

DRAFT ACTION PLAN for AFSEC

2010-2013

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A) Preparatory activities: 2008/9

The initial three-year action plan approved at the constitutive general assembly has been reviewed and those actions that have been completed or that are still to be completed are listed below.

1. Completed

- Constitutive General Assembly 26-28 February 2008, Accra, Ghana
 - Approval of the statutes and rules of procedure
 - Election of officials [President, Vice-Presidents
 - Identification of founding members [Existing National Committees, and NCs to be formed] and their official representatives
 - Identification of affiliate members and their official representatives
 - Approval of the membership fee structure
 - Formation of the management committee
 - Appointment of an Executive Secretary [note: in part-time capacity]
- Funding
 - Invoicing of founding members (3 of 10 have paid for 2008 up to end 2009)
 - Release of start-up funds for 2009 from AFREC
- Liaisons
 - Cooperation agreement between IEC and AFSEC signed in Oct 2009

2. Not yet completed

- Election of Treasurer
- Establishing the Headquarters for AFSEC
 - Invitation to African States to host AFSEC HQ
 - Selection / decision
 - Recruitment/secondment of secretariat staff
 - Establish office of secretariat
- Funding
 - Applications for donor funding/grants for future projects [see for example items 8 and 9]
 - Receipt of outstanding membership fees (7 founding members)
- Final drafting and approval of the charter between AFREC and AFSEC
- Review the statutes to align with the Charter. (NOTE This can only be done in collaboration with the AU legal counsel, noting that the statutes might require further changes to align with the regulations of the AU).
- Formal text of the Statutes and Rules of Procedure and translation into all official languages of the AU. (Portuguese and Arabic translations not yet done)

B) Operational activities: 2010- 2012

1. Development of operational procedures for AFSEC technical work

This will be one of the first tasks of the incoming management committee. The procedures would be guided by those of the IEC and procedures already in use in sub-regions – for example the harmonization procedures of SADCSTAN, which form the basis of the African Standardization Harmonization Model (ASHAM) proposed by ARSO. A draft to be prepared for review by members at General Assembly – August 2010. (See AFSEC/GA-02)

2. Development of an overall strategy for standardization/ harmonization

The strategy would need to take account of such issues as

- What harmonization has already been achieved in sub-regions or among electricity utilities in particular
- What IEC (or other electrotechnical standards) are already in use or have been adopted by African countries: specifically taking into account the standards selected by countries participating in the IEC affiliate programme
- Which IEC committees that individual African countries are active in or monitoring, with a view to sharing that information among AFSEC members.

The management committee to develop this strategy after the workshop 10-11 August 2010.

3. Workshop to debate what are the priorities for harmonization in the electricity supply sector

This would be based on input from

- UPDEA
- Power pools
- Sub Regional groupings [ECOWAS, SADCSTAN/PIESA, etc]
- Stakeholders in general
- Regulators, manufacturers, government departments, through the national committees
- AFREC

It is proposed that this workshop be co-located with the next GA, and in collaboration with the stakeholders in the African electric power sector _ in particular the African Power Pools, which have been invited to join AFSEC as affiliate members.

The lists of IEC standards already adopted or being adopted as national standards by African NSBs [resulting from the study referred to in item 2.) should be compared to see if there is a core of standards that could be regarded as de facto, but not yet formally recognized, harmonized standards. In particular, the standards being adopted as national standards in African countries, through the IEC Affiliate country programme can provide the basis for a potential harmonization programme through AFSEC.

As an output of the workshop, an initial programme of work will be developed for the adoption of specific IEC standards, and for the adaptation of IEC standards to African conditions, where such adaptation had already been necessary in one or more African countries. This initial programme of work will form the basis of the activities of specific technical committees. A proposal for the technical committee structure has been drafted by the AFSEC President for consideration.

4. Establish formalize liaison/cooperation agreements with the RECs

Cooperation with the RECs is necessary to ensure there is mutual exchange of information and work programmes, and where appropriate to elevate sub-regional work for possible adoption at a continental level through AFSEC. Representatives of RECs to be invited to next GA, with the intention of cooperation agreements being drafted thereafter. Where an REC has a formal programme for the harmonization of electrotechnical standards, the committee responsible for that work should apply to be an affiliate member of AFSEC.

5. Establish formalize liaison/cooperation agreements with regional and international standards bodies

IEC

The cooperation agreement between IEC and AFSEC was signed at the General Meeting of the IEC in Oct 2009. As is the case with other regional standardization bodies, a cooperation agreement with IEC will facilitate access to IEC resources and participation in IEC events and ensure on-going formal international recognition of AFSEC.

