

NOTIFICATION OF PUBLIC CONVOCAION

**Election and Appointment of the General Director of the Corporation for the Sustainable Development of the Archipelago of San Andres, Providence and Saint Kethlina – CORALINA
INSTITUTIONAL PERIOD FROM JANUARY 1st, 2020 TO DECEMBER 31st, 2023**

The applicants should consult all the rules of this election process in Agreement No. 009 of October 29th, 2019,
on CORALINA website: www.coralina.gov.co

The President of the Directive Council of the Corporation for Sustainable Development of the Archipelago of San Andres, Providence and Saint Kethlina - CORALINA-, convokes all those interested in opting for the position of GENERAL DIRECTOR of CORALINA for the INSTITUTIONAL PERIOD OF JANUARY 1st, 2020 TO DECEMBER 31st, 2023, to inscribe at the General Secretariat of the Corporation, located at the main headquarters of CORALINA, on the San Luis Road km 26, San Andres Island, first floor on the date and time provided in the schedule of the Process:

1. **Date and time to do the inscriptions, reception of resumes and supporting documents that prove compliance with the requirements defined in Article 2 2 8 4.1 .21 of Decree 1076 of 2015 and Article 49 of Agreement 002 of 2019:**

Inscriptions, reception of resumes and supporting documents that prove compliance with the requirements defined in Article 2 2 8 4.1 .21 of Decree 1076 of 2015 and Article 49 of Agreement 002 of 2019.	<p>When: From Tuesday November 12th until Friday November 15th 2019.</p> <p>Schedule for inscription and reception of resumes and supporting documentation: 8:00 a.m. - 12:00 m. and from 2:00 p.m. - 5:00 p.m.</p> <p>Place of inscription: Coralina Headquarters located via San Luis Km. 26 General Secretariat's Office. San Andres Island.</p>
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Within the time and date provided in the schedule, you must submit your resume and supporting documents that prove compliance with the requirements that are listed in this notice of convocation, which are based on article 2284.1.21 of Decree 1076 of 2015 in accordance with the provisions of Article 49 of Agreement No. 002 of 2016 "by which the Bylaws of the corporation for the sustainable development of the Archipelago of San Andres, Providence and Saint Kethlina, CORALINA, are adopted" (Bylaws of the corporation) namely:

2. **Requirements to be named General Director of Coralina:**

The article 2.2.8.4.1.21 of Decree 1076 of 2015 indicates that when referring to the qualities of the General Director that:

Qualities of the General Director. To be appointed General Director of a corporation, the following requirements must be met:

- a) Professional Degree.
- b) Advanced or postgraduate training degree or three (3) years of professional experience.
- c) Four years of professional experience besides the established requirements, of which at least one must be in entities related to environment and renewable natural resources or have held the position of general director of the corporation.
- d) Professional card in the cases regulated by law.

Article 49 of Agreement No. 002 of 2016 "By which the Bylaws of the Corporation for the Sustainable Development of the Archipelago of San Andres, Providence and Saint Kethlina, CORALINA" (Bylaws of the Corporation) are adopted, in relation to the qualities of the General Director states that:

To be appointed General Director of CORALINA, following the provisions established in Law 99 of 1993, Law 1263 of December 26, 2008 and other regulations that complement, replace or reform them; the applicant must meet the following requirements:

- a. University professional degree.
- b. Advanced postgraduate training degree or three (3) years of professional experience.
- C. Professional experience of four (4) additional years to the requirements established in the preceding paragraph, of which at least one (1) must be in activities related to the environment and renewable natural resources or have held the position of General Director of the Regional Autonomous Corporation or of Sustainable Development.
- d. Professional Card in the cases regulated by law.
- e. Those required by the special regime of the Department in terms of languages and residence.

3. **Functions of the General Director of CORALINA:**

Article 29 of Law 99 of 1993, referring to the functions of the general director, establishes that:

The functions of the General Directors are those indicated in the laws, in the regulations and in the respective bylaws. In particular, it corresponds to them:

1. To direct, coordinate and control the activities of the entity and exercise its legal representation;
2. To comply with and enforce the decisions and agreements of the Directive Council;
3. To submit for study and approval of the Directive Council the plans and programs that are required for the development of the purpose of the Corporation, the draft budget, as well as the administrative organization projects and personnel thereof;
4. To submit to the Directive Council the internal regulations;
5. To order the expenses, dictate the acts, carry out the operations and enter into contracts and agreements that are required for the normal operation of the entity;
6. To constitute agents or attorneys representing the Corporation in judicial matters and others of a litigious nature;
7. To delegate to officials of the entity the exercise of some functions, prior authorization of the Directive Council;
8. To appoint and remove the staff of the Corporation;
9. To manage and ensure the proper use of the goods and funds that constitute the assets of the Corporation;
10. To submit reports to the Ministry of Environment, in the manner determined by the latter, on the status of execution of the functions that correspond to the Corporation and the general and periodic or particular reports requested, on the activities developed and the general situation of the entity;
11. To submit to the Board of Directors the reports requested on the execution of the plans and programs of the Corporation, as well as on their financial situation, in accordance with the bylaws;
12. The others that the bylaws of the Corporation indicate and that are not contrary to the Law.

