis of the application of sanctions is made to organizations that present arrears of four or more years in their quotas. It was agreed to ask the Finance and Auditing Committee to analyse and evaluate measures to deal with this matter.
6. Report of the President (Eng. Maria Teresa Dalenz Zapata)

6.1. The President’s report can be found on the UPADI website. The President of UPADI, Eng. Maria Teresa Dalenz Zapata, highlights the following actions from the period January 2017 - June 2017.

- Acknowledgement with thanks to CFIA for the coordination and sponsorship of this UPADI meeting with special recognition to Eng. Laura Solera.
- On January 28th of this year, UPADI held an International Technical Congress with the participation of members of the UPADI Directorate.
- On January 29th, at a special ceremony for the installation of the new Directorate, Eng. Dalenz was invested in the UPADI highest position as President. Also, the following members of the Board were jointly installed: Engineers Edemar de Souza Amorim (Brazil), Treasurer; Aridai Herrera (USA), Secretary; Raymond Issa (USA), Vice President of Region I - North America; Jose Guillermo Rosales (Costa Rica), Vice President of Region II – Central America, and Benjamín Colucci Rios (Puerto Rico), Vice President of Region III – the Caribbean. Eng. Dalenz expresses her thanks to National SIB, Chuquisaca Departmental SIB, the Mayor of the Municipal Government of the City of Sucre, the Vice-Rector of San Francisco Javier University, the Rector of Oruro Technical University, the Bolivian Minister of Housing and other authorities for their support in organizing such event.
- The City of Sucre Mayor awarded all international attendees the Title of Recognition of Distinguished Visitors.
- It is of great importance to highlight the signing of an MOU between OAS and UPADI for cooperation on engineering issues in the Americas, where OAS recognizes UPADI as their consultant organization to provide advice on engineering related programs.
- Priority will be given to the following matters: a) establishment of a Strategic Planning group; b) setting up a central communications program under the UPADI Secretariat to keep an up-to-date information on the website and to have an active communications scheme with all member organizations, and c) introducing means for increasing income generation.

7. Report of the Past-President (Eng. José Tadeu Da Silva)

7.1. The Past-President of UPADI, Eng. José Tadeu Da Silva, highlights his actions as President from the period November 2016 to January 2017. His report can be found on the UPADI website.

8. Consideration of future UPADI meetings

- XXXVIII UPADI Convention Argentina 2018. There is a lack of confirmation by UADI of their commitment to hold this meeting in 2018 in San Juan. In case they might recant, SIB (Bolivia) and SCI (Colombia) state their interest to hold the Convention in their respective countries. Until the end of the year, the UPADI Executive Board will verify with UADI whether they will be able to comply with their commitment or whether it will be required to select another place.
- UPADI Paraguay 2019 intermediate meeting. CPI confirms that it will be held in July 2019.
- XXXIX UPADI 2020 Convention. FEBRAE confirms that it will be held in São Paulo from 8 to 15 August 2020.
- UPADI Intermediate Meeting 2021. It is approved to be held in Lima, Peru, organized by SIP.
- XL UPADI 2022 Convention. It is approved to be held in the U.S. organized by NSPE.
9. Reports from Related Specialized Engineering Organizations

9.1. Pan American Academy of Engineering - API
API President, Dr. Ing. Gonzalo Jiménez Escobar, reports that the annual meeting of the API was held. A Forum on "Great Challenges through Innovation in Engineering" was held with the participation of several academicians. He also informed that the following new members of the API Board of Directors were elected: Dr. Reginald I. Vachon (President Elect), Dr. Jorge Vanegas Pabón (1st Vice President); Eng. Olavo Botelho (2nd Vice-President); Eng. Diana M. Espinosa Bula (Secretary); Dr. Vilas Mujumdar (Deputy Secretary); Eng. Luis Humberto Hernández Bertón (Treasurer); Dr. Michael R. Sanio (Deputy Treasurer); Dr. Carlos Herrera Descalzi (Director); Eng. Pedro P. Quirós Cortes (Director); Eng. María de la Luz Aguilera de Lucio (Alternate Director) and Eng. Jorge L. Quirós Jr. (Alternate Director).

9.2. World Federation of Engineers - WFEO
The President of WFEO, Eng. Jorge Spitalnik, presents a brief report on the activities of UPADI in WFEO, noting that UPADI’s position on international accreditation of Engineering Education is practically the same as that adopted by WFEO. Also, it refers to the role of WFEO in the organization of the International Conference on Sustainable Supply of Water and Energy held in Brasilia, in July of this year, with the co-sponsorship of UPADI. He expresses his satisfaction with the success of this international event that counted with more than 500 participants, among them the Minister of Science and Technology, Innovations and Communications of Brazil, Eng. Gilberto Kassab.