CENELEC

The regional electrotechnical standardization body in Europe CENELEC, is probably the most mature and rigorously structured regional bodies from which AFSEC can gain much by the way of experience: In particular the mechanism for the mandatory application of standards through the regulations of the European Union. It is propose to conclude an MoU between CENELEC and AFSEC as soon as it is mutually convenient.

(see draft cooperation AFSEC/GA-09)

ARSO

Formal recognition of AFSEC by ARSO, as the umbrella body for the coordination of African standardization is appropriate. ARSO was a member of the working group for the establishment of AFSEC and has been invited to the 2010 GA of AFSEC, where formal liason with be explored.

6. Training and capacity building

There will be a need to arrange training to familiarize AFSEC TC members and management committee members with standardization principles and processes.

The IEC Secretary General has already stated the IEC's intention to offer resources for training.

Training for the staff recruited for the permanent secretariat should also be provided, depending on the skills and experience of those selected. The timing in this depends on the establishment of the AFSEC H/Q, and is unlikely to be required until 2011.

7. Establish AFSEC technical committees

The recommendations on which technical committees (TCs) to form should be a result of the proposed workshop (item 3), and decided by the management committee. The proposal from the AFSEC President is attached for consideration.

Committee chairmen and secretariats will be selected from the membership in accordance with the statutes.[including affiliate members]

8. Establish AFSEC Conformity assessment committee and define its scope/initial brief

In accordance with the statutes, the Committee chairman is the elected second Vice President. The secretariat will be selected in accordance with the statutes.

The initial brief of the conformity assessment committee could include, for example:

- Develop a consolidated database of what test facilities exist in Africa for electrotechnical products.
- Identify what mutual recognition agreements are in place, if any, and which are needed?
- Establish a formal linkage with AFRIMETS [Intra Africa Metrology system].
- Identify gaps and needs not met, and how could these be addressed.
- Accreditation bodies: what exists in member states and what are their mandates.

The development of the database on test facilities could be undertaken by or with the assistance of the secretariat and collaboration with AFRIMETS. It is proposed to include this in the budget for 2011. Donor funds and the use of a consultant might be required if the work is beyond the resources of the secretariat and the members.

9. Development of regulations for adoption of standards approved by AFSEC as the basis for technical regulations to be promulgated by the relevant structures of the AU

Early in the formulation of AFSEC it was identified that effective standardization in some areas might require the mandatory application of standards through the structures of the AUC. A draft regulation was prepared during the initial work to establish AFSEC (AFSEC/GA2-08)

A project is proposed in collaboration with the relevant Commissions of the AUC and ARSO, to further develop and submit for approval appropriate AU regulations in respect of compulsory standards.

It is proposed to include this in the budget for 2011. Donor fund the use of a consultant might be required if the work is beyond the resources of the secretariat.

10. Formal meetings

The various meetings required for the operation of AFSEC will be organized, guided by the provisions set out in the statutes, and according to the needs of the detailed work programme.

Specifically:

- Meetings of the Technical Committees and Conformity Assessment Committee Meetings will be arranged as required according to their specific work programmes
- Second management committee meeting and Second General Assembly:
- 3rd management committee meeting.

Invitations for the hosting of the third general assembly of AFSEC should be issued at the 2nd GA in 2010 {The need for an annual GA may need to be reviewed – alternative may be bi-ennial meetings, with the next in 2012}

The cycle of meetings would continue into 2011, 2012 and 2013.

C) Financial considerations

C.1 Summarised budget/ financial plan for 2010 - 2014

(See financial model in AFSEC/GA2-03 for details)

Costs in US \$ (1 000) (2010 base)

YEAR	2010	2011	2012	2013	2014
expenditure	166	233	223	279	353
Income including in-kind support	166	257	262	284	352
Reserve fund	60	70	94	104	111

Number of statutory members (Target)	13	16	19	22	25
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C.2 Proposed structure /staff grading of the secretariat

NOTE This staffing and grading proposal is based on African Union Commission staff gradings, salaries and allowances as provided by AFREC.

post	post grade
head of secretariat	P5
finance & admin manager (NOTE 2)	P2
office secretary	GSA3
committee clerk (NOTE 2)	GSA2
NOTE 1 Excludes housekeeper, normally to be paid for direct. For expatriate Head of Secretariat	
NOTE 2 These posts only to be filled in 2014	

C.3 Salaries + allowances

The budget is based on an average of step 5 (V) in the 10-point AUC 2009 salary scales.

Period	\$US p.a.
2011-2013	125000
2014 onwards	200000