On its part, Article 53 of Agreement No. 002 of 2016 "By which the Bylaws of the Corporation for the Sustainable Development of the Archipelago of San Andres, Providence and Saint Kettina, CORALINA" (Bylaws of the Corporation) are adopted, in relation to the functions of the General Director, states that:

- a) To direct, coordinate and control the activities of the Corporation and exercise its legal representation.
- b) To comply with and enforce the decisions and agreements of the Corporate Assembly and the Directive Council.
- c) To submit for study and approval of the Directive Council, the plans and programs that are required for the development of the purpose of the Corporation, and the annual budget project of income and expenses, as well as the projects of administrative organization and personnel of the same.
- d) To submit the internal regulations to the Directive Council for its approval.
- e) To order the expenses, dictate the acts, carry out the operations, celebrate the contracts and agreements that are required for the normal operation and the achievement of the objectives and functions of the entity.
- f) To constitute agents or attorneys representing the Corporation in legal or litigious matters and other actions that require it.
- g) To appoint and remove the personnel of the Corporation.
- h) To manage and ensure the proper use of the goods and funds that constitute the assets of the Corporation.
- i) To submit reports to the Ministry of Environment, Sustainable Development, in the manner determined by the latter regarding the status of execution of the functions that correspond to the Corporation and the general and periodic or individual reports requested, on the activities developed and the general situation of the entity.
- j) To submit to the Directive Council the reports requested on the execution of the plans and programs of the Corporation, as well as on their financial situation, in accordance with the bylaws.
- k) To convene extraordinary meetings of the Corporate Assembly and the Board of Directors when it deems necessary, in accordance with the current bylaws.
- l) To designate the persons who must represent the Corporation in any activity or commission in which it must appear.
- m) To authorize commissions abroad of employees of the Corporation.
- n) To direct, coordinate and control the labor management of the Corporation's personnel and to resolve, above all, everything that has to do with administrative situations or novelties.
- o) To adopt the specific manual of functions and requirements of the employees of the entity, and form, merge or delete units, areas or sections of work for the adequate fulfillment of the functions of the entity.
- p) The others indicated by the current legal norms.

4. Asignación Salarial Básica: \$ 8.225.691

5. **CERTIFICATION OF THE REQUIREMENTS:** The supporting documents that are presented to prove the requirements to apply for the position of the General Director of the Corporation, must be provided taking into account the provisions of Title II, Chapter 3 of Single Decree 1083 of 2015 of the Public Service sector, especially in its articles 2.2.2.3.7 and 2.2.2.3.8.
6. **OF THE INTERVIEW:** The Directive Council of the Corporation will convoke the applicants of the definitive list of eligible to an interview, which will be carried out on the date stipulated in the schedule of the Convocation, in the extraordinary session of the Directive Council where the election of General Director will be held.

The interview indicated is mandatory and must be presented in English and Spanish. To the interview a score will not be assigned.

7. **SCHEDULE OF ELECTION PROCEDURE AND APPOINTMENT OF THE GENERAL DIRECTOR OF CORALINA PERIOD 2020-2023:**

ACTIVITY	DATE AND TIME
Publication of the Notice of Convocation in English and Spanish languages in a weekly newspaper with a wide regional circulation. In order to guarantee the principle of publicity it will be disseminated through mass media (radio, television, digital, website of the Corporation) or any other means of communication of regional coverage.	When: On Thursday, November 7 th of 2019
Inscription, reception of resumes and supporting documents that prove compliance with the requirements defined in Article 2 2 8 4.1 .21 of Decree 1076 of 2015 and Article 49 of Agreement 002 of 2016. The inscriptions and filing of resumes and supporting documents must be carried out personally or through a duly constituted agent.	When: On Tuesday, November 12th of 2019 until Friday, November 15th of 2019. Schedule of inscription and reception of resume and supporting documents: 8:00 a.m., 12 noon and 2:00 p.m. to 5:00 p.m. Place of inscription: CORALINA headquarters, located Via San Luis Km 26, office of the General Secretary. San Andres Island
Verification of the fulfillment of the requirements of the candidates for the position of General Director of CORALINA by the Committee of the Directive Council.	When: between Monday, November 18th of 2019 until Thursday November 21st of 2019.
Extraordinary session of the Directive Council for the presentation of the report on the verification of applicants' requirements by the Committee of the Directive Council, and approval of the preliminary list of eligible persons.	When: On Friday, November 22nd of 2019 at 8:00 a.m.
Publication of the preliminary list of eligible.	Friday, November 22nd , 2019
Presentation of claims by applicants who did not meet the full requirements for the position of General Director of CORALINA.	When: between Monday, November 25th and Tuesday, November 26th of 2019. Time: Between 8:00 a.m. to 12 noon and 2:00 p.m. to 5:00 p.m. Place: CORALINA headquarters, located Via San Luis Km 26, office of the General Secretary. San Andres Island.
Analysis of claims presented by the candidates for the post of General Director of CORALINA, on the part of the Committee of Directive Council.	When: Between Wednesday, November 27th , 2019 and Thursday, November 28th , 2019.
Extraordinary Session of the Directive Council to approve the answers to the claims and the formation of the definitive list of eligible.	When: Monday, December 2nd , 2019 at 8:00 a.m.
Publication of the definitive list of eligible and Citation to interviews.	When: Monday, December 2nd , 2019
Extraordinary session of the Directive Council for the interview and the Election of the General Director of the Corporation.	When: Wednesday, December 4th , 2019. Time: 9:00 a.m.
Publication of the Agreement of the Appointment of the General Director of CORALINA.	When: Wednesday, December 4th , 2019.


TONNEY GENE SALAZAR
President