9.3. Reports from Other Organizations
Engineering Organizations related to UPADI, presented a brief report of their activities. Reports were presented by APPA (Pan American Association of Agronomy Professionals), COPIMERA (Pan American Council of Mechanical Engineering, Electrical, Industrial and Allied Branches), FOICAP and FEIAP.

9.4. The World Bank
A report by Dr. Robert Montgomery (World Bank) on the Agreement of cooperation with UPADI on sustainability issues in Latin America and the Caribbean Countries is shown on the UPADI webpage.

10. UPADI Awards
Eng. Lucas Blasina, (AIU) presents the Book celebrating the 112 years AIU anniversary to the President Eng, Maria Teresa Dalenz, the Past-President Eng.José Tadeu Da Silva, the President-elect Eng. Maria Teresa Pino, and CFIA the hosting organization of this event.

He also reports that on June 13th 2017, the AIU Board granted the grade of AIU Honorary Member to Eng. Jorge Spitalnik, by reason of his contribution to World and Uruguay engineering development. He joins the List of Honorary Members in which the name of Albert Einstein is also stated.

11. Vice- Presidents Election Process

11.1. Election of Vice-President of Region IV - Bolivarian Countries
Eng. Diana Espinosa from Colombia is re-elected by acclamation as Vice-President.

Agreement No. 10: The election of Eng. Diana Espinosa from Colombia as Vice-President from Region IV Bolivarian Countries is approved.
11.2. Election of the Vice-President of Region V – Brazil and Southern Cone
The majority of the member organizations of Region V proposes Eng. Lucas Blasina (Uruguay) as candidate for the post of Vice-President from this Region. Eng. Blasina is elected by acclamation.

*Agreement No. 11: The election of Vice President of Region V – Brazil and Southern Cone, Engineer Lucas Blasina from Uruguay is approved.*

12. Declarations

12.1. Declaration of San Jose, Costa Rica
The final text of the Declaration of San Jose, Costa Rica is shown on the UPADI website.

*Agreement No. 12: The Declaration of San Jose, Costa Rica presented by the Editorial Committee of the Declaration, is approved.*

12.2. Message from UPADI to CFIA
The final text of the Message to CFIA is on the UPADI website.

*Agreement No. 13: The Message written by the Editorial Commission of the Message of UPADI to CFIA is approved.*

12.3. Solidarity Statement
A proposal by Eng. Tomas Sancho (Spain) for approving a Solidarity Statement with Venezuelan engineers is shown in Annex 2.

*Agreement No. 14: The Solidarity Statement with Venezuelan engineers shown in Annex 3 is approved.*

13. Adjourning of the Session
There being no other topic to discuss, the UPADI President, Engineer Maria Teresa Dalenz thanked all those present for their participation in this meeting and for their support for this organization to continue growing in every way, and adjourns all working sessions.
## INCOME STATEMENT

**FROM— 01 JANUARY 2015 UNTIL— 31 DECEMBER 2015**

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### OPERATING REVENUE 2015

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### OPERATING EXPENSES 2015

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# Income Statement

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### BUDGET 2017
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#### ENTITIES THAT PAID ANNUITIES UNTIL 2016

1 – BOLIVIA  
2 – BRAZIL - FEBRAE  
3 – BRAZIL CONFEA  
4 – CANADA  
5 - CHILE  
6 – COLOMBIA  
7 – COSTA RICA  
8 - CUBA  
9 – EL SALVADOR – ASIA  
10- UNITED STATES  
11 – ESPAIN  
12 - HONDURAS  
13 - NICARAGUA - ANIA  
14 - PARAGUAY  
15 – PERU - SIP  
16 – PERU - CIP  
17 – PUERTO RICO  
18 - PORTUGAL  
19 – URUGUAY

#### ENTITIES THAT PAID ANNUITIES UNTIL 2015

1 – ARGENTINA  
2 - BELIZE

#### ENTITIES WITH PREVIOUS DEBT 2015

1 - ARUBA  
2 - EL SALVADOR - FESIARA  
3 - EQUADOR  
4 - GUATEMALA  
5 - HAITI  
6 - JAMAICA  
7 – MEXICO  
8 - NICARAGUA - CIN  
9 – DOMINICAN REPUBLIC  
10 - TRINIDAD TOBAGO  
11 - VENEZUELA
STATEMENT OF SOLIDARITY

The UPADI Assembly at its meeting held in San Jose de Costa Rica on 27th and 28th June 2017, expresses its support to the colleagues of CIV (Colegio de Ingenieros de Venezuela), a Member Organization of this Union.

In the highly complicated instances where our brotherly country is going through, and without any political consideration that has no place in this statement, we want to declare our solidarity with CIV and their members and to assure them our unconditional disposition for any professional assistance they might require.

San Jose de Costa Rica, 28th June 